Algonquin Child and Family
Services (o/a Hands
TheFamilyHelpNetwork.ca)
Financial Statements
For the year ended March 31, 2019

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Independent Auditor's Report

To the Board of Directors of Algonquin Child and Family Services (o/a Hands TheFamilyHelpNetwork.ca)

Opinion

We have audited the financial statements of Algonquin Child and Family Services (o/a Hands TheFamilyHelpNetwork.ca) (the "Entity"), which comprise the statement of financial position as at March 31, 2019, the statements of operations, changes in net assets, and cash flows for the year then ended, and notes to the audit financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the "Entity" as at March 31, 2019, and its results of operations and its cash flows for the year then ended in accordance with the reporting provisions established by the Ministry of Children, Community and Social Services (MCCSS) as described in Note 1.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the "Entity" in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Basis of Accounting and Restriction on Use

Without modifying our opinion, we draw attention to Note 1 to the financial statements which describes the basis of accounting. The financial statements are prepared to assist the "Entity" to comply with the reporting provisions established by the Ministry of Health referred to above. As a result, the financial statements may not be suitable for another purpose. Our report is intended solely for the Directors of the "Entity" and the MCCSS should not be used by parties other than the Directors of the "Entity" and the MCCSS.

Other Information

Management is responsible for the other information. The other information comprises:

 The information, other than the financial statements and our auditor's report thereon, included in the Unaudited Supplementary Financial Information.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

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In connection with our audit of the financial statements our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge of information obtained in the audit, or otherwise appears to be materially misstated.

We obtained the Unaudited Supplementary Financial Information prior to the date of this auditor's report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in this auditor's report. We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the reporting provisions established by the MCCSS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the "Entity"'s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the "Entity" or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the "Entity"'s financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due
 to fraud or error, design and perform audit procedures responsive to those risks, and obtain
 audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of
 not detecting a material misstatement resulting from fraud is higher than for one resulting from
 error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the
 override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit
 procedures that are appropriate in the circumstances, but not for the purpose of expressing an
 opinion on the effectiveness of the "Entity"'s internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting

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and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the "Entity"'s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the "Entity" to cease to continue as a going concern.

• Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

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Chartered Professional Accountants, Licensed Public Accountants

North Bay, Ontario May 27, 2019

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Algonquin Child and Family Services (o/a Hands TheFamilyHelpNetwork.ca) Statement of Financial Position

March 31		2019	2018
Assets			
Current Cash and cash equivalents Short-term investments (Note 3) Accounts receivable (Note 4)	\$	2,490,128 19,099 463,546	\$ 1,760,337 1,116,597 1,355,752
		2,972,773	4,232,686
Property acquisition costs (Note 5)	- \$	2,589,670 5,562,443	\$ 2,839,842 7,072,528
Liabilities and Net Assets			
Current Accounts payable and accrued liabilities (Note 6) Due to funding Ministries (Note 7) Current portion of long-term debt (Note 8) Deferred revenue (Note 9)	\$	2,290,565 1,439,953 93,231 124,661	\$ 3,998,701 1,238,554 92,273 36,071
		3,948,410	5,365,599
Long-term debt (Note 8)	_	1,368,033	 1,460,929
	_	5,316,443	 6,826,528
Net Assets Internally restricted - Invested in Capital Assets	_	246,000	 246,000
	\$	5,562,443	\$ 7,072,528
On behalf of the Board: Director			
Director			

Algonquin Child and Family Services (o/a Hands TheFamilyHelpNetwork.ca) Statement of Operations

