



**Date:** Wednesday September 17, 2025 – 3:00 P.M.

**Via:** Teams Meeting

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### Attendance:

Audit Committee Members: John Van Heck  
Linda Ward

Community Members: Kelly Hill  
Charlotte Beer

Administration & Others: Suk Bedi  
Lisa Burden  
Lisa Demers  
Marcie Myers  
Amy Park  
Brad Sisson  
Katelyn Campbell

Regrets:

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### A. Call to Order J. Van Heck

**Motion: 0-090-2025 (Kelly Hill and Charlotte Beer) That the Audit Committee of the Board move into the Regular Committee Meeting of Wednesday September 17, 2025, at 3:00pm. Carried.**

1. Opening Prayer
2. Land Acknowledgment
3. Recording of Attendance

Regrets:

4. Confirmation of Agenda

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**Motion: 0-091-2025 (Linda Ward and Kelly Hill) That the Agenda for the Regular Committee Meeting of Wednesday September 17, 2025, be approved as presented. *Carried.***

5. Declaration of Conflict of Interest
6. Confirmation of Minutes – Encl.

**Motion: 0-092-2025 (Charlotte Beer and Linda Ward) That the Minutes for the Regular Committee Meeting of Wednesday June 11, 2025, be approved as presented. *Carried.***

7. Review Ontario Regulation 361/10 – Encl. – Amy Park  
Amy reviewed the Ontario Regulation 361/10, noting no changes.
8. Election of Chair – Amy Park  
John Van Heck elected chair.
9. Appointment of Secretary for Private Meetings – Chair  
Linda Ward appointed Secretary for Private Meetings.
10. Review Committee Membership – Encl. – Amy Park  
Amy reviewed the Committee Membership report details, current Trustee membership and external membership, noting as of June 1, 2026, we will be seeking a new external member.

**Motion: 0-093-2025 (Kelly Hill and Charlotte Beer) That the Audit Committee of the Board receive the 2025-26 Audit Committee Membership report for information. *Carried.***

11. Regular and Closed Session Agenda Items – Encl. – Amy Park  
Amy reviewed the Regular and Closed Session Agenda Items report, noting no changes.

**Motion: 0-094-2025 (Linda Ward and Kelly Hill) That the Audit Committee of the Board approve: Regular and Closed Session Agenda Items, for 2025-26. *Carried.***

## B. Closed Session

12. Resolve to Move into Closed Session at 3:08pm

**Motion: 0-095-2025 (Charlotte Beer and Kelly Hill) That the Audit Committee of the Board move into the Closed Committee Meeting of Wednesday September 17, 2025. *Carried.***



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18. Return to Regular Session at 3:41pm

**Motion: 0-099-2025 (Charlotte Beer and Linda Ward) That the Audit Committee of the Board return to the Regular Committee Meeting of Wednesday September 17, 2025.**  
*Carried.*

## C. Education Session

## D. Regular Session

19. New Business (Regular Session)

Internal Audit – N/A

External Audit – N/A

Other

a) 2024-25 Annual Audit Committee Report – Encl. – Amy Park  
Amy reviewed the 2024-25 Audit Committee Report.

**Motion: 0-100-2025 (Kelly Hill and Charlotte Beer) That the Audit Committee of the Board approve the Audit Committee Report for the year ended August 31, 2025, and Annual Report to the Board of Trustees and Forwarded to the Ministry of Education for the year ended August 31, 2025, reports to be presented to the Board of Trustees.** *Carried.*

20. Information Items (Regular Session) – N/A

## E. Future Meeting Dates

21. Future Committee Meeting Dates:

- Tuesday November 11, 2025
- Wednesday February 11, 2026
- Wednesday April 22, 2026
- Wednesday June 10, 2026

## F. Adjournment

22. Adjournment



St. Clair Catholic  
District School Board



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**Motion: 0-101-2025 (Linda Ward and Kelly Hill) That the Audit Committee of the Board Meeting of Wednesday September 17, 2025, adjourn at 3:47pm. *Carried.***

23. Closing Prayer