

# Listuguj Mi'gmaq Government Order-In-Council

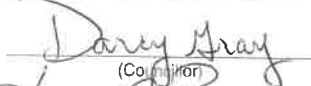







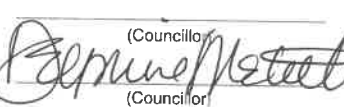
Chronological no.: 2035	Subject: <b>Appointment Auditors Allen Paquet &amp; Arseneau LLP</b>	Originated by: <b>(March 31, 2013)</b>
The Council of the Listuguj Mi'gmaq Government		District Gespe'gewa'gi
Date of duly convened meeting	D   M   Y 2   1   0   1   1   3	Province Gepeg

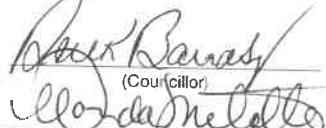
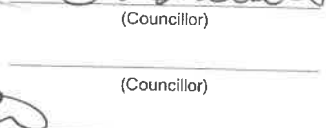
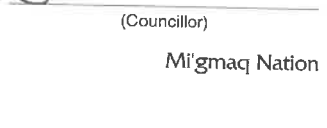
BE IT RESOLVED THAT the Chartered Accountancy of Allen Paquet & Arseneau LLP be appointed auditors for the Listuguj Mi'gmaq Government for the fiscal period ended March 31, 2013.

Moved: **Wanda Metallic**  
 Seconded: **Calvin Barnaby**  
 Abstain: -  
 Opposed: -  
 Status:  Passed  Defeated  Tabled

Quorum 7

  
 (Councillor)  
  
 (Councillor)  
  
 (Councillor)  
  
 (Councillor)

  
 (Chief)  
  
 (Councillor)  
  
 (Councillor)

  
 (Councillor)  
  
 (Councillor)  
  
 (Councillor)



# Allen, Paquet & Arseneau LLP

Chartered Accountants • Comptables agréés CA<sup>FR</sup>

TELEPHONE: (506) 789-0820

FAX: (506) 759-7514

www.apa-ca.com

207, rue Roseberry Street

C.P. / P.O. Box 519

Campbellton, NB

E3N 3G9

Partners / Associés  
David L. Allen, C.A.  
Yves Arseneau, C.A.  
Tony Babin, C.A.  
Alvin Bell, C.A.  
Alain Pitre, C.G.A.

# COPY

January 16, 2013

Listuguj Mi'gmaq Government  
17 Riverside West  
Listuguj, QC  
G0C 2R0

Attention: Chief Dean Vicaire

Dear Sirs:

This letter confirms the terms of our engagement to audit the financial statements of Listuguj Mi'gmaq Government, which comprise the statement of financial position as at March 31, 2013, and the statements of revenue and expenditures, changes in net debt and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Our Responsibilities

Our statutory function as auditor is to report to the directors by expressing an opinion on the financial statements of Listuguj Mi'gmaq Government

### The Scope of Our Engagement and Its Limitations

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

It is important to recognize that an auditor cannot obtain absolute assurance that material misstatements in the financial statements will be detected. There is an unavoidable risk that some material misstatements may not be detected, even through the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards because of:

.../2

207, rue Roseberry Street  
C.P. / P.O. Box 519  
Campbellton, NB E3N 3G9

270, av. Douglas Ave  
C.P. / P.O. Box 482  
Bathurst, NB E2A 3Z4

829-1 King George Highway  
Miramichi, NB  
E1V 1P9

356, rue Canada Street  
St-Quentin, NB  
E8A 1H7

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Listuguj, QC  
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- a) factors such as use of judgment, and the use of testing of the data underlying the financial statements;
- b) inherent limitations of internal control which reduces the likelihood that misstatements will occur and remain undetected but does not eliminate that possibility; and
- c) the fact that much of the audit evidence available to the auditor is persuasive rather than conclusive in nature.

