

Subject: Approval of Community Services Program Audits

Report to: Public Health and Social Services Committee

Report date: Tuesday, July 8, 2025

Recommendations

1. That the 2023 draft audited Long-Term Care Home Annual Reports for the year ended December 31, 2023 (Appendices 1-8 to Report COM 23-2025), **BE APPROVED**;
2. That the draft audited annual reconciliation return for the Community Support Services Program (Appendix 9 to Report COM 23-2025) for the year ended March 31, 2025, **BE APPROVED**;
3. That the draft audited schedule of revenue and expenses for the Reaching Home Program (Appendix 10 to Report COM 23-2025) for the year ended March 31, 2025, **BE APPROVED**;
4. That the draft audited schedule of revenue and expenses for the Unsheltered Homelessness and Encampments Initiative (UHEI) program for the year ended March 31, 2025 (Appendix 11 to Report COM 23-2025), **BE APPROVED**;
5. That staff **BE DIRECTED** to co-ordinate with the auditor to finalize the statements as presented; and
6. That this report **BE FORWARDED** to the Region's Audit Committee for information.

Key Facts

- The purpose of this report is to obtain approval for the draft audited Long-Term Care Home Annual Reports, the audited annual reconciliation return ("ARR") and the schedules of revenue and expenses ("financial schedule") in accordance with the federal and provincial funding requirements.
- The ministry submission deadline for all programs has been extended to July 31, 2025, to allow sufficient time for audit completion and necessary approvals.
- As per Financial Reporting and Forecasting Policy (C-F-020), other financial statements or schedules performed for Ministry funding purposes, will be recommended for approval to Council by the standing committee with oversight of the program. Upon approval by Council, the department commissioner, or delegated authority, and the Treasurer will be authorized to sign the auditor's representation

letter to obtain the auditor's signed report. The approved statements will then be forwarded to Audit Committee for information.

Financial Considerations

The draft 2023 Long-Term Care Home Annual Reports, attached as Appendices 1 through 8 to Report COM 23-2025, have been prepared in compliance with the financial reporting guidelines and policies stipulated by the Ontario Ministry of Long-Term Care. The Long-Term Care Home Annual Reports enable the Ministry to calculate the allowable subsidy for the funding period. Following its review of the audited reports, the Ministry will determine any receivable or payable amounts related to funding for the year ended December 31, 2023.

The ARR of the Community Support Services program (also referred to as Seniors Community Programs), along with the financial schedules for the Reaching Home and UHEI programs, have also been prepared in compliance with the respective ministry guidelines. A draft copy of the ARR for the Community Support Services program is attached as Appendix 9 to Report COM 23-2025, a draft copy of the financial schedule for the Reaching Home program is attached as Appendix 10 to Report COM 23-2025 and a draft copy of the financial schedule for the UHEI as Appendix 11 to Report COM 23-2025.

These reports and financial schedules have been prepared specifically to meet the requirements outlined in the service agreements with the respective funding ministries. As noted in the audit reports, these are mandatory provincial and federal reporting requirements. The financial schedules are intended to assist the Region in complying with these guidelines and may not be appropriate for other purposes.

Analysis

The ARR and the financial schedules were audited by Niagara Region's external auditors, KPMG. The auditors have indicated that, based on their review, nothing has come to their attention that causes them to believe that this information is not, in all material aspects, in accordance with the requirements identified.

The recommendation for approval of audited schedules performed for ministry funding purposes rest with the Committee to which the department is responsible for the funding reports. Upon approval by Committee and Council, the department's Commissioner and Treasurer will be authorized to sign the auditor's representation letter to obtain the

auditor's signed report. These schedules are then forwarded to the Audit Committee for information.

Below is a summary of the results of the audited schedules. These financial schedules are subject to minor wording changes once the schedules are finalized:

- Long-Term Care Home Annual Reports - As of December 31, 2023, an estimated returnable of approximately \$517,592 (or 0.43% of the total Long-Term Care budget) was reflected in the Niagara Region's consolidated financial statements. This returnable is subject to Ministry review and approval, therefore the actual amount to be repaid to the Ministry in the future may be different than the above stated estimate. Any difference between the estimate and the allowable subsidy calculated by the Ministry will be adjusted in the year that the Ministry determines the final settlement. The repayable amount is not a result of unspent ministry per diems, but rather it occurs when the actual resident accommodation fees collected are in excess of the resident fees estimated by the Ministry when funding is advanced. This is mainly attributed to lower than normal accommodation fees collected during 2020/2021 due to the pandemic that is still being factored into ministry estimates.
- Community Support Service – no funds returnable for the current reporting period of April 1, 2024 through March 31, 2025
- Reaching Home Program (supporting homelessness services) - commences April 1, 2019, and ends March 31, 2028, and has no funds returnable for the current reporting period of April 1, 2024 through March 31, 2025
- Unsheltered Homelessness and Encampment Initiative (supporting homelessness services) - no funds returnable for the current reporting period of April 1, 2024 through March 31, 2025

Alternatives Reviewed

The audited financial schedules are a Ministry requirement and therefore no alternatives are available.

Relationship to Council Strategic Priorities

Council Strategic Priority: Effective Region

Objective 1.3 - Deliver fiscally responsible and sustainable core services.

The audited financial reports support this objective by ensuring transparency, accountability, and compliance with reporting standards required by funding partners. The audit process also validates the effective management of public funds, whether from ministry allocations or the levy.

Other Pertinent Reports

None.

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Recommended by:

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Submitted by:

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This report was prepared in consultation with Jordan Gamble, Senior Program Financial Specialist and John Pickles, Program Financial Specialist

Appendices

Appendix 1	2023 Long-Term Care Home Annual Report – Deer Park Villa
Appendix 2	2023 Long-Term Care Home Annual Report – Douglas H. Rapelje
Appendix 3	2023 Long-Term Care Home Annual Report – Gilmore Lodge
Appendix 4	2023 Long-Term Care Home Annual Report – Linhaven
Appendix 5	2023 Long-Term Care Home Annual Report – The Meadows of Dorchester
Appendix 6	2023 Long-Term Care Home Annual Report – Northland Pointe

Appendix 7	2023 Long-Term Care Home Annual Report – Upper Canada Lodge
Appendix 8	2023 Long-Term Care Home Annual Report – The Woodlands of Sunset
Appendix 9	Community Support Services Program – 2025 Annual Reconciliation Return
Appendix 10	Reaching Home Program – 2025 Schedule of Revenue and Expenses
Appendix 11	Unsheltered Homelessness and Encampments Initiative – 2025 Schedule of Revenue and Expenses