MINUTES OF THE REGULAR VIRTUAL MEETING OF THE AUDIT COMMITTEE
OPEN (PUBLIC) SESSION

HELD TUESDAY, NOVEMBER 17, 2020

Trustees: A. Kennedy, Chair
M. Del Grande

Non-Voting Trustee: J. Martino

External Members: N. Borges
R. Singh

Staff: L. Noronha
S. Camacho
D. Bilenduke
P. De Cock
D. De Souza
M. Eldridge
C. Giambattista
O. Malik
P. Matthews
T. Sanza
G. Sequeira
B. Shannon

S. Pellegrini, Acting Recording Secretary

External Auditors: T. Ferguson, Deloitte LLP
P. Hatt, Toronto and Area Regional Internal Audit Team
N. Rolfe, KPMG
H. Wong, KPMG

4. Roll Call & Apologies

An apology was extended on behalf of Trustee Di Giorgio.

5. Approval of the Agenda

MOVED by Nancy Borges, seconded by Trustee Del Grande, that the Agenda be approved.

On the Vote taken, the Motion was declared

CARRIED

6. Declarations of Interest

There were none.

7. Approval & Signing of the Minutes of the Previous Meeting

MOVED by Nancy Borges, seconded by Ryan Singh, that the Minutes of the Meeting held September 30, 2020 be approved.

On the Vote taken, the Motion was declared

CARRIED

9. Presentation

MOVED by Nancy Borges, seconded by Ryan Singh, that Item 9a) be adopted as follows:

9a) Paula Hatt, representing the Toronto and Area Regional Internal Audit Team received.

On the Vote taken, the Motion was declared

CARRIED

MOVED by Ryan Singh, seconded by Nancy Borges, that 9b) be adopted as follows:

9b) Paula Hatt, representing the Toronto and Area Regional Internal Audit Team received.

On the Vote taken, the Motion was declared

CARRIED

14. Staff Reports

MOVED by Ryan Singh, seconded by Nancy Borges, that Item 14a) be adopted as follows:

14a) Paula Hatt, representing the Toronto and Area Regional Internal Audit Team (RIAT), regarding the RIAT Update received.

On the Vote taken, the Motion was declared

CARRIED

MOVED by Nancy Borges, seconded by Ryan Singh, that Item 14b) be adopted as follows:

14b) Paula Hatt, representing the Toronto and Area Regional Internal Audit Team (RIAT), regarding the RIAT Records Management and Privacy Audit Report received.

On the Vote taken, the Motion was declared

CARRIED

MOVED by Ryan Singh, seconded by Trustee Del Grande, that Item 14c) be adopted as follows:

14c) Audit Committee Community Members Assessment:

1. That the Audit Committee approve the recommended process detailed in Section D of the report and the draft Community Member Assessment Form as Appendix A of the report; and

2. That the Audit Committee approve the distribution of the Community Member Assessment form to the Community Members.

MOVED IN AMENDMENT by Nancy Borges, seconded by Ryan Singh, that the Audit Committee Community Member Assessment Form be completed on an annual basis and that it be concurrent with the Audit Committee Self-Assessment.

On the Vote taken, the Amendment was declared

CARRIED

On the Vote taken, the Motion, as amended was declared

CARRIED

MOVED by Ryan Singh, seconded by Nancy Borges, that Item 14d) be adopted as follows:

14d) 2019-20 Annual Report of the Audit Committee that this 2019-20 Annual Report be adopted by the Audit Committee and submitted on its own behalf to the Board at its Corporate Services Committee (Private Session) meeting on December 9th 2020, and subsequently, to the Ministry of Education in the required condensed format.

On the Vote taken, Motion was declared

CARRIED

MOVED by Ryan Singh, seconded by Nancy Borges, that Item 14e) be adopted as follows:

14e) Audit Committee Annual Agenda/Checklist received.

On the Vote taken, Motion was declared

CARRIED

16. Inquiries and Miscellaneous

MOVED by Ryan Singh, seconded by Nancy Borges, that Item 16a) be adopted as follows:

16a) Audit Committee Meeting Dates received.

On the Vote taken, the Motion was declared

CARRIED

17. Updating of Pending List

MOVED by Nancy Borges, seconded by Ryan Singh, that Item 17) be adopted as follows:

17) Pending List received.

MOVED IN AMENDMENT by Nancy Borges, seconded by Ryan Singh, that Staff provide a report to the Audit Committee regarding fees paid or payable to the external Auditor for audit and audit-related and permitted non-audit services in concurrence with the Audited Financial Statements.

On the Vote taken, the Amendment was declared

CARRIED

On the Vote taken, the Motion, as amended was declared

CARRIED

MOVED by Ryan Singh, seconded by Nancy Borges, that the meeting resolve into Closed (PRIVATE) Session.

On the Vote taken, the Motion was declared

CARRIED

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SECRETARY CHAIR