For the year ended March 31		2019 Budget		2019 Actual	2018 Actua
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Revenues	,	24 420 404		24 042 240	22.000.448
MCCSS - operating revenue	\$	24,428,601	\$	21,943,310 \$	23,999,468
MCCSS - one time		853,400		1,396,691	2,346,532
MCCSS - capital funding		· ·		(407 540)	955,635
MCCSS - in year recoveries		•		(127,510)	(309,911
Ministry of Education		250 3/2		250.3/2	564,218
Ministry of the Attorney General		258,362		258,362	255,910
Health Canada		450.000		234,160	234,160
Department of Justice Canada		150,000		166,750	201,474
Other revenue		•		278,437	64,727
Net charitable donations and fundraising		•		165,499	133,882
Deferred revenue, beginning of year (Note 9)		8		36,071	1,004,354
Deferred revenue, end of year (Note 9)		•		(124,661)	(36,071
	17000	25,690,363	_	24,227,109	29,414,378
Expenses					
Salaries		11,292,431		11,659,087	10,046,871
Benefits		2,258,488		1,986,274	1,828,168
Transportation		493,314		474,090	496,783
Communication		149,697		156,301	163,586
Rent/Lease/Mortgage principal and interest		463,401		378,632	716,026
Utilities		160,223		122,022	82,610
Staff training		154,736		125,000	152,239
Advertising and promotion		38,200		104,080	140,376
Repairs and maintenance		207,617		470,556	563,666
Professional/Contracted-out services		254,857		357,408	532,486
Purchased client services		268,204		414,289	627,816
Insurance		71,667		79,612	72,561
Other services		69,293		91,268	83,271
Supplies and equipment		483,285		700,552	915,237
HST		(65,880)		(255,462)	(199,826
Transfer payments to clients/agencies		9,582,864		6,928,000	10,624,974
One-time expenses				•	35,931
Other programs		5,000		170,359	34,900
Capital expenditures		-		•	2,141,605
Special initiatives	_	· · · · · · · · · · · · · · · · · · ·		63,644	
	_	25,887,397		24,025,712	29,059,280
Excess of revenues over expenses					
before item below		(197,034)		201,397	355,098
Due (to) from funding Ministries		-		(201,397)	(475,851
Excess (deficiency) of revenues over					
expenses for the year	\$	(197,034)	\$	- \$	(120,753)

Algonquin Child and Family Services (o/a Hands TheFamilyHelpNetwork.ca) Statement of Changes in Net Assets

For the year ended March 31	 2019	 2018
Unrestricted Net Assets, beginning of year	\$ -	\$ 120,753
Excess (deficiency) of revenues over expenses	 <u>-</u>	 (120,753)
Unrestricted Net Assets, end of year	\$ •	\$ -
Invested in Capital Assets, beginning of year	\$ 246,000	\$ 246,000
Change during the year	 	
Invested in Capital Assets, end of year	\$ 246,000	\$ 246,000

Algonquin Child and Family Services (o/a Hands TheFamilyHelpNetwork.ca) Statement of Cash Flows

For the year ended March 31	2019	2018
Cash provided by (used in)		
Operating activities Excess (deficiency) of revenues over expenses for the year Items not involving cash	\$ - \$	(120,753)
Amortization of property acquisition costs	91,938	90,105
Changes in non-cash working capital balances		
Short-term investments	1,097,498	(9,964)
Accounts receivable	892,206	283,809
Accounts payable and accrued liabilities	(1,708,136)	(63,507)
Due to funding Ministries	201,399	492,545
Deferred revenue	88,590	(968, 283)
	663,495	(296,048)
Investing and Financing activities		
Property acquisition recovery (costs)	158,234	(1,185,451)
Repayment of long-term debt	(91,938)	(90,105)
N N	66,296	(1,275,556)
Increase (decrease) in cash and cash equivalents		
during the year	729,791	(1,571,604)
Cash and cash equivalents, beginning of year	1,760,337	3,331,941
Cash and cash equivalents, end of year	\$ 2,490,128 \$	1,760,337

March 31, 2019

1. Summary of Significant Accounting Policies

Nature and Purpose of Organization

The organization is a non-profit organization created by Letters Patent on July 21, 2000 in the jurisdiction of the Province of Ontario. The organization began operating under funding contracts with the Ministry of Children, Community and Social Services (MCCSS) on April 1, 2001 replacing the former organizations Nipissing Children's Mental Health Services and the District of Parry Sound Child and Family Centre. Its principal activities consist of providing multidisciplinary services to children, adolescents and developmentally challenged individuals and their families in the Districts of Nipissing, Muskoka and Parry Sound.

The organization is a registered charity under the Income Tax Act and as such is not subject to Canadian Income Taxes.

Basis of Accounting

These financial statements have been prepared by the organization in accordance with accounting principles prescribed by the MCCSS and are considered appropriate for not-for-profit entities of this nature. These principles are consistent with those used in prior years. The basis of accounting used in these financial statements may materially differ from Canadian accounting standards for not-for-profit organizations as described in the following:

i) Modified Accrual

The organization utilizes the modified accrual basis of accounting. This method provides for short-term accruals (within 30 days of year end) of revenue and expenses. Expenses paid once a year are expensed in the period paid, without provision for prepaid expenses. Accordingly, no provision has been made herein for prepaid expenses, wage costs due to accrued vacation pay, sick leave or pending wage settlements.

