AUDITED FINANCIAL STATEMENTS

AT MARCH 31, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of the Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch

Qualified Opinion

I have audited the accompanying financial statements of Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch, which comprise the statement of financial position as at March 31, 2019 and the statements of operations, changes in fund balances and cash flows for the year then ended, and notes to the financial statements including a summary of significant accounting policies and other explanatory information.

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of my report, the accompanying financial statements present fairly, in all material respects, the financial position of Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch as at March 31, 2019, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the organization derives revenue from donations and fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of the organization and I was not able to determine whether any adjustments might be necessary to donations and fundraising revenue, excess of revenue over expenditures, and cash flows for the years ended March 31, 2019 and 2018, current assets as at March 31, 2019 and 2018, and net assets for the years then ended. My audit opinion on the financial statements for the year ended March 31, 2018 was modified accordingly because of the possible effects of this limitation in scope.

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other Matter

Note 2 describes the amortization policy with respect to the organization's capital assets for the Housing program. The note also indicates that the organization is amortizing these assets in accordance with the Ministry of Health accounting policies which is not in accordance with Canadian generally accepted accounting principles. The estimated useful life of similar buildings is considered to be 20 years. If amortization had been provided on a straight-line basis, amortization expense, government grant revenue and accumulated amortization for the current year would have decreased by \$47,679, while the accounts receivable would have decreased by \$9,019 and the equity in capital assets would have increased by \$38,660. The cumulative increase would have been \$1,367,276 for the accounts receivable and \$1,187,839 for the accumulated amortization. The closing fund balance for the equity in capital assets would have been \$670,041.

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 Canadian accounting standards for not-for-profit organizations, 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 Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch'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 Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

My 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 my opinion. Reasonable assurance is a high level of assurance, but it 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 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, I exercise professional judgement and maintain professional skepticism throughout the audit. I 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 my 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 purposes of expressing an opinion on the effectiveness of Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch'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 and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch 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.

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

Peterborough, Ontario June 19, 2019

Tim J.F. Nicholls CPA, CA Licensed Public Accountant

Jim J. F. Zichols

STATEMENT OF FINANCIAL POSITION As at March 31, 2019

	Operating Fund \$	Reserve Fund \$	Total 2019 \$	Total 2018 \$
ASSETS				
Current				
Cash	2,767,950	784,402	3,552,352	4,440,104
Accounts receivable - Note 3	341,603	-	341,603	259,357
Prepaid expenses	11,450	-	11,450	18,888
Due from (to) other funds	(1,233)	1,233	-	-
	3,119,770	785,635	3,905,405	4,718,349
Capital - Note 4	2,357,215	-	2,357,215	2,593,515
Total Assets	5,476,985	785,635	6,262,620	7,311,864
LIABILITIES AND FUND BALANCES Current Liabilities				
Accounts payable - Note 5	988,058	-	988,058	938,669
Payable to Province of Ontario	235,593	-	235,593	1,143,604
Deferred contributions - Note 7	548,072	-	548,072	630,393
Current portion of long-term debt - Note 6	177,725	-	177,725	173,072
Current Liabilities Before Callable Debt	1,949,448	-	1,949,448	2,885,738
Callable Debt - Note 6	775,716	-	775,716	801,064
	2,725,164	-	2,725,164	3,686,802
Long-Term Debt - Note 6	924,178	-	924,178	1,076,004
	3,649,342	-	3,649,342	4,762,806
Fund Balances				
Unrestricted	470,865	-	470,865	519,181
Externally restricted	-	785,635	785,635	755,900
Equity in capital assets	125,000	-	125,000	125,000
Internally restricted - Note 8	1,231,778	-	1,231,778	1,148,977
	1,827,643	785,635	2,613,278	2,549,058
Total Liabilities and Fund Balances	5,476,985	785,635	6,262,620	7,311,864

STATEMENT OF CHANGES IN FUND BALANCESFor The Year Ended March 31, 2019

	Unrestricted Operating Fund \$	Reserve Fund \$	Equity In Capital Assets \$	Internally Restricted Reserves \$	2019 \$	2018 \$
Balance, beginning of year	519,181	755,900	125,000	1,148,977	2,549,058	2,392,301
Excess of revenue over expenditures for the year	34,485	29,735	-	-	64,220	156,757
Inter-fund transfer - Note 8	(82,801)	-	-	82,801	-	-
Balance, end of year	470,865	785,635	125,000	1,231,778	2,613,278	2,549,058

