

RIDEAU VALLEY CONSERVATION AUTHORITY
Box 599, 3889 Rideau Valley Drive
Manotick, Ontario, K4M 1A5
(613) 692-3571, 1-800-267-3504

Held Electronically via Zoom

DRAFT MINUTES

Audit Committee Meeting

April 8, 2024

#1/24

Present: Barry Card Steve Fournier
Anne Robinson Kristin Strackerjan
Adrian Wynands

Staff: Sommer Casgrain-Robertson Kathy Dallaire
Marissa Grondin

Guests: Ian Murphy, MNP LLP

Chair Strackerjan called the meeting to order at 11:05 p.m.

A roll call was taken to confirm attendance.

1.0 Agenda Review

Chair Strackerjan reviewed the Agenda.

2.0 Adoption of Agenda

Resolution 1-240408

Moved by: Anne Robinson

Seconded by: Steve Fournier

THAT the Audit Committee of the Rideau Valley Conservation Authority adopts the Agenda as circulated.

Resolution Carried

3.0 Declaration of Interest

No declarations of interest were identified.

4.0 Approval of Minutes of April 19, 2023

Resolution 2-240408

Moved by: Adrian Wynands

Seconded by: Anne Robinson

THAT the Audit Committee of the Rideau Valley Conservation Authority approves the Minutes of the Audit Committee Meeting #01/23, April 19, 2023 as circulated.

Resolution Carried

5.0 Business Arising from the Minutes

None.

6.0 Draft Audited Financial Statements and Audit Report for 2023

Kathy Dallaire introduced Ian Murphy, Partner with MNP LLP. He presented draft Audited Financial Statements, the Audit Findings Report and Management Letter for the year ending December 31, 2023. Mr. Murphy highlighted that the audit opinion was clean, with no incidents of fraud detected and no significant concerns with internal controls.

Members expressed their appreciation for the positive financial position of the RVCA and complimented staff for their excellent work. Members commented that reserves put the organization in a strong financial position and reflects a well executed long term plan.

Chair Strackerjan and Kathy Dallaire thanked Mr. Murphy and his team for their professionalism and service. Additionally, Ms. Dallaire thanked her staff for all their assistance during the audit process as she had to be away for part of it due to a personal matter.

7.0 In-Camera Session

There were no items requiring an in-camera session.

8.0 Member Inquiries

Sommer Casgrain-Robertson reminded members that the audited financial statements will be presented to the Board of Directors on April 25, 2024.

A member inquired about the future ownership of the land on which the RVCA building is situated and whether the RVCA plans to purchase it from the City of Ottawa. Ms. Casgrain-Robertson explained that the City of Ottawa may be unwilling or unable to sell the land due to its connection to the surrounding park, however, she indicated that the City is a close partner and it is unlikely that RVCA's occupancy would be at risk given the joint investment made by the

RVCA and City of Ottawa. Staff will begin to reach out to City staff to determine what steps will need to be taken when the debenture comes to an end in 2030.

Resolution 3-240408

Moved by:

Barry Card

Seconded by:

Steve Fournier

THAT the Audit Committee of the Rideau Valley Conservation Authority receive the draft Audited Financial Statements, Audit Findings Report and Management Letter for the year ending December 31, 2023 and recommend that it be presented to the Board of Directors at their meeting on April 25, 2024.

Resolution Carried

9.0 New Business

None

10.0 Adjournment

The Chair adjourned the meeting at 11:26 p.m. on a motion by Adrian Wynands which was seconded by Anne Robinson.

Kristin Strackerjan
Chair

Marissa Grondin
Recording Secretary

Sommer Casgrain-Robertson
General Manager / Secretary-Treasurer

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