Expenses for vacations earned but not yet taken are not accrued in the accounts. The unrecorded vacation pay liability at March 31, 2019 is \$461,825 (2018 - \$449,507).

March 31, 2019

1. Summary of Significant Accounting Policies (continued)

Basis of Accounting (continued)

ii) Capital Assets

Items of a capital nature, with the exception of land and buildings that are financed, are recorded as expenses in the year of acquisition. The costs of certain capital assets that are purchased with external debt (capital loans or mortgage financing) are expensed in the fiscal year the capital loans or mortgage payments are repaid with Ministry approval.

iii) Revenue Recognition

Contributions received for the acquisition of items of a capital nature are recorded as revenue in the year the related asset is acquired.

Except as noted above, the organization's accounting policies are in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), which is one of the financial reporting frameworks in Canadian generally accepted accounting principles.

Pension Plan

The organization maintains a defined contribution pension plan for its employees with more than one year of service.

Revenue Recognition

Revenue is based on amounts approved by the MCCSS. Funding received which pertains to prior periods as well as any repayment of excess funding is adjusted through net assets or through an accrual to the Ministry of Children, Community and Social Services.

Deferred Revenue

Deferred revenue results from funding received during the year from agreements which cover more than one fiscal year and represents the unexpended portion of that funding.

Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. The organization's financial assets consist of cash and cash equivalents, short-term investments and accounts receivable. In subsequent periods they are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired.

March 31, 2019

1. Summary of Significant Accounting Policies (continued)

Use of Estimates

The preparation of the financial statements in conformity with Canadian accounting standards for not-for-profit organization requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting periods. Estimates are used when determining year-end accruals. Actual results could differ those estimated.

March 31, 2019

2. Financial Instruments

Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The organization is exposed to credit risk resulting from the possibility that a customer or counterparty to a financial instrument defaults on their financial obligations; if there is a concentration of transactions carried out with the same counterparty; or of financial obligations which have similar economic conditions. The organization's financial instruments that are exposed to concentrations of credit risk relate primarily to cash and cash equivalents and accounts receivable. The organization's cash and cash equivalents are all held at a single major financial institution. The organization maintains cash and cash equivalents in excess of federally insured limits and is therefore exposed to credit risk from this concentration of cash and cash equivalents.

Liquidity Risk

Liquidity risk is the risk that the organization encounters difficulty in meeting its obligations associated with financial liabilities. Liquidity risk includes the risk that, as a result of operational liquidity requirements, the organization will not have sufficient funds to settle a transaction on the due date; will be forced to sell financial assets at a value, which is less than what they are worth; or may be unable to settle or recover a financial asset. Liquidity risk arises from accounts payable and long-term debt.

Interest Rate Risk

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The organization is exposed to interest rate risk arising from the possibility that changes in interest rates will affect future term loan repayments.

There have been no changes to the organization's financial instrument risk exposure from the prior year.

Mai	rch 31, 2019	WELSON W.		-	
3.	Short-term Investments		2019		2018
	Cash and guaranteed investment certificates Mutual funds (i)	\$	- 19,099	\$	37 1,116,560
		\$	19,099	\$	1,116,597
4.	Accounts Receivable		2019		2018
	MCCSS Sales tax recoverable Federal government Employee computer/education plan Other agencies	\$	46,900 185,121 166,750 28,765 36,010	\$	684,229 393,589 201,474 38,577 35,030 2,853
	Other	 \$	463,546	 \$	1,355,752

March 31, 2019

5. Property Acquisition Costs

North Bay Residential Treatment Centre

To date, the organization has spent \$1,944,283 on its Residential Treatment Centre on John Street in North Bay. The net book value of the premises is \$952,893 (2018 - \$1,003,706).

Parry Sound Property

To date, the organization has spent \$375,000 renovating its facility at 2 May Street, Parry Sound. The net book value of the premises is \$270,192 (2018 - \$295,405).

Sturgeon Falls

To date, the organization spent \$400,000 to acquire a site at 125 Lisgar Street, Sturgeon Falls. The net book value of the premises is \$339,368 (2018 - \$355,281).

