GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

ADMINSTRATIVE OFFICE: 451 Park Street West, P.O. Box 210, Windsor, Ontario N9A 6K1

PUBLIC SESSION MEETING OF THE AUDIT COMMITTEE
SEPTEMBER 15, 2025
BOARD COMMITTEE ROOM
451 PARK STREET WEST, WINDSOR
3:00 P.M.

PLEASE SIGN AND EMAIL THE DISCLOSURE OF CONFLICT OF INTEREST TO TAMMY MELOCHE

(Requirement as per Ontario Regulation 361/10 Subsection 14(1).

In attendance at this meeting:

Suk Bedi, KPMG (Regional Internal Auditor)
Kevin Macchio, KPMG (External Auditor)

AGENDA

A. CALL TO ORDER (Superintendent Armstrong, Chair Pro Tem)

B. ACKNOWLEDGEMENT OF TRADITIONAL LANDS AND WATER

We acknowledge that we are on land and surrounded by water, originally inhabited by Indigenous Peoples who have travelled this area since time immemorial. This territory is within the lands honoured by the Wampum Treaties; agreements between the Anishinaabe (Ah-nish-e-naa-bay), Haudenosaunee (Hoe-den-oh-show-nee), Lenni (Len-eh) Lenape (Le-naw-pay) and allied Nations to peacefully share and care for the resources around the Great Lakes. Specifically, we would like to acknowledge the presence of the Huron/Wendat (Wen-dat) Peoples and the Three Fires Confederacy Ojibwe (Oh-jib-way), Odawa (Oh-dah-wah), Potawatomi (Paw-taw-watt-oh-me). We are dedicated to honouring Indigenous history and culture while remaining committed to moving forward respectfully with all First Nations, Inuit and Métis.

C. ATTENDANCE

D. APPROVAL OF AGENDA

E. NEW BUSINESS

E.1 Audit Committee

a) Election of Chairperson of the Audit Committee for the fiscal year.
b) Election of the Vice-chairperson of the Audit Committee for the fiscal year.

Audit Committee Members:
Gale Hatfield, Trustee
Ron LeClair, Trustee
Kim McKinley, Trustee
M. Drake Reid, External Member
Paul Mancini, External Member

Committee Liaison – S. Armstrong
Administrative Assistant – T. Meloche

F. CONVENE INTO PRIVATE SESSION
PUBLIC SESSION WILL RECONVENE UPON ADJOURNMENT OF PRIVATE SESSION

G. DECLARATION OF CONFLICT OF INTEREST

H. ACTIONS OF AUDIT COMMITTEE MEETING PRIVATE SESSION

I. APPROVAL OF MINUTES

Pg 1 - 3 H.1 Minutes of the Public Session of the Audit Committee meeting of 2025 06 16

J. BUSINESS ARISING FROM THE MINUTES

K. PRESENTATIONS

L. REPORTS

L.1 Procurement of External Audit Services for the fiscal year beginning September 1, 2026 (Verbal update)

M. ADJOURNMENT

NEXT SCHEDULED MEETING
November 10, 2025 – 3 p.m.
Board Committee Room

GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

Administrative Office: 451 Park Street West, Windsor, Ontario. N9A 6K1

MINUTES OF A PUBLIC SESSION MEETING OF THE AUDIT COMMITTEE OF THE GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD HELD ON THURSDAY, JUNE 16, 2025, VIRTUALLY BY MICROSOFT TEAMS AND IN PERSON - BOARD COMMITTEE ROOM

PRESENT AUDIT COMMITTEE MEMBERS:
G. Hatfield (Chairperson)
R. LeClair - Regrets
K. McKinley
D. Reid (External member)
P. Mancini (External member)

ADMINISTRATION:
V. Houston, Director of Education
S. Armstrong, Superintendent of Business

OTHER ADMINISTRATIVE STAFF:
S. Maheux, Manager of Financial Services
G. Iovino, Accounting Supervisor

OTHERS IN ATTENDANCE:
Suk Bedi, KPMG – Internal Auditor - Regrets
Brad Sisson, KPMG – Internal Auditor

RECORDER: R. LANGLOIS

A. CALL TO ORDER

Chairperson Hatfield called the meeting to order at 3:00 p.m.

B. ACKNOWLEDGEMENT OF TRADITIONAL LANDS AND WATER

P. Mancini read the approved GECDSB land acknowledgement.

C. ATTENDANCE

Chairperson Hatfield noted that Trustee LeClair sent regrets.
It was noted that Trustee K. McKinley has replaced the vacated seat for S. Cipkar

D. APPROVAL OF AGENDA

D.1 Approval of Agenda

Moved by D. Reid
Seconded by P. Mancini

THAT THE AGENDA BE APPROVED AS PRINTED.

CARRIED

DRAFT

E. CONVENE TO PRIVATE SESSION

E.1 Convene to Private Session
Moved by K. McKinley
Seconded by D. Reid

TO MOVE INTO PRIVATE SESSION.

CARRIED

F. DECLARATION OF CONFLICT OF INTEREST
There were no declarations of conflict of interest.

G. ACTIONS OF AUDIT COMMITTEE MEETING PRIVATE SESSION

G.1 Actions of the Audit Committee meeting private session

Moved by P. Mancini
Seconded by K. McKinley

THAT ITEMS K.2 AND K.3 FROM THE PRIVATE SESSION OF THE JUNE 16, 2025, AUDIT COMMITTEE MEETING BE PUT ON THE AGENDA OF THE COMMITTEE OF THE WHOLE PUBLIC SESSION BOARD MEETING OF SEPTEMBER 15, 2025, AS REPORTS.

CARRIED

H. APPROVAL OF MINUTES

H.1 Approval of Minutes

Moved by P. Mancini
Seconded by D. Reid

THAT THE MINUTES OF THE NOVEMBER 7, 2024, AUDIT COMMITTEE MEETING (PUBLIC SESSION) BE APPROVED AS PRINTED.

CARRIED

I. BUSINESS ARISING FROM THE MINUTES
Nil

J. PRESENTATIONS

K. REPORTS

K.1 March 31, 2025 – Specified Audit Procedures Report to the Ministry of Education

DRAFT

It was noted that the Annual Report, which engages KPMG based on specific reporting requirements, remained consistent with previous years and aligned with the Ministry's year-end reporting timeline.

L. NEW BUSINESS

L.1 Audit Committee Planning for 2025-2026

Dates were reviewed.

L. ADJOURNMENT

There being no further business before the Committee, Chairperson Hatfield adjourned the meeting at 3.34 P.M.

Next scheduled meeting of the Audit Committee is September 15, 2025

DRAFT