



Audit Committee Agenda

Date: Tuesday, November 14, 2023

Location: Blended – MEC and WebEx

Time: 2:30 p.m. – 3:30 p.m.

1 Call to Order

2 Declaration of Possible Conflict of Interest

3 Approval of Agenda

3.1 Recommendation

That the Audit Committee agenda dated November 14, 2023 be approved.

4 Minutes of Previous Meeting – September 20, 2023

4.1 Recommendation

That the minutes of the September 20, 2023, Audit Committee meeting be adopted.

5 Items for Information

5.1 Report from the Regional Internal Audit Committee (RIAT)

5.2 Verbal update from the External Auditors Re: Consolidated Financial Statements

6 Motion to Move to In-Camera

6.1 Recommendation

That the Audit Committee move to in-camera, and once concluded, the Committee rise and immediately reconvenes in open session.

7 Recommendation(s) to the Board

7.1 Recommendation

That the Board accepts the auditor's report and consolidated financial statements prepared by BDO Canada LLP dated November 14, 2023, as approved by the TLDSB Audit Committee.

8 Additional Information Items

9 Next Meeting Date

9.1 Tuesday May 7, 2024 at 2:30 p.m. by hybrid delivery – in person at the Lindsay Education Centre or by the WebEx digital platform.

10 Adjournment

10.1 Recommendation

That the November 14, 2023 Audit Committee meeting adjourn as _____ and the next meeting be held on Tuesday May 7, 2024 at 2:30 p.m. or at the call of the Chair.

If you require this information in an accessible format, please contact Communications Services at info@tlds.on.ca.



Audit Committee Minutes

Date: Wednesday, September 20, 2023

Location: Blended – MEC and WebEx

Time: 2:30 p.m. to 3:00 p.m.

1 Call to Order

The meeting was called to order at 2:32 p.m. Jason Becker, External Auditor, and Community Member Shannon Johnston could not attend. A quorum was confirmed.

2 Declaration of Possible Conflict of Interest

None

3 Minutes of Previous Meeting

Moved by B. Reain - Seconded by B. Gefucia

That the minutes from the June 28, 2023, Audit Committee meeting be adopted as presented.

Carried

4 Items for Information

4.1 Verbal report from the External Auditor Re: September 2023 Update

4.2 Report from the Regional Internal Audit Team (RIAT) Re: 2023/2024 Work Plan

Moved by B. Gefucia – Seconded by B. Reain

That the Audit Committee receive the Internal Audit update for information and approved the proposed Regional Internal Audit Plan 2023-2025 as presented on September 20, 2023.

Carried

4.3 Verbal Discussion Re: Audit Committee Self-Assessment

4.4 Audit Committee Annual Report

Moved by C. Wilcox – Seconded by B. Reain

That the Audit Committee Annual Report dated September 20, 2023, be received by the Board and be submitted to the Ministry of Education to meet annual reporting requirements.

Carried

5 Motion to Move to In-Camera

Moved by B. Reain and Seconded by C. Wilcox

That the Audit Committee be moved to in-camera.

Carried

6 Recommendations to the Board

Moved by B. Reain and Seconded by C. Wilcox

That the External Audit Planning Report for the year ending August 31, 2023, be received and approved.

Carried

7 Additional Information Items

7.1 Resignation of Community Member

The Committee accepted the resignation of Community Member Shannon Johnston. A posting will be put out seeking a new member.

8 Next Meeting Date

8.1 Tuesday, November 14, 2023, at 2:30 pm *Blended – Google/Muskoka Education Centre

8.2 Tuesday, May 7, 2024, at 2:30 pm *Blended – Google/Lindsay Education Centre

9 Adjournment

Moved by B. Reain and Seconded by B. Gefucia

That the September 20, 2023, Audit Committee meeting adjourn at 3:29 p.m. and the next meeting be held on Tuesday, November 14, 2023 at 2:30 p.m. or at the call of the Chair.

Carried

If you require this information in an accessible format, please contact Communications Services at info@tldsbn.on.ca.



Trillium Lakelands District School Board

TO: The Chairperson and Members of the TLDSB Audit Committee
FROM: Regional Internal Audit Manager
DATE: November 14, 2023
SUBJECT: Internal Audit Update

1. Purpose

This report provides information on work that the Regional Internal Audit Team (RIAT) has undertaken since the last update on September 20, 2023.

2. Content

2.1. Regional Internal Audit Plan Status 2023-2024

Audit Entities	Objective and scope	Timelines	Status
Risk Management/ Strategic Planning	<u>TLD 23-1 Risk Prioritization and Department-Level Evaluation</u> Description: The objective of the project is to develop an assessment of board and department-level risks, linked to the audit universe, which contributes to the achievement of the strategic or operational objectives of the school board.	Fall 2023/Winter 2024	Planning stage
Business Controls Management /Recruitment and Retention /Financial Management	<u>TLD 23-2 HR Audit Follow-up Assessment</u> Description: The objective of the audit is to provide management with a fair, independent, and objective assessment of the implementation status of the Human Resource Services Audit recommendations conducted by Deloitte in 2021/2022.	Winter/Spring 2024	Not initiated.

2.2. Regional Internal Audit Plan Status 2022-2023

Audit Entities	Objective and scope	Status
Risk Management/ Strategic Planning	<u>TLD 22-3 International Student Process</u> Description: The purpose of this engagement is to provide management with a fair, independent, and objective assessment of the application and admission processes for International Students at TLDSB.	Fieldwork completed. An audit report is being finalized.

Respectfully Submitted by: *Jeff Henderson, Regional Internal Audit Manager*