STATEMENT OF OPERATIONSFor The Year Ended March 31, 2019

	Operating Fund \$	Reserve Fund \$	Total 2019 \$	Total 2018 \$
Revenue				
Grants				
Ministry of Health and Long-Term Care/LHIN	8,636,092	-	8,636,092	8,209,387
Ministry of Health and Long-Term Care - Housing	1,544,507	18,048	1,562,555	1,627,014
Ministry of Children, Community				
and Social Services	1,328,422	-	1,328,422	1,272,912
Ministry of Training, colleges				
and Universities	166,805	-	166,805	166,79
City of Peterborough	68,169	-	68,169	18,63
City of Kawartha Lakes	13,791	-	13,791	15,71
United Way of Peterborough and District	38,640	-	38,640	39,07
United Way for the City of Kawartha Lakes	15,000	-	15,000	10,15
Ontario Trillium Foundation	207,227	-	207,227	10,26
Other	-	-	-	3,87
Rental income	147,067	-	147,067	138,99
Donations and fundraising	319,279	-	319,279	251,69
Interest	40,515	11,687	52,202	40,34
Sales	105,759	-	105,759	115,43
Training	80,864	-	80,864	37,05
Miscellaneous	247,045	-	247,045	116,98
	12,959,182	29,735	12,988,917	12,074,33
Expenditures				
Salary and benefits	9,290,636	-	9,290,636	8,486,35
Staff training and travel	359,381	-	359,381	359,57
Program costs	441,367	-	441,367	366,95
Approved purchases and expenditures	209,929	-	209,929	33,63
General office expense	175,800	-	175,800	150,17
Professional fees	55,889	-	55,889	53,53
Professional fees - psychiatry	306,230	-	306,230	308,43
Repairs and maintenance	164,461	-	164,461	419,13
Occupancy costs - all facilities	526,807	-	526,807	497,31
Interest on long-term debt	71,983	-	71,983	76,89
Amortization	275,569	-	275,569	337,60
Fundraising	57,093	-	57,093	42,15
Rent supplement	953,354	-	953,354	841,91
Purchases	50,524	-	50,524	48,91
Bad debt expense (recovery)	(14,326)		(14,326)	59
	12,924,697	-	12,924,697	12,023,18
Excess of Revenue Over Expenditures Before				
Other Item	34,485	29,735	64,220	51,14
Other Item - Note 10	-	-	-	105,61
Excess of Revenue Over Expenditures For The Year	34,485	29,735	64,220	156,75

The accompanying notes are an integral part of the financial statements.

STATEMENT OF CASH FLOWS For The Year Ended March 31, 2019

	2019 \$	2018 \$
CASH PROVIDED BY (USED IN)		
Operating Activities		
Excess of revenue over expenditures for the year	64,220	156,757
Transfers to reserves Amortization	82,801	25,810
Changes in non-cash working capital accounts	275,569	337,606
Accounts receivable	(82,246)	(17,200)
Prepaid expenses	7,438	3,203
Accounts payable and accrued liabilities	49,389	83,141
Payable to the Province of Ontario	(908,011)	34,291
Deferred contributions	(82,321)	(45,025)
	(593,161)	578,583
Financing Activities Repayment of long-term debt	(172,521)	(167,524)
Investing Activities		
Increase in reserves	(82,801)	(25,810)
Purchase of capital assets	(39,269)	(78,727)
	(122,070)	(104,537)
Increase (Decrease) In Cash During The Year	(887,752)	306,522
Cash, Beginning of Year	4,440,104	4,133,582
Cash, End of Year	3,552,352	4,440,104

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended March 31, 2019

NOTE 1: PURPOSE OF ORGANIZATION

The Canadian Mental Health Association, Haliburton, Kawartha, Pine Ridge Branch is a non-profit organization, with a mission to work towards and foster a community in which all persons can obtain the best possible services and preventative resources for their mental health. The Association was incorporated under the Corporations Act (Ontario) as a corporation without share capital on April 1, 2013 and as such is prohibited from distributing any of its funds to, or for the personal benefit of, its members. The Association is the resulting organization after the amalgamation/merger of the former Kawartha Lakes Branch and the Peterborough Branch.

Upon dissolution of the corporation, any remaining assets are to be distributed to the Canadian Mental Health Association, Ontario Division.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNFPO").

Fund Accounting

The Association uses the deferral method of accounting and reports on a fund accounting basis. The two funds maintained are the operating fund and the reserve fund.

In order to ensure observance of limitations and restrictions placed on the use of the resources available to the Association, the accounts are maintained in accordance with the principles of fund accounting. Under these principles, resources are classified for accounting purposes into funds that are in accordance with particular activities or objectives specified. These funds are classified as follows:

- (i) Operating fund includes results of day-to-day administrative and operating transactions and specific internally restricted reserves established by the Board;
- (ii) Reserve fund includes contributions for special purposes which are externally restricted.