North Bay Clinical Building

During the year, the organization spent \$7,265 (2018 - \$3,327,056) on its new clinical building at 391 Oak Street East, North Bay. During the year, the organization also recognized revenue of \$165,499 (2018 - \$2,141,605) and the excess of revenue over expenditures of \$158,234 (2018 - \$Nil) was recognized as a reduction of the capital asset in accordance with its capital asset policy. The balance of the capital asset of \$1,027,216 (2018 - \$1,185,450) represents the amount to be financed.

The organization has in place a loan facility agreement with its lender for borrowing up to \$2,500,000 related to the above project which will be used to finance the clinical building. Borrowings as at March 31, 2019 were \$Nil.

6.	Accounts Payable and Accrued Liabilities	2019	2018
	Accounts payable and trade accruals Accrued payroll	\$ 386,981 1,903,584	3,487,010 511,691
		\$ 2,290,565	\$ 3,998,701

Included in the above are government remittances payable of \$36,436 (2018 - \$23,160).

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7. Due to Funding Ministries

As the result of past Ministry settlements and current program surpluses the following amounts, by program, have been set up as due to funding ministry:

		2019		2018
MCCSS				
	\$	19,451	\$	19,451
Service Coordination Process	•	27,120	•	27,120
Specialized Consultation / Assessment Services		77,230		77,230
Targeted Prevention		16,500		16,500
CSN - Community Enhancement Funding		125,015		101,410
Child Treatment Autism Intervention Program		309,069		309,069
School Support Program - Autism Spectrum Disorder		161,891		161,891
Other ASD Supports		167		167
ASD Respite Services		915		915
Children's Community Living Group Supports		806		-
Individual Placement Funding		116,604		72,807
DS Specialized Accommodation		93,342		79,467
DS Passport Program		103,788		103,788
DS Community Networks of Specialized Care (CNSC)		213,826		96,451
Spec. Comm. Support - Child Behaviour Intervention		35,300		35,300
Spec. Comm. Support - Children - Other		11,741		11,7 4 1
System Management		25,549		25,549
Partner Facility Renewal		4,242		4,242
One-time Funding IBI Waitlists		63,000		63,000
MAG				
Youth Justice Committee - Attorney General		79		-
Direct Accountability - Attorney General		758		-
Supervised Access Program - Attorney General		22,578		22,578
Health Canada				
Great Beginnings Child's Prenatal Nutrition Program (CPNP)		1,095		454
Great Beginnings Canada's Action Plan for Children (CAPC)	_	9,887		9,424
	\$	1,439,953	\$	1,238,554

March 31, 2019

8.	Long-term Debt		2019		2018	
	Non-revolving term loan bearing interest at 2.42% and repayable in monthly blended payments of \$1,769, maturing May 2019 and secured by property.	\$	248,135	\$	263,154	
	Non-revolving term loan bearing interest at 2.42% and repayable in monthly blended payments of \$4,240, maturing May 2019 and secured by property.		603,569		639,363	
	Non-revolving term loan, bearing interest at 3.08%, repayable in monthly principal payments of \$2,095 plus interest, maturing January 2020 and secured by property.		270,192		295,404	
	Non-revolving term loan, bearing interest at 3.25%, repayable in monthly blended payments of \$2,269, maturing March 2025 and secured by property.		339,368		355,281	
			1,461,264		1,553,202	
	Less amounts due within one year	_	93,231		92,273	
		\$	1,368,033	\$	1,460,929	

Principal repayments over the next five years and thereafter are as follows:

2020	\$ 93,231
2021	95,207
2022	97,161
2023	99,034
2024	100,925
Thereafter	 975,706
	\$ 1,461,264

March 31, 2019

9.	Deferred Revenue	 2019	 2018
	Student Support Leadership Initiative Dare to Dream Project DNSSAB CHEO Innovations Project Great Beginnings CAPC	\$ 35,341 730 77,825 3,256 7,509	\$ 35,341 730 - -
		\$ 124,661	\$ 36,071

10. Economic Dependence

The organization receives the majority of its revenue from the MCCSS and is dependent on those Ministries for funding.

11. Pension Plan

The organization has a defined contribution pension plan for its eligible employees. Employer contributions to the plan in the 2019 fiscal year were \$438,896 (2018 - \$446,152).

12. Comparative Figures

Certain comparative figures have been reclassified to conform with current year presentation.