

**Children's Treatment Network of
Simcoe York
Financial Statements**
For the year ended March 31, 2019

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Independent Auditor's Report

To the Board of Directors of the
Children's Treatment Network of Simcoe York

Opinion

We have audited the financial statements of the Children's Treatment Network of Simcoe York (the organization), which comprise the statement of financial position as at March 31, 2019, and the statements of revenues and expenses, changes in net assets and cash flows for the year ended, and notes to the 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 Children's Treatment Network of Simcoe York as at March 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with the financial reporting provisions in the Transfer Payment Operating Funds - Basis of Accounting established by the Ministry of Children, Community and Social Services.

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 organization 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.

Emphasis of Matter - Basis of Accounting

We draw attention to note 1 to the financial statements, which describes the basis of accounting. The financial statements are prepared to assist the Children's Treatment Network of Simcoe York to comply with the financial reporting provisions in the Transfer Payment Operating Funds - Basis of Accounting established by the Ministry of Children, Community and Social Services. As a result, the financial statements may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions in the Transfer Payment Operating Funds - Basis of Accounting established by the Ministry of Children, Community and Social Services as described in note 1; this includes the determination that the basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances, 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 organization'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 organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization'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 organization'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 the organization'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 organization 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.

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants
Barrie, Ontario
May 15, 2019

Children's Treatment Network of Simcoe York Statement of Financial Position

March 31	2019	2018
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Assets

Current

Cash (note 2)	\$ 2,149,067	\$ 1,348,057
Accounts receivable	216,063	237,627
Prepaid expenses	110,257	164,499
	\$ 2,475,387	\$ 1,750,183

Liabilities and Net Assets

Current Liabilities

Accounts payable and accrued liabilities	\$ 2,298,181	\$ 1,508,177
Government remittances payable	103,328	79,497
Due to Ministry (note 4)	-	73,378
Deferred revenue	34,610	77,825
	2,436,119	1,738,877

Commitments (note 5)

Net Assets

Internally restricted - family fund (note 10)	8,420	11,306
Unrestricted	30,848	-
	39,268	11,306
	\$ 2,475,387	\$ 1,750,183

On behalf of the Board:

_____ Director

_____ Director

Children's Treatment Network of Simcoe York Statement of Revenues and Expenses

For the year ended March 31	2019	2018 (note 6)
Revenues		
Ministry funding		
- base	\$ 13,422,100	\$ 13,081,800
- one-time	1,332,500	2,011,226
- School Based Rehabilitation Services - one-time	4,598,978	253,300
Partnership Initiative - Applied Behaviour Analysis	283,832	282,612
Family Resource Program	109,659	58,472
Interest	27,911	17,357
Other	483,782	636,617
	<u>20,258,762</u>	<u>16,341,384</u>
Expenses		
Clinical Services		
Compensation	1,150,151	953,676
Supplies	37,788	47,504
Sundry	182,301	217,154
Equipment	144,356	198,198
Contracted out services	12,095,518	9,223,831
	<u>13,610,114</u>	<u>10,640,363</u>
Service Navigation/Service Co-ordination		
Compensation	902,452	623,517
Supplies	15,700	3,408
Sundry	111,014	277,780
Equipment	1,147	2,820
Contracted out services	1,122,392	962,587
	<u>2,152,705</u>	<u>1,870,112</u>
Partnership Initiative - Applied Behaviour Analysis		
Compensation	285,672	251,462
Sundry	1,659	4,621
	<u>287,331</u>	<u>256,083</u>
Evaluation		
Compensation	84,719	57,388
Sundry	1,276	14,908
	<u>85,995</u>	<u>72,296</u>

Children's Treatment Network of Simcoe York Statement of Revenues and Expenses

For the year ended March 31	2019	2018
		(note 6)
Expenses (continued)		
Family Resource Program		
Compensation	\$ 102,576	\$ 55,481
Supplies	1,921	497
Sundry	5,162	2,493
	<u>109,659</u>	<u>58,471</u>
Administration and Occupancy		
Compensation	1,566,870	1,147,156
Supplies	87,834	91,068
Sundry	662,456	468,738
Equipment	218,625	191,802
Contracted out services	268,608	334,535
Buildings and grounds	1,208,565	1,210,760
	<u>4,012,958</u>	<u>3,444,059</u>
Total expenses	<u>20,258,762</u>	<u>16,341,384</u>
Excess of revenues over expenses before other items	-	-
Non-government grant revenue	30,848	-
Net fundraising activities - family fund (note 10)	<u>(2,886)</u>	<u>(495)</u>
Excess of revenues over expenses (expenses over revenues) for the year	<u>\$ 27,962</u>	<u>\$ (495)</u>

