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Report to / Rapport au:

**Ottawa Public Library Board
Conseil d'administration de la Bibliothèque publique d'Ottawa**

September 13, 2022 / 13 septembre 2022

Submitted by / Soumis par:

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File Number: OPLB-2022-0913-10.7

SUBJECT: 2021 Financial Statements

OBJET: Rapport financier 2021

REPORT RECOMMENDATION

That the Ottawa Public Library Board receive the 2021 Financial Statements.

RECOMMANDATION DU RAPPORT

Que le Conseil d'administration de la Bibliothèque publique d'Ottawa prenne connaissance du rapport financier 2021.

BACKGROUND

Ottawa Public Library (OPL) is required to produce audited annual financial statements as a condition to receiving the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTC) Public Library Operating, Pay Equity, and First Nations Salary Supplement Grant, commonly referred to as the "PLOG". *The Municipal Act, 2001*, s. 296 (11) states that it is acceptable for an external board to supply its financial information in a consolidated audited municipal financial statement so long as the financial information on the external board is provided in a separate schedule or

appendix for the benefit of the external board. Additionally, *The Municipal Act, 2001*, s. 296 (12) states that an external [library] board is not required to have its own auditor. Accordingly, at its meeting on November 20, 2006, the OPL Board consolidated the annual financial audit into the overall municipal audit and no longer completes its own audited financial statement. (Appendix 1 attached)

The Accounting Branch of the City of Ottawa's Corporate Financial Service Department, in support of The Municipal Act, 2001, prepares an appendix (Appendix 2 attached) that includes detailed information of revenues, expenditures, and reserves. This detailed information is considered to be unaudited although summary of the detailed information in the appendix supports the condensed totals included in the consolidated audited municipal financial statement.

The purpose of this report is to provide the Board with the 2021 audited financial statements.

DISCUSSION

Attached in Appendix 1 is a copy of the OPL schedule that formed part of the audited 2021 City of Ottawa Consolidated Financial Statements (Appendix 3), provided to Ottawa City Council on June 22, 2022. This schedule format has been approved by the Province.

In 2021, the Province of Ontario (Province) opened the PLOG application process in mid-August with an anticipated completion of the program prior to the end of the 2021 fiscal year-end. It is anticipated that similar timelines will apply through the balance of the 2022 fiscal year. The OPL unaudited financial statements are attached in Appendix 2 to provide more detailed, supplemental information to the Board.

CONSULTATION

There were no consultations performed for the purpose of this report.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

BOARD PRIORITIES

This report falls within the Board core value of Integrity.

BUSINESS ANALYSIS IMPLICATIONS

There are no business analysis implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

INDIGENOUS AND GENDER EQUITY IMPLICATIONS

There are no specific Indigenous, gender or race equality implications associated with the report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

SUPPORTING DOCUMENTATION

Appendix 1 – City of Ottawa Audit – Condensed supplementary information from
Audited Statements – OPLB 2021

Appendix 2 – 2021 Ottawa Public Library Board Financial Statements (Unaudited)

Appendix 3 – 2021 City of Ottawa Consolidated Financial Statements

DISPOSITION

Upon receipt by the Board, staff will forward the 2021 Financial Statement and Appendix 1 to the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTC) as a requirement of the application process for the PLOG.