

1325 California Avenue Windsor, ON N9B 3Y6 BOARD CHAIRPERSON: Fulvio Valentinis DIRECTOR OF EDUCATION: Terry Lyons

AUDIT COMMITTEE VIRTUAL PUBLIC MEETING MINUTES

Monday, November 16, 2020 at 6:00 p.m. Google Meet Virtual Meeting

PRESENT:

Audit Committee Members:

Vanessa DaDalt (Community member - Chair) Mary DiMenna (Board member) Peter Wasylyk (Community member) Tony Polifroni (Board member) Fulvio Valentinis (Board member)

Administrative Resource Personnel:

Penny King, Executive Superintendent of Business Susan Swiatoschik, Senior Manager of Finance Shannon Ficon, Manager of Finance

Representative of Internal Audit Firm:

Christopher O'Connor, PwC Partner, Southwest Ontario Giorgia Da Pozzo, PwC Manager, Risk Assurance Services

Representative of External Audit Firm:

Ferruccio Da Sacco, CPA, CA, Partner, BDO Canada LLP

Recorder: C. Racine

- 1. Call to Order and Opening Prayer Chair DaDalt called the meeting to order at 6:04 p.m. and opened the meeting with prayer.
- 2. Welcome and Recording of Attendance All committee members present.
- 3. Approval of Agenda

Moved by M. DiMenna Seconded by: T. Polifroni THAT the November 16, 2020 Audit Committee meeting agenda be approved as presented. *Carried.*

- 4. Disclosure of Interest Pursuant to the Municipal Conflict of Interest Act None.
- 5. Resolve into Closed Session

Moved by: T. Polifroni Seconded by: P. Wasylyk

THAT the Audit Committee meeting of November 16, 2020 resolve into Closed Session at 6:11 p.m., pursuant to the Education Act – Section 207 to consider security of the property of the board matters, and specific matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act. *Carried.*

- 6. Closed Session
- 7. Rise and Report into Open Session

Moved by: T. Polifroni Seconded by: P. Wasylyk

THAT the Audit Committee meeting of November 16, 2020 reconvene into Open Session at 6:55

p.m. Carried.

Moved by: M. DiMenna Seconded by: F. Valentinis

THAT the Audit Committee minutes of September 23, 2020 Closed session be approved as

distributed 6a(i). Carried.

Moved by: F. Valentinis Seconded by: T. Polifroni

THAT the Audit Committee receive as information a matter exempt from access under the security of the property of the board matters; and, specific matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act, 6b(i). Carried.

Moved by: M. DiMenna Seconded by: F. Valentinis

THAT the Audit Committee approve the recommendation to the Board of Trustees regarding a matter exempt from access under security of the property of the board matters; and, specific matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act, 6c(i). Carried.

Moved by: F. Valentinis Seconded by: M. DiMenna

THAT the Audit Committee receive as information a matter exempt from access under the security of the property of the board matters; and, specific matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act, 6d(i). Carried.

- 8. Open Session Items
 - a) Approval of Minutes September 23, 2020 Public Session

Moved by: M. DiMenna

Seconded by. F. Valentinis

THAT the Minutes of the September 23, 2020 Audit Committee Public Session Meeting be approved as distributed. *Carried*.

b) Annual Evaluation of External Audit – Assign Process

As part of its duties, each committee member must complete an evaluation of the external audit functions. P. Wasylyk agreed to coordinate responses and return a consolidated evaluation form to S. Ficon. The Annual Evaluation of External Audit will be placed on the next agenda for the committee's final consideration and disposition.

- 9. Other Open Session Business / Questions None.
- Next Meeting Dates
 - Wednesday, April 14, 2021 at 6:00 p.m. (Tentative, only if required)
 - Wednesday, June 16, 2021 at 6:00 p.m.
- 11. Closing Prayer and Adjournment The meeting adjourned at 7:00 p.m. at the call of the Chair.

Vanessa DaDalt

Audit Committee Chairperson