

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

AUDIT COMMITTEE MINUTES - PUBLIC SESSION

Monday, November 15, 2021 at 6:00 p.m. Google Meet Virtual Meeting

PRESENT:

Audit Committee Members:

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

Administrative Resource Personnel:

Penny King, Executive Superintendent of Business Susan Swiatoschik, Senior Manager of Finance Dave Lennie, Manager of Finance (A) Emelda Byrne, Director of Education

Representative of External Audit Firm:

Ferruccio Da Sacco, CPA, CA, LPA, BDO Canada LLP, Partner (left meeting at 6:45 p.m.) Silvana Slavik, CPA, CA, BDO Canada LLP, Director, A & A, (left meeting at 6:45 p.m.)

Recorder: E. Grubesic

- 1. Call to Order and Opening Prayer Chair Wasylyk called the meeting to order at 6:02 p.m. and opened the meeting with prayer.
- 2. Recording of Attendance All Committee members were present. P. King welcomed the Director of Education E. Byrne to the meeting. BDO Canada LLP representatives Ferruccio Da Sacco and Silvana Slavik were present to speak to the External Audit agenda item.
- 3. Approval of Agenda

Moved by: V. DaDalt Seconded by: F. Valentinis

THAT the November 15, 2021 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: V. DaDalt Seconded by: T. Polifroni

THAT the Audit Committee meeting of November 15, 2021 resolve into Closed Session at 6:07 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: Mary DiMenna

THAT the Audit Committee meeting of November 15, 2021 reconvene into Open Session at 6:46 p.m. *Carried.*

Moved by: T. Polifroni Seconded by: M. DiMenna

THAT the Minutes of the September 22, 2021 Audit Committee Closed Session Meeting be approved as distributed 6a. *Carried*.

Moved by: V. DaDalt Seconded by: F. Valentinis

THAT the Audit Committee approve the recommendation regarding a matter exempt from access under Security of the Board, item 6c(i). Carried.

Moved by: M. DiMenna Seconded by: V. DaDalt

THAT the Audit Committee approve the recommendation regarding a matter exempt from access under specific matters permitted or required to be kept private and confidential under the Freedom of Information and Privacy Act, item 6d(i). *Carried*.

- 8. Open Session Items
 - a) Approval of Minutes September 22, 2021 Public Session

Moved by: V. DaDalt Seconded by: M. DiMenna

THAT the Minutes of the September 22, 2021 Audit Committee Public Session Meeting be approved as distributed. *Carried*.

b) 2020-21 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 D. Lennie. 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 13, 2022 at 6:00 p.m. (Tentative, only if required)
 - Wednesday, June 15, 2022 at 6:00 p.m.
- 11. Closing Prayer and Adjournment The meeting adjourned at 6:51 p.m. at the call of the Chair.

Peter Wasylyk

Audit Committee Chairperson