



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Annual Financial Statement Audit Services
- DESCRIPTION:** Report from Jodi Pierce, General Manager, Financial Services dated October 3, 2024. Authorize contract for audit services and appointment of auditor.
- RECOMMENDATION #1:** THAT: the Board empower the authorized signatories to enter into a five year agreement with BDO Canada LLP for the provision of annual financial statement audit services for fiscal year ends 2024 to 2028 (inclusive) at a cost of \$198,646, this 17th day of October, 2024.
Corporate Vote Weighted
- RECOMMENDATION #2:** THAT: In accordance with Section 169, Subsection (1) of the Community Charter, the appointment of BDO Canada LLP as the auditors for the 2024-2028 year-end Financial Statements be approved, this 17th day of October, 2024.
Corporate Vote Unweighted Majority

SUMMARY:

The Community Charter requires that the local government appoint an auditor annually. In 2024, a Request for Proposals was extended for the provision of audit services and BDO Canada LLP was the successful proponent. The evaluation summary is attached

BACKGROUND:

Under Section 169 of the Community Charter, an auditor must be appointed for the local government; under Section 171 of the Community Charter, the auditor must report to the Board on the annual financial statements; and under Section 814.1 of the Local Government Act, the audited financial statements must be presented to the Board. During the summer, staff issued a Request For Proposals for the provision of audit services. Through the evaluation process, it was determined that BDO Canada LLP was the primary ranked audit firm. As such, staff are now requesting the board BDO video Canada LLP is the auditor for the 2024 to 2028 fiscal years.

POLICY:

[Section 169, Subsection \(1\) of the Community Charter](#)
[Policy F-32 CSRD Procurement of Goods and Services Policy](#)

FINANCIAL:

The total value of the contract for the five years is \$198,646. While the procurement policy does not require board authorization for a contract of this value, staff are bringing it forward in conjunction with the appointment of the auditor. Provision for these costs are within the five year financial plan.

KEY ISSUES/CONCEPTS:

To extend the agreement for the provision of audit services and appoint the auditor for next five years.

IMPLEMENTATION:

Upon Board approval, the authorized signatories will sign the agreement with BDO Canada LLP for the provision of audit services for fiscal years 2024-2028 inclusive.

COMMUNICATIONS:

BDO Canada LLP will be notified of the Board's decision.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation(s).*
2. *Deny the Recommendation(s).*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2024-10-17_Board_FIN Appointment of Auditor.docx
Attachments:	- Audit Services Evaluation Summary Final.pdf
Final Approval Date:	Oct 4, 2024

This report and all of its attachments were approved and signed as outlined below:



Jennifer Sham



John MacLean