Furthermore, an audit designed and executed in accordance with Canadian generally accepted auditing standards may not detect a material fraud because of the nature of fraud, including attempts at concealment through collusion and forgery. For these reasons, we cannot guarantee that fraud, error and illegal acts, if present, will be detected when conducting an audit in accordance with Canadian generally accepted auditing standards.

In making our risk assessments, we consider internal control relevant to the entity's preparation of the financial statements in order to identify types of potential misstatements, consider factors that affect the risks of material misstatement, and design the nature, timing and extent of further audit procedures. This consideration will not be sufficient to enable us to render an opinion on the effectiveness of internal control over financial reporting. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial statements that we have identified during the audit.

### ***Our Report on the Financial Statements***

It is anticipated that our report will be substantially in the form and content of the standard audit report prescribed by Canadian generally accepted auditing standards, a copy of which is provided in Appendix A to this letter.

If for any reason there is a need to amend the form and content of our report in light of our audit findings, we will discuss the amendment with you in advance.

### **Management's Responsibilities**

Management acknowledges and understands they have responsibility for

- a) the preparation and fair presentation of the financial statements of Listuguj Mi'gmaq Government in accordance with Public Sector Accounting Board principles; and
- b) establishing and maintaining such internal control systems as they determine are necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

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### ***Completeness of Information and Co-operation***

We will be conducting our audit on the understanding that we can expect the full co-operation of management and staff in the performance of our responsibilities.

In providing this full co-operation, management is responsible to provide us with:

- a) access to all information of which they are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
- b) an assessment of the risk that the financial statements may be materially misstated as a result of fraud, as well as any relevant information regarding any suspected fraud;
- c) information relating to any known or probable instances of non-compliance with legislative or regulatory requirements, including financial reporting requirements;
- d) information relating to any illegal or possibly illegal acts, and all facts related thereto;
- e) information regarding all related parties and related party transactions;
- f) additional information that we may request from them for the purpose of the audit; and
- g) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

### ***Preparation of Schedules***

We understand that management and staff will:

- a) prepare various schedules and analyses before our engagement is planned to commence; and
- b) make various invoices and other documents available to our staff.

This assistance will facilitate our work and will help to minimize your costs. Any failure to provide these working papers or documents on a timely basis may impede our services and require us to suspend our services or withdraw from the engagement.

### ***Written Confirmation of Representations***

Upon the completion of our audit we will require that management provide us with written confirmation of significant representations provided to us during the engagement on matters that are:

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- a) directly related to items that are material, either individually or in the aggregate, to the financial statements;
- b) not directly related to items that are material to the financial statements but are significant, either individually or in the aggregate, to the engagement; and
- c) relevant to judgments or estimates that are material, either individually or in the aggregate, to the financial statements.

### **General Terms And Conditions Of The Engagement**

#### ***Use and Distribution of our Report***

The examination of the financial statements and the issuance of our audit opinion are solely for the use of Listuguj Mi'gmaq Government and those to whom our report is specifically addressed. Any specific restrictions on the use or intended users of the auditors' report will be set out in the auditors' report.

We make no representations of any kind to any third party in respect of these financial statements and we accept no responsibility for their use by any third party.

We ask that our name be used only with our consent and that any information to which we have attached a communication be issued with that communication unless otherwise agreed to by us.

#### ***Reproduction of Audit Engagement Report***

Management is responsible for the accurate reproduction of the financial statements, the audit engagement report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any reference to either full or summarized financial statements that we have audited.

If reproduction or publication of our audit engagement report (or reference to our report) is planned, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review before the publication or posting process begins.

We are not required to read the information contained in your website, or to consider the consistency of other information in the electronic site with the original document.

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### ***Confidentiality of Information***

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Accordingly, except for information that is in or enters the public domain, we will not provide any third party with confidential information concerning the affairs of Listuguj Mi'gmaq Government without prior consent, unless required to do so by legal authority, or the rules of professional conduct.

