



**MINUTES OF THE  
AUDIT COMMITTEE MEETING - OPEN  
HELD ON THURSDAY, OCTOBER 27, 2022  
Kemptville Board Office & Virtual TEAMS Meeting**

A. ROLL CALL

Meeting was called to order at 7:15 p.m.

A.1 Audit Committee Members

Present: Karen McAllister, Audit Committee Chair and Trustee  
Todd Lalonde, Audit Committee Member and Board Chair  
Nancy Kirby, Audit Committee Member (External)

Regrets: Joe Basile, Audit Committee Member (External)

A.2 Board Administration

Present: Ashley Hutchinson, Superintendent of Business & Treasurer  
Traci Bloomfield, Manager of Finance  
Stephanie Keyes, Administrative Assistant

A.3 Guests: Portia Marcaida, Regional Internal Auditor  
Rob Clayton, KPMG Audit Partner

Regrets: Genevieve Segu, Regional Internal Audit Manager  
Amanda Wilson, KPMG Audit Manager

***Recommendation: "That the Audit Committee excuse the absence of Audit Committee Member Joe Basile and guests, Genevieve Segu and Amanda Wilson from the Open Meeting of October 27, 2022."***

***Moved by: Todd Lalonde***

***Carried***

B. AMENDMENT TO AND APPROVAL OF AGENDA

Nil

***Recommendation: That the Audit Committee approve the agenda of the closed meeting of October 27, 2022".***

***Moved by: Nancy Kirby***

***Carried***

C. DECLARATION OF CONFLICT OF INTEREST

Not applicable.

D. APPROVAL OF MINUTES

D.1 Minutes of the Audit Committee Meeting held on September 14, 2022.

***Recommendation: "That the Audit Committee approve the minutes of the meeting held on September 14, 2022 as presented."***

***Moved by: Todd Lalonde***

***Carried***

E. PRESENTATIONS

E.1 External Auditors, KPMG, presentation of the Consolidated Financial Statements for the year ended August 31, 2022.

KPMG representative, Mr. Rob Clayton reviewed with the committee the Consolidated Financial Statements for the year ended August 31, 2022.

Mr. Clayton noted that with a focus on the COVID-19 pandemic, the duration and ongoing impact of the pandemic remains unclear at this time. The full extent of the financial impact on the financial position and results of the Board for future periods is not possible to reliably estimate.

Mr. Clayton stated that in the auditors' opinion, the financial statements for the year ended August 31, 2022, present fairly in all material respects the financial position of the Board as at August 31, 2022.

***Recommendation: "That the Audit Committee recommend for approval to the Board of Trustees, the Consolidated Financial Statements for the year ended August 31, 2022."***

***Moved by: Todd Lalonde***

***Carried***

E.2 Regional Internal Audit Update Report

Internal Auditor, Portia Marcaida, presented the 2022-2023 Regional Internal Audit Plan Update.

The following engagements are in progress:

- Safe Schools Risk Assessment Engagement
- Legislative Compliance
- Follow-up Procedures

***Recommendation: "That the Audit Committee receive as information the Regional Internal Audit Update Report as presented."***

**Moved by: Todd Lalonde**

**Carried**

F. ACTION ITEMS

- F.1 Review 2021-22 Annual Audit Committee Summary Report

Ms. Bloomfield advised that the 2020-2021 Audit Committee Summary Report is to be approved by the Audit Committee Chair, brought to the Board of Trustees for their information and submitted to the Ministry of Education.

**Recommendation: "That the Audit Committee approve the 2021-22 Annual Audit Committee Summary Report for submission to the Ministry".**

**Moved by: Nancy Kirby**

**Carried**

**Recommendation: "That the Audit Committee recommend that the Board receive the 2021-2022 Annual Audit Committee Summary Report to the Ministry as information".**

**Moved by: Nancy Kirby**

**Carried**

G. INFORMATION ITEMS

- G.1 Attached for the Audit Committee records is the Signed Director Confirmation of Compliance.
- G.2 Attached for the Audit Committee records is the signed Regional Audit Charter.

I. CLOSING PRAYER

Committee joined in closing prayer.

J. ADJOURNMENT

**Recommendation: "That the Open Meeting of October 27, 2022 be adjourned at 7:25 p.m."**

**Moved by: Todd Lalonde**

**Carried**