

**Town of Port Rexton**

**Privileged Meeting – New Council Members Only**

**Monday, October 27, 2025**

**6:00PM**

**Meeting held in the Council Chambers;**

Present at the meeting were:

<b>Mayor Chris Kelly</b>	<b>Deputy Mayor Colette Churchill-White</b>
<b>Councillor Penny Vivian-Penney</b>	<b>Councillor Janice Hayward</b>
<b>Councillor Eldon Bannister</b>	<b>Councillor Madelyn Jill White</b>
<b>Councillor Christine Hiscock</b>	

**Staff Present:**     **Town Clerk/Manager: Cathy Piercey, Assistant Town Clerk: Tina Toope, (Former) Town Clerk/Manager: Lois Long**

**Topic: 2024 Draft Audit for Approval**

Mayor Kelly called the meeting to order at 6:02pm. The 2024 Draft Audit documents have now been completed by the auditor, Jody Cooper. Copies of the audit were given to all of the councillors.

Mayor Kelly then called upon former Town Clerk/Manager Lois Long to give a presentation on the audit as she is quite familiar with the process and assisted preparing the documents last year.

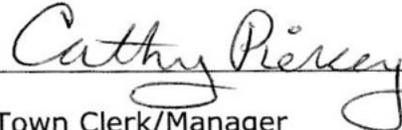
Lois gave an overview of what takes place for the audit process. She went through the draft copy page by page with a brief explanation of the town's responsibilities and auditor's report. She discussed Tangible Capital Assets (TCA) which includes all the assets the town owns, for example; Municipal Building (Fire Hall, Recreation Room, Council Office), Fire Department Vehicles, Old Post Office, Heritage Building, etc., plus discussion about Revenue and Expenses. Government Transfers (non-repayable grant money given each year to the town) include the Municipal Operating Grant (MOG) and Canada Community Building Fund (CCFB formerly know as Gas Tax). Can't predict the amount of grant money each year. The Otter Housing Project was discussed briefly. Municipal Assessment Agency (MAA) will assess the town for every parcel of property in the town. Municipal Affairs and Community Engagement (MACE) do not want to see a big surplus at year end so some funds are placed in redeemable GIC's to use at a later date. Also, if any clarity on the audit and it's process is needed, the auditor Jody Cooper can be available for a meeting to do a presentation. After a brief question/answer period a motion was made to approve the 2024 Draft Audit (Financial Statements as of December 31, 2024) in its entirety.

**MOTION #95 – 2025 – Hiscock/Bannister; resolved the adoption of the 2024 Draft Audit (Financial Statements as of December 31, 2024) in its entirety as presented. All seven council members present in favour, resolution carried.**

Being no further business the meeting adjourned at 6:59 pm, on a Motion **2025 - #96** by Councillor Hayward and seconded by Councillor Bannister. Next regular council meeting November 12, 2025.



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Mayor  
Chris Kelly



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Town Clerk/Manager  
Cathy Piercey