

FINANCE AND AUDIT COMMITTEE FAL CALENDAR

	SPRING APR–JUN	SUMMER JUL–SEPT	FALL OCT–DEC	WINTER JAN –MAR	NOTES
GOVERNANCE					
1. Sign Code of Conduct declaration				X	<ul style="list-style-type: none"> ▪ Upon appointment; and ▪ Annually thereafter
2. Sign FAC eligibility declaration				X	<ul style="list-style-type: none"> ▪ Upon appointment; and ▪ Annually thereafter
3. Sign private interest declaration					<ul style="list-style-type: none"> ▪ As soon as possible in the event of an actual or potential conflict of interest
PLANNING					
4. Review and recommend to Council annual budget				X	<ul style="list-style-type: none"> ▪ FAC must review before Council approves by March 31
5. Review and recommend to Council multi-year financial plan				X	<ul style="list-style-type: none"> ▪ FAC must review before Council approves by March 31
6. Review and recommend to Council risk management plan				X	
7. Monitor financial risks facing the First Nation and report to Council as needed					<ul style="list-style-type: none"> ▪ Ongoing monitoring and report to Council as soon as possible if needed
8. Review the financial information provided on the life cycle management plan and tangible capital asset register				X	
9. Review and recommend annual capital project budget				X	
FINANCIAL REPORTING					
10. Review monthly financial information					<ul style="list-style-type: none"> ▪ Council to decide on provision to Council, FAC and/or CAO
11. Review and recommend to Council quarterly financial statements	X	X	X	X	<ul style="list-style-type: none"> ▪ FAC must review before Council approval required within 45 days of quarter-end
12. Review and recommend to Council any special purpose reports	X				<ul style="list-style-type: none"> ▪ FAC must review before Council approves by July 29

FINANCE AND AUDIT COMMITTEE FAL CALENDAR (CONTINUED)

	SPRING APR-JUN	SUMMER JUL-SEPT	FALL OCT-DEC	WINTER JAN -MAR	NOTES
13. Review and recommend to Council draft annual financial statements	X				▪ FAC must review before Council approves by July 29
AUDIT					
14. Recommend selection of auditor to Council				X	
15. Review and recommend auditor engagement letter and audit plan to Council				X	
16. Review audit findings report and management letter from auditor		X			
LOCAL REVENUE (IF APPLICABLE)					
17. Review draft annual budget for local revenue account			X		
18. Review separate audited financial report on local revenues (required if >\$400K gross taxation revenue per year)				X	▪ FAC must review before Council can approve within 120 days after the reporting year end