Realization of Revenues and Expenses

Restricted contributions are recognized as revenue of the operating fund in the year in which the related expenses are incurred. Restricted contributions of the reserve fund are recorded as revenue when received in accordance with the Ministry of Health - Housing Program accounting policies.

Restricted and unrestricted investment income is recognized as revenue when earned in the appropriate fund.

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended March 31, 2019

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Operating Grants

The Association receives provincial government subsidies for allowable operating costs for several programs. The subsidies are recorded as revenue in the current year. The reimbursement for allowable operating costs is ultimately dependent upon their acceptance by the various Ministries which fund the programs.

Donated Materials and Services

No amounts have been recorded in the current year financial statements for donated materials and services.

Capital Assets

Buildings, automotive and office equipment are recorded at cost and amortized in the operating fund. For the capital assets not funded by the Ministry of Health - Housing Program, amortization is provided on a straight-line basis over the assets' estimated useful lives, which is 5 years with the exception of the building which is being amortized over 20 years. Land is not being amortized.

Capital assets valued at less than \$750 are expensed in the year of acquisition.

For the capital assets funded by the Ministry of Health - Housing Program, an amount equal to the mortgage principal repayment is recorded as amortization in the operating fund, in accordance with Ministry of Health - Housing Program accounting policies.

Income Taxes

The Association qualifies as a non-profit, charitable organization as defined by the Federal and Ontario Income Tax Acts, and, as such, is not subject to Federal and Provincial income taxes.

Use of Accounting Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles 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 expenditures during the reporting periods. Actual results could differ from those estimates.

NOTE 3: ACCOUNTS RECEIVABLE

The accounts receivable is shown net of an allowance for doubtful accounts of \$19,375 (2018 - \$4,251).

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended March 31, 2019

NOTE 4: **CAPITAL ASSETS**The major categories are comprised of the following:

	Accumulated		Net Book	v Value
	Cost	Amortization	2019	2018
	\$	\$	\$	\$
Housing program:				
Land, buildings and equipment:				
648 George Street, Peterborough	194,390	131,015	63,375	72,329
174-176 Rubidge Street, Peterborough	275,670	164,165	111,505	124,079
767 Water Street, Peterborough	159,385	91,937	67,448	74,726
568 Charlotte Street, Peterborough	269,040	179,740	89,300	101,716
267 Park Street, Peterborough	172,530	99,525	73,005	80,883
548 Barker Avenue, Peterborough	378,041	232,810	145,231	162,384
311 Stewart Street, Peterborough	267,542	182,994	84,548	97,189
564 Sherbrooke Street, Peterborough	185,803	114,607	71,196	79,627
60 McDonnel Street, Peterborough	434,917	268,423	166,494	186,227
524 Charlotte Street, Peterborough	158,941	98,137	60,804	68,016
604 Stewart Street, Peterborough	184,160	126,000	58,160	66,870
51 Adelaide Street, Lindsay	557,495	390,890	166,605	191,821
	3,237,914	2,080,243	1,157,671	1,305,867
Other programs:				
Land - 466 George Street, Peterborough	125,000	-	125,000	125,000
Land - 415 Water Street, Peterborough	200,000	-	200,000	200,000
Building - 466 George Street, Peterborough	780,180	608,516	171,664	210,672
Building - 415 Water Street, Peterborough	943,993	299,115	644,878	692,078
Automotive equipment	147,427	147,427	-	3,589
Office furniture and fixtures	1,297,436	1,240,798	56,638	54,945
Property improvements	97,409	96,045	1,364	1,364
Equipment	34,485	34,485	-	-
	3,625,930	2,426,386	1,199,544	1,287,648
	6,863,844	4,506,629	2,357,215	2,593,515

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended March 31, 2019

NOTE 5: ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

The accounts payable and accrued liabilities includes payroll and sales tax remittances of \$188,420 (2018 - \$180,817).

