

## **AUDIT COMMITTEE CHAIR MANDATE**

### **Role**

The primary role of the Audit Committee Chair (the “**Committee Chair**”) is to:

- provide effective leadership of the Audit Committee (the “**Committee**”);
- manage the operations of the Committee, the relationships between management and the independent auditor and the Committee; and
- ensure the successful fulfillment of the Committee’s mandate and any other matters delegated to the Committee by the Board.

### **Appointment**

The Committee Chair will be a duly elected member of the Board, be appointed by the Board each year, and satisfy applicable independence standards and proficiency requirements.

### **Accountabilities and Responsibilities**

The Committee Chair shall have the accountabilities and responsibilities as set out below:

1. Ensure that the responsibilities and duties of the Committee, as outlined in its mandate, are well understood and effectively executed by the Committee members.
2. Chair all Committee meetings, including in camera sessions; In the absence of the Committee Chair, the other Committee members shall appoint a Committee member to chair the meeting.
3. Ensure that the Committee meets at least quarterly and as many additional times as necessary to carry out its duties effectively.
4. Promote proper flow of information to the other members of the Committee to ensure they are apprised of all matters that are material to MCAN and that fall within the scope of the Committee’s mandate.
5. Set the meeting agenda with input from other Committee members, the Chair of the Board, the Chief Executive Officer, the Chief Financial Officer, the Chief Audit Officer, Vice President, Information Technology, and the Secretary.
6. Ensure that sufficient time is allotted during Committee meetings for the effective discussion of agenda items and key issues and concerns.
7. Report to the Board on the activities and any recommendations of the Committee and act as liaison between the Committee and the Board.
8. Ensure that the Committee meets at least quarterly in closed sessions with the Chief Financial Officer, the Chief Audit Officer and the independent auditors.
9. Meet at least annually with the independent audit partner to discuss the annual independent audit engagement.

10. Within the limits set by the Committee, pre-approve any permitted services to be performed by the independent auditors which have not been approved by the Committee and inform the Committee of such pre-approvals at its next scheduled meeting.
11. Meet periodically throughout the year with the Chief Audit Officer to review and discuss internal audit and internal control environment matters.
12. Act as liaison between the Committee and MCAN management, the Chief Audit Officer, and the independent auditors and facilitate and foster constructive communication between them.
13. Receive any submissions made pursuant to the Whistleblowing Policy and follow the procedures set out in the Whistleblowing Policy with respect to handling such submissions.
14. Deal effectively with dissent and work constructively towards arriving at decisions and achieving consensus.
15. Liaise with chairs of the other committees on matters of mutual interest as needed.
16. Coordinate with the Committee to retain, oversee, compensate and terminate independent advisors/counsel to assist the Committee in its activities.
17. Together with the Conduct Review, Corporate Governance & Human Resources Committee, ensure that a performance evaluation of the Committee is conducted biennially.
18. Ensure this Mandate and the Audit Committee Mandate are reviewed annually and any recommendations for improvement be provided to the Board.

Approved: December 2023