### ***Use of Information***

It is acknowledged that we will have access to all personal information in your custody that we require to complete our engagement. Our services are provided on the basis that:

- a) you represent to us that management has obtained any required consents for collection, use and disclosure to us of personal information required under applicable privacy legislation; and
- b) we will hold all personal information in compliance with our Privacy Statement.

### ***File Inspections***

In accordance with professional regulations and our firm policy, our client files must periodically be reviewed by internal or external practice inspectors to ensure that we are adhering to professional and firm standards. File reviewers are required to maintain confidentiality of client information.

### ***Working Papers***

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the engagement are the property of our Firm, constitute confidential information and will be retained by us in accordance with our Firm's policies and procedures.

### ***Governing Legislation***

This engagement letter is subject to and governed by the laws of the Province of New Brunswick. Accordingly, the Province of New Brunswick will have exclusive jurisdiction in relation to any claim, dispute or difference concerning this engagement letter and any matter arising from it. Each party irrevocably waives any right it may have to object to any action being brought in those courts, to claim that the action has been brought in an inappropriate forum, or to claim that those courts do not have jurisdiction.

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### ***Indemnity***

Listuguj Mi'gmaq Government hereby agrees to indemnify, defend (by counsel retained and instructed by us), and hold harmless our firm and its partners, agents or employees, from and against any and all losses, costs (including solicitors' fees), damages, expenses, claims, demands or liabilities arising out of or in consequence of:

- a) the breach by Listuguj Mi'gmaq Government, or its directors, officers, agents, or employees, of any of the covenants made by Listuguj Mi'gmaq Government herein, including, without restricting the generality of the foregoing, the misuse of, or the unauthorized dissemination of, our engagement report or the financial statements in reference to which the engagement report is issued, or any other work product made available to you by us; and
- b) the services performed by us pursuant to this engagement, unless, and to the extent that, such losses, costs, damages and expenses are found by a court of competent jurisdiction to have been due to our negligence. In the event that the matter is settled out of court, we will mutually agree on the extent of the indemnification to be provided by you.

We will use all reasonable efforts to complete the engagement as described in this letter within the agreed upon time frames. However, we shall not be liable for failures or delays in performance that arise from causes beyond our control, including the untimely performance by Listuguj Mi'gmaq Government of its obligations.

### ***Fees***

Our professional fees will be based on our regular billing rates plus direct out-of-pocket expenses and applicable GST/HST and are payable as per invoice terms. Fees for any additional services will be established separately.

### ***Costs of Responding to Government or Legal Processes***

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response, and to reimburse us for all of our out-of-pocket costs (including applicable GST/HST) incurred.

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***Our Relationship with The AC Group of Independent Accounting Firms Limited***

Allen, Paquet & Arseneau LLP is a participant in The AC Group of Independent Accounting Firms Limited ("The AC Group"). We are allowed to use the mark and associated logos of the AC Group and to share in a number of programs and benefits which we use to enhance our ability to serve our clients. The AC Group is not an accounting firm and our practice is not integrated with that of any other participating firms. We are solely responsible for the professional engagement covered by this letter.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements and if the above terms are acceptable to you, please sign the copy of this letter in the space provided and return it to us.

We appreciate the opportunity of continuing to be of service to you.

Yours truly,

ALLEN, PAQUET & ARSENEAU LLP



DAVID L. ALLEN, C.A.

DLA:cc

Acknowledged and agreed on behalf of Listuguj Mi'gmaq Government

Signed



Position

Band Administrator

Date

15 March 2013



## Independent Auditors' Report

To The Members of  
Listuguj Mi'gmaq Government

### Report on the Financial Statements

We have audited the accompanying financial statements of Listuguj Mi'gmaq Government, which comprise the statement of financial position as at March 31, 2013, the statements of revenue and expenditures, changes in net debt and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Public Sector Accounting Board (PSAB) principles and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of Listuguj Mi'gmaq Government as at March 31, 2013 and the results of its operations and its cash flows for the year then ended in accordance with Public Sector Accounting Board principles.

Campbellton, NB

January 16, 2013

Chartered Accountants