



**Date:** Wednesday September 13, 2023 – 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: Scott Johnson  
Amy Janssens  
Marcie Myers  
Joanne Cincurak

Regrets: Kelly Hill

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## A. Call to Order J. Van Heck

**Motion: 0-027-2023 (Linda Ward and Charlotte Beer) That the Audit Committee of the Board move into the Regular Committee Meeting of Wednesday September 13, 2023 at 3:01 pm. Carried.**

1. Opening Prayer
2. Recording of Attendance

Regrets: Kelly Hill

3. Confirmation of Agenda

**Motion: 0-028-2023 (Charlotte Beer and Linda Ward) That the Agenda for the Regular Committee Meeting of Wednesday September 13, 2023, be approved as presented. Carried.**

4. Declaration of Conflict of Interest - None



5. Confirmation of Minutes – Encl.

**Motion: 0-029-2023 (Charlotte Beer and Linda Ward) That the Minutes for the Regular Committee Meeting of Wednesday June 14, 2023, be approved as presented. *Carried.***

6. Review Ontario Regulation 361/10 and Election of Chair – Encl. – Amy Janssens

In accordance with the Ontario Regulation 361/10, s. 6 (1). Amy Janssens opened the floor for nominations for the position of Chair of the Audit Committee for the 2023-2024 school year. Linda Ward nominated, and Charlotte Beer seconded the nomination of John Van Heck. John accepted the position of Chair of the Audit Committee.

7. Appointment of Secretary for Private Meetings

Linda Ward will continue as Secretary for Private Sessions for the 2023-24 Audit Committee.

8. Review Committee Membership – Amy Janssens

Amy Janssens reviewed the membership of the Audit Committee in accordance with Regulation 361/10.

9. Regular and Closed Session Agenda Items – Encl. – Amy Janssens

Amy presented the 2023-24 audit committee agenda topics which are aligned to the audit committee's responsibilities outlined under Regulation 361/10.

**Motion: 0-030-2023 (Linda Ward and Charlotte Beer) That the Audit Committee of the Board approve: Regular and Closed Session Agenda Items, for 2023-24. *Carried.***

## B. Closed Session

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

13. Return to Regular Session at 3:21 pm

**Motion: 0-034-2023 (Charlotte Beer and Linda Ward) That the Audit Committee of the Board return to the Regular Committee Meeting of Wednesday September 13, 2023. *Carried.***

## C. Education Session

## D. Regular Session

14. New Business (Regular Session)

Internal Audit – N/A

External Audit – N/A

Other

- a) 2022-23 Annual Audit Committee Report – Encl. – Amy Janssens  
Amy reviewed the 2022-23 Audit Committee Report for the year ended August 31, 2023, and the Annual Report to the Board of Trustees and Forwarded to the Ministry of Education for the year ended August 31, 2023. The committee agreed with the information on the reports. Joanne will forward the documents to be sign by John Van Heck.

**Motion: 0-035-2023 (Linda Ward and Charlotte Beer) That the Audit Committee of the Board approve the 2022-23 Annual Audit Committee Reports to be presented to the Board of Trustees. Carried.**

15. Other (Regular Session) – N/A
16. Information Items (Regular Session) – None

## E. Future Meeting Dates

17. Future Committee Meeting Dates:

- Tuesday November 14, 2023
- Wednesday February 7, 2024
- Wednesday April 17, 2024
- Wednesday June 12, 2024

## F. Adjournment

18. Adjournment

**Motion: 0-036-2023 (Charlotte Beer and Linda Ward) That the Audit Committee of the Board Meeting of Wednesday September 13, 2023, adjourn at 3:34 pm. Carried.**

19. Closing Prayer