



## AUDIT COMMITTEE REPORT (PUBLIC)

Monday, November 25, 2024

7:00 pm

Trustees' Committee Room  
133 Greenbank Road  
Ottawa, Ontario

Members: Donna Blackburn (Trustee), Julia Fortey (Trustee) (electronic participation), Jennifer Jennekens (Trustee), Brian Burns (External Member), Chandrasekhar Krishnamurthy (External Member)

Staff and Guests Lynn Scott (Trustee) (electronic Participation), Pino Buffone (Director of Education), Randy Gerrior (Associate Director, Business Operations), James Proulx (Executive Officer, Technological Support Services), Teri Adamthwaite (General Manager, Finance), Diane Pernari (General Manager, Communications & Information Services), Kim Lebrun (Team Manager, Financial Services), Gordon Champagne (Senior Regional Internal Auditor), Darren Gatley (Senior Board Coordinator), Ian Muirhead (Finance Officer), Genevieve Segu (Regional Internal Audit Team Manager)

Others Present Rob Clayton (KPMG LLB), Erin Butler (KPMG LLB)

1. Call to Order

Associate Director Gerrior called the public session to order at 7:00 p.m.

2. Acknowledgement of Territorial Lands

Associate Director Gerrior acknowledged that the meeting is taking place on unceded Algonquin Homelands and thanked the Algonquin Nations for hosting the meeting on their land.

3. Approval of Agenda

**Moved by Trustee Blackburn,  
THAT the agenda be approved.**

**Carried**

4. Declarations of Interest

No declarations of interest were filed.

5. Delegations

There were no delegations.

6. Associate Director's Report

Associate Director Gerrior reported the following:

- There was no meeting of the Audit Committee in October 2024;
- Chandrasekhar Krishnamurthy, the Committee's new external member, was welcomed to the meeting; and
- Shannon Hoefft was thanked for her work on the Audit Committee.

7. Matters for Action

7.1 Election of the Chair

Associate Director Gerrior reviewed the election process and called for nominations.

Trustee Jennekens nominated Trustee Blackburn,

By acclamation, Associate Director Gerrior declared Trustee Blackburn as Chair of the Audit Committee.

Chair Blackburn called for a round table of introductions.

7.2 Review of Audit Committee Report

a. 18 September 2024

**Moved by Brian Burns,**

**THAT the Audit Committee report, dated 18 September 2024, be received.**

**Carried**

b. Business Arising

There was no business arising.

7.3 Report 24-126, Draft 2023-2024 Consolidated Financial Statements (R. Gerrior)

Your Committee had before it Report 24-126, seeking approval of the draft 2023-2024 Consolidated Financial Statements.

Associate Director of Business Gerrior noted that the statements include the activity and balances of the Ottawa-Carleton Education Network (OCENET), school generated funds (SGF) held by individual schools and school councils,

and the Ottawa Student Transportation Authority (OSTA). The OCDSB is posting an unappropriated deficit of \$12.1 million which is mostly attributed to the impact of the repeal of Bill 124 which limited public sector workers' compensation increases to a maximum of one per cent a year for three years.

**Moved by Trustee Jennekens,**

**THAT the draft 2023-2024 Consolidated Financial Statements attached as Appendix A to Report 24-126 be approved. (Attached as Appendix A)**

**Carried**

7.4 Report 24-131, 2023-2024 Annual Report on Internal Audit Activity (R. Gerrior)

Your Committee had before it Report 24-131, seeking approval of Appendix A to Report 24-131 as its annual report to the Board summarizing the work performed by the regional internal audit team (RIAT) during 2023-2024 in accordance with *Ontario Regulation 361/10, Audit Committees*.

Associate Director Gerrior noted that the RIAT's work plan for 2023-2024 included educational assistant deployment engagement; follow-up procedures on past audits; safe schools; and legislative compliance.

**Moved by Chandrasekhar Krishnamurthy,**

**THAT Appendix A to Report 24-131 be approved as the 2023-2024 Annual Report on Internal Audit Activity. (Attached as Appendix B)**

**Carried**

7.5 Report 24-132, Audit Committee Annual Report for 2023-2024 (R. Gerrior)

Your Committee had before it Report 24-132, seeking approval of Report 24-132 as the 2023-2024 annual report of activities for submission to the Board in accordance with *Ontario Regulation 361/10, Audit Committees*.

Associate Director Gerrior noted that the Audit Committee met five (5) times during 2023-2024 to review the draft financial statements, liaise with the external and internal auditors, and work on educational assistant deployment engagement, follow-up procedures on past audits, safe schools, and legislative requirements. The Audit Committee also reviewed financial projections, risk management activities, regulatory compliance, and provided oversight of internal controls and regulatory compliance reporting.

In response to a query, it was noted that the number of Audit Committee members in attendance at the various meetings would be added to the report prior to its submission to the Board.

**Moved by Brian Burns,**

**THAT Report 24-132 be approved as the Audit Committee Annual Report to the Board for 2023-2024. (Attached as Appendix C)**

**Carried**

8. Matters for Discussion

8.1 Report 24-127, Analysis of the District's 2023-2024 Financial Results (R. Gerrior)

Your Committee had before it Report 24-127, providing for discussion, information regarding the District's financial results for the year ended 31 August 2024.

Associate Director Gerrior noted that the District's actual operating deficit is \$12.1 million which is primarily due to wage increases, and funding shortfalls for Bill 124 payouts. The cost of replacement workers continues to be a problem for the District, as does rising costs for school operations, fluctuating student registration, inflationary cost increases, maintenance and portable moves, and the lack of reserves. Associate Director Gerrior suggested that the Board continue its advocacy efforts in the areas of replacement workers and special education.

Associate Director Gerrior noted that the Ministry of Education will expect the District to have a financial recovery plan that could possibly include fundamental program changes. Rebuilding the financial reserves will also need to be a priority during the budgeting process.

8.2 RIAT Update

Genevieve Segu provided an update on the activities of the Regional Internal Audit Team. She noted that they are making progress on the safe schools initiative and gathering data from several similar sized school boards for comparison. It is estimated that a report on the project will be available in January 2025. She also noted that Part 2 of the reallocation initiative has been postponed, and that a regional workshop on strategic risk assessment was held.

9. Information Items

9.1 Long Range Agenda

The long range agenda was provided for information.

10. New Business

There was no new business.

11. Upcoming Meeting Dates

The upcoming meeting dates were provided for information.

12. Adjournment

The public meeting adjourned at 7:25 p.m.

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Donna Blackburn, Chair, Audit Committee