



**TOWNSHIP OF EDWARDSBURGH CARDINAL  
ACTION ITEM**

**Committee:** Committee of the Whole - Administration and Finance

**Date:** January 10, 2022

**Department:** Finance

**Topic:** Council Response to 2021 Audit Questionnaire

**Purpose:** To obtain council approval to respond to the auditor's letter dated November 22, 2021 that accompanied the Audit Service Plan for 2021 audit completed by MNP LLP.

**Background:** As part of the annual external audit of the Township, the auditors have sent a letter addressed to council requesting answers with respect to council's role of oversight of the financial reporting process. A draft response letter replicating the prior year responses is included for Committee to review and approve.

**Policy Implications:** The questions to council are a requirement of the annual audit and council is required to answer by February 28, 2022.

**Financial Considerations:** Not applicable.

**Recommendation:** That Committee recommend that Council authorizes the Mayor to sign the drafted response letter to the auditors as a requirement of the annual audit.

Handwritten signature of Melanie Stubbs in cursive script.

Treasurer

Handwritten signature of Don Scott in cursive script.

CAO