



**MINUTES**  
**AUDIT COMMITTEE MEETING**  
**Public Session**  
**Wednesday April 28, 2021**  
**Teams Virtual Meeting**  
**Regular Committee Meeting – 2:00 p.m.**

Audit Committee Members: Carol Bryden  
John Van Heck

Community Members Gord Quinton  
Marlene Kerwin

Administration and Others Deb Crawford Ferruccio Da Sacco  
Amy Janssens Brenda Glassco  
Catherine Day Christopher O'Connor  
Joanne Cincurak

Regrets: None

**A. CALL TO ORDER – C. Bryden at 3:04 p.m.**

**Motion: 0-010-2021 (John Van Heck and Gord Quinton) That the Audit Committee of the Board move into the Regular Committee Meeting of Wednesday, April 28, 2021. Carried.**

1. Opening Prayer
2. Recording of Attendance – All present
3. Confirmation of Agenda

**Motion: 0-011-2021 (Gord Quinton and Marlene Kerwin) That the Agenda for the Regular Committee Meeting of Wednesday, April 28, 2021 be approved as presented. Carried.**

4. Declaration of Conflict of Interest - None

Encl. 5. Confirmation of Minutes

**Motion: 0-012-2021 ((John Van Heck and Gord Quinton) That the Minutes**

for the Regular Committee Meeting of Wednesday, February 10, 2021 be approved as presented. *Carried.*

**B. CLOSED SESSION**

6. Resolve to Move into Closed Session at 3:07 p.m.

**Motion: 0-013-2021 (Marlene Kerwin and John Van Heck) That the Audit Committee of the Board move into the Closed Committee Meeting of Wednesday, April 28, 2021. *Carried.***

13. Return to Regular Session at 4:34 p.m.

**Motion: 0-016-2021 (Gord Quinton and Marlene Kerwin) That the Audit Committee of the Board return to the Regular Committee Meeting of Wednesday, April 28, 2021. *Carried.***

**C. EDUCATION SESSION -**

**D. REGULAR SESSION**

14. New Business (Regular Session)

**Internal Audit –**

- a. Cyber Incident Preparedness and Response Internal Audit Executive Summary – Amy Janssens

Amy noted that PWC attended and presented the Cyber Incident Preparedness and Response Internal Audit and that it was received by the Audit Committee.

**External Audit –**

- a. 2020-21 Audit Service Plan Executive Summary – Catherine Day

Catherine noted that BDO attended and presented the Audit Plan for 2020-21 and that it was received by the Audit Committee.

**Other –**

15. Other (Regular Session) –

- a. Policy and Procedures for Fraud Management – Amy Janssens

It was agreed in past meetings to re-visit this item annually. Amy noted that Board internal operational procedures have not changed. This will be brought forward at our meeting in April 2022.

16. Information Items (Regular Session) – None

**E. FUTURE MEETING DATES**

17. Future Committee Meeting Dates:  
• Wednesday June 23,2021

**F. ADJOURNMENT**

18. Adjournment

**Motion: 0-017-2021 (Marlene Kerwin and Gord Quinton) That the Audit Committee of the Board meeting of Wednesday, April 28, 2021 adjourn at 4:39 p.m. Carried.**

19. Closing Prayer