NOTE 6: LONG-TERM DEBT

	2019 \$	2018 \$
Mortgage loans payable to TD Canada Trust		
Interest calculated at 5.3967%, repayable in blended monthly payments of \$1,600, due November 1, 2023	105,555	118,129
Mortgage loans payable to Scotiabank		
Interest calculated at 1.85%, repayable in blended monthly payments of \$814, due May 1, 2021 Interest calculated at 1.85%, repayable in blended monthly	39,136	48,090
payments of \$5,045, due May 1, 2021	406,131	458,658
Interest calculated at 2.35%, repayable in blended monthly payments of \$1,208, due July 1, 2019	82,110	94,526
Interest calculated at 2.35%, repayable in blended monthly payments of \$1,230, due July 1, 2019	83,596	96,237
Interest calculated at 2.62%, repayable in blended monthly payments of \$862, due October 1, 2022	58,160	66,870
Mortgage loan payable to MCAP Financial Interest calculated at 3.385%, repayable in blended monthly payments of \$2,537, due March 1, 2024	167,264	-
Mortgage loan payable to the Great-West Life Assurance Company		
Interest calculated at 6.49%, repayable in blended monthly payments of \$2,023, due January 1, 2026	134,046	149,202
Mortgage loan payable to the Royal Bank of Canada		
Interest calculated at 2.433%, repayable in blended monthly payments of \$2,466, due March 1, 2019	-	192,480
Demand loans payable to the Royal Bank of Canada		
Interest calculated at 4.54%, repayable in blended monthly payments of \$3,594	561,888	578,940
Interest calculated at 4.54%, repayable in blended monthly payments of \$1,533	239,733	247,008
	1,877,619	2,050,140
Scheduled repayments of long-term debt	177,725	173,072
Callable debt	775,716	801,064
Long-term	924,178	1,076,004

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended March 31, 2019

NOTE 6: LONG-TERM DEBT (cont.)

The loans payable are secured by specific charges on the land and buildings of the Association.

Although the demand instalment loans are of a demand nature, management does not believe the demand feature will be exercised, accordingly the scheduled principal repayments are anticipated to be:

 2020
 \$ 177,725

 2021
 183,827

 2022
 190,004

 2023
 196,439

 2024
 194,847

NOTE 7: **DEFERRED CONTRIBUTIONS**

Deferred contributions reported in the operating fund are restricted operating funding that is related to a subsequent period. Changes in deferred contributions balances in the operating fund are as follows:

	2019 \$	2018
Balance, beginning of year	630,393	675,418
Funding received in the year related to capital assets	39,720	78,725
Funding received in the year related to operations	323,692	204,211
Revenue recognized in the year related to capital assets	(89,534)	(153,422)
Revenue recognized in the year related to operations	(356,199)	(174,539)
	548,072	630,393
Comprised of:		
Deferred contributions related to capital assets	297,348	347,162
Deferred contributions related to operating activities	250,724	283,231
	548,072	630,393

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended March 31, 2019

NOTE 8: INTERNALLY RESTRICTED FUNDS

	April 1, 2018 \$	Transfers \$	March 31, 2019 \$
Suicide prevention	140,035	9,218	149,253
Suicide prevention - Donor specific	100,000	-	100,000
Cleaning services	2,624	-	2,624
Making It Work	149,902	(12,396)	137,506
EPI training	16,308	-	16,308
Educational Bursary (Tam grant)	38,118	372	38,490
Community Donations	80,103	(80,103)	-
Capital	11,770	-	11,770
Individualized Specialized Supports	10,554	1,577	12,131
Kids On The Block	99,833	(1,061)	98,772
Alternative Businesses	21,849	3,478	25,327
City of Peterborough Outreach	10,985	(7,793)	3,192
Fundraising	381	19,165	19,546
Team 55	102,903	(16,576)	86,327
Training	15,507	(15,507)	-
Healthy Communities	3,528	(3,528)	-
OTN Equipment	4,715	-	4,715
Peer Support Donations	10,476	293	10,769
EPI Donations	4,984	10,759	15,743
Four County Crisis Donations	12,729	15,031	27,760
Release From Custody	500	· -	500
Community Training	59,342	39,271	98,613
Consumer Initiative Advisory Group	1,863	302	2,165
Trustee Services CKL	975	_	975
Transgender Services	5,000	_	5,000
Health Promotion revenue	(3,959)	1,245	(2,714)
Assertive Outreach Suicide Prevention	180,000	80,228	260,228
AOSP -Survivors of Suicide	-	12,200	12,200
DDCC Clinics	3,926	4,980	8,906
Family Support	13,036	17,067	30,103
Housing Bricks and Mortar Maintenance	11,084	11,071	22,155
Urgent Response	-	33,414	33,414
Gaskell Cup	39,906	(39,906)	, -
	1,148,977	82,801	1,231,778

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended March 31, 2019

NOTE 9: **ECONOMIC DEPENDENCE**

The Association receives a significant amount of funding from the Province of Ontario and as such is economically dependent on this source of revenue.

NOTE 10: PROVINCIAL GOVERNMENT SETTLEMENT

The balance represents the reconciling of multiple fiscal years for several provincial ministries outstanding payable balances.

NOTE 11: FINANCIAL ASSETS AND FINANCIAL LIABILITIES

Liquidity Risk

Liquidity risk is the risk that the organization will not be able to meet its obligations associated with financial liabilities. Cash flow from operations provides a substantial portion of the organization's cash requirements. Additional cash requirements are met with the use of the cash and short-term investments.