



January 24, 2024

**Members of Council
County of Oxford
21 Reeve Street
P.O. Box 1614
Woodstock, Ontario
N4S 7Y3**

Dear Sirs:

As you are aware, By-law 6113-2019 appointed our firm as auditors to December 31, 2020. This by-law also allowed for 3 one-year extensions to December 31, 2023 which was confirmed by your letter dated December 21, 2020. We are proposing that Council appoint our firm for a five-year term ending December 31, 2028. We are committed to the terms of the proposal our firm submitted and dated November 23, 2018. Increases to these fees will be based on the yearly CPI only, unless additional work is required. We understand that Southwestern Public Health will not be included in this proposal. We will rely on their audited financial statements for proportionate consolidation with the County of Oxford, subject to an unqualified opinion by a qualified auditor in good standing with CPA Ontario.

I wish to thank Council for their support over the last several years.

If you have any questions regarding this proposal, please do not hesitate to contact my office.

Sincerely,

A handwritten signature in cursive script that reads 'Christene Scrimgeour'.

Christene A. Scrimgeour, CPA, CA, BA
SCRIMGEOUR & COMPANY
CPA PROFESSIONAL CORPORATION