DISTRICT OF RAINY RIVER SERVICES BOARD	**SECTION:** Governance **POLICY TITLE:** Annual Accountability Review
POLICY NO: G-1.0	**POLICY AREA:** Board Accountability
ORIGINAL DATE: May 21, 2026	**OWNER:** Corporate Secretary-Treasurer (CAO)
REVISION DATE: N/A	**APPROVAL AUTHORITY:** Board of Directors
NEXT REVIEW DATE: May 2030	**APPROVED BY:** Resolution #27/26

1. Purpose

To establish the annual accountability review required by DRRSB’s By-Law No. 1.

2. Scope

This policy applies to the annual accountability review meeting of the Board and to the preparation of accountability materials brought forward to that meeting.

3. Policy

3.1 The Board shall hold an annual accountability review as part of a regular meeting.

3.2 The annual accountability review shall be used to receive and consider the organization’s annual audited financial statements and a summary of strategic and service results (e.g., annual report).

3.3 The annual accountability review should support transparency to municipalities, district residents, service partners, and other stakeholders.

3.4 Administration shall prepare and bring forward the required reports in a form that is clear, publicly understandable, and aligned with the Board’s strategic priorities, legal obligations, and accountability commitments.

3.5 The Board may direct additional annual accountability reporting where needed to support governance oversight, risk review, strategic monitoring, or statutory accountability.

3.6 At minimum, the annual accountability review package provided to municipalities should include the audited financial statements, auditor findings, if applicable, annual report, and any other reporting required by Board policy or funding partners.

4. Roles and Responsibilities

4.1 Board of Directors: Receives and reviews the accountability package, asks questions, and uses the information to support oversight and inform future direction.

4.2 Chair: Works with the Chief Administrative Officer (CAO) to ensure the annual accountability review is scheduled and conducted effectively.

4.3 CAO: Coordinates preparation of the annual accountability review material and ensures material is provided to the Board and municipalities.

4.4 External Auditor: Presents the annual audited financial statements and any required audit communications.

5. Related Tools and Policies

- DRRSB By-Law No. 1 (2026)
- DRRSB Strategic Plan