

## **ALARIS EQUITY PARTNERS INCOME TRUST**

### **AUDIT COMMITTEE CHAIR POSITION DESCRIPTION**

In addition to the responsibilities and specific duties set out in the Individual Director Mandate and any other applicable Mandate or Position Description, the Chair (**Chair**) of the Audit Committee (**Committee**) of the board of trustees (**Board**) of Alaris Equity Partners Income Trust (**Trust**) has the responsibility and specific duties described below.

#### **APPOINTMENT**

The Chair will be a duly elected member of the Board and be appointed by the Board as the Committee Chair each year. The Chair will be independent under applicable law and will have appropriate competencies and skills as determined by the Governance Committee (**Governance Committee**) and the Board.

#### **RESPONSIBILITY**

The Chair provides independent, effective leadership to the Committee and leads the Committee in fulfilling the duties set out in its Mandate.

#### **SPECIFIC DUTIES**

The Chair will:

##### **Leadership**

1. Provide overall leadership to enhance the effectiveness of the Committee.
2. Take all reasonable steps to ensure that the responsibilities and duties of the Committee, as outlined in its Mandate, are well understood by the Committee members and executed as effectively as possible.

##### **Ethics**

3. Foster ethical and responsible decision-making by the Committee and its individual members.

##### **Committee Governance**

4. Provide effective Committee leadership, overseeing all aspects of the Committee's direction and administration in fulfilling the terms of its Mandate.
5. With the Governance Committee, oversee the structure, composition, membership and activities delegated to the Committee.
6. With the Governance Committee, ensure that the Committee is composed entirely of independent trustees applicable law.

##### **Committee Meetings**

7. Ensure that the Committee meets at least four times annually and as many additional times as needed to carry out its duties effectively.

8. With the Board Chair, other Committee members, the Secretary, members of management and outside advisors, as appropriate, establish the agenda for each Committee meeting.
9. Chair all meetings of the Committee, including closed sessions and in camera sessions. If the Committee Chair is not present at a meeting, the Committee members present will choose a Committee member to chair the meeting.
10. Ensure sufficient time during Committee meetings to fully discuss agenda items.
11. Encourage Committee members to ask questions and express viewpoints during meetings.
12. Deal with dissent and work constructively towards arriving at decisions and achieving consensus.
13. Ensure that the Committee meets in separate, regularly scheduled, non-management, closed sessions with the external auditor.
14. Ensure that the Committee meets in separate, regularly scheduled, non-management, in camera sessions.

### **Committee Reporting**

15. Following each meeting of the Committee, report to the Board on the activities, findings and any recommendations of the Committee.
16. Ensure that Committee materials are available to any Director on request.

### **Committee/Management Relationships**

17. Take all reasonable steps to ensure that Committee members receive written information and are exposed to presentations from management to fulfil the Committee Mandate.
18. Facilitate effective communication between Committee members and management, both inside and outside of Committee meetings.
19. Have an effective working relationship with members of management.

### **Evaluations**

20. Ensure that a performance evaluation of the Committee and the Committee Chair is conducted, soliciting input from all Committee members, other Trustees and appropriate members of management.

### **Advisors/Resources**

21. Ensure that resources and expertise are available to the Committee so that it may conduct its work effectively and efficiently.
22. Coordinate with the Committee to retain, oversee, compensate and terminate independent advisors to assist the Committee in its activities.

**Other**

23. Carry out any other appropriate duties and responsibilities assigned by the Board or delegated by the Committee.
24. To honour the spirit and intent of applicable law as it evolves, authority to make minor technical amendments to this Position Description is delegated to the Secretary, who will report any amendments to the Governance Committee at its next meeting.
25. Once or more annually, as the Governance Committee decides, this Position Description will be fully evaluated and updates recommended to the Board for consideration.

**Approved:** March 9, 2022

On Behalf of the Board:

Signed (*"John Ripley"*)

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John Ripley  
Chairman