Children's Treatment Network of Simcoe York Statement of Changes in Net Assets

March 31				2019	2018
	Internally Restricted (note 10)	Unrestricted		Total	Total
Balance, beginning of the year	\$ 11,306	\$ -	\$ 11,306	\$ 11,801	
Excess of revenues over expenses (expenses over revenues) for the year	-	27,962	27,962	(495)	
Interfund transfers	(2,886)	2,886	-	-	
Balance, end of the year	\$ 8,420	\$ 30,848	\$ 39,268	\$ 11,306	

Children's Treatment Network of Simcoe York Statement of Cash Flows

For the year ended March 31	2019	2018
Cash flows from operating activities		
Excess of revenues over expenses (expenses over revenues) for the year	\$ 27,962	\$ (495)
Change in non-cash working capital balances related to operations		
Accounts receivable	21,564	(44,022)
Prepaid expenses	54,242	25,209
Accounts payable and accrued liabilities	790,004	300,395
Government remittances payable	23,831	14,213
Due to Ministry	(73,378)	73,378
Deferred revenue	(43,215)	(46,287)
Net increase in cash during the year	801,010	322,391
Cash, beginning of the year	1,348,057	1,025,666
Cash, end of the year	\$ 2,149,067	\$ 1,348,057

Children's Treatment Network of Simcoe York

Notes to the Financial Statements

For the year ended March 31, 2019

1. Significant Accounting Policies

Nature of Organization

The Children's Treatment Network of Simcoe York is an incorporated not-for-profit organization without share capital under the Corporations Act (Ontario). The organization serves children with multiple disabilities and their families in Simcoe County and York Region.

The organization is not subject to federal or provincial income taxes pursuant to exemptions accorded to charitable organizations in the income tax legislation.

Basis of Accounting

These financial statements have been prepared in accordance with the significant accounting policies set out below to comply with guidance issued by the Ministry of Children, Community and Social Services. The basis of accounting used in these financial statements materially differs from Canadian generally accepted accounting principles as capital expenses are charged to the statement of revenues and expenses in the year of expense rather than being capitalized on the statement of financial position and amortized over their estimated useful lives.

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.

Revenue Recognition

The organization follows the deferral method of accounting for contributions which includes grants and government subsidies. Operating revenue, including grants and subsidies, are recorded as revenue in the period to which they relate. Grants approved but not received at the end of an accounting period are accrued. When a portion of a grant relates to a future period, it is deferred and recognized in that future period.

Unrestricted contributions and other revenues are recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

Externally restricted contributions are recognized as revenue in the year in which the related expenditures are recognized.

Interest revenues are recorded when earned.

Children's Treatment Network of Simcoe York

Notes to the Financial Statements

For the year ended March 31, 2019

1. Significant Accounting Policies (continued)

Pension Plan

The organization applies defined contribution plan accounting to its multi-employer defined benefit plan for which the organization has insufficient information to apply defined benefit plan accounting (see note 7).

Financial Instruments

Financial instruments are initially recorded at fair value when acquired or issued. In subsequent periods, equities traded in an active market and derivatives are reported at fair value, with any unrealized gains and losses reported in operations. All other financial instruments 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. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and charged to the financial instrument for those measured at amortized cost.

Use of Estimates

The preparation of financial statements, in accordance with the accounting principles required by the Ministry of Children, Community and Social Services, requires management to make estimates that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. The principal estimates used in the preparation of these financial statements are the fair value of financial instruments and the accrual for amounts due to the Ministry of Children, Community and Social Services. Actual results could differ from management's best estimates as additional information becomes available in the future.

2. Cash

The organization's bank accounts are held at one chartered bank. The bank accounts earn interest at the bank's prime rate less 2%.

In addition, the organization has an operating line of credit facility available in the amount of \$400,000. Any outstanding amount bears interest at the bank's prime rate and is secured by a general security agreement. There is no balance outstanding as at March 31, 2019 (2018 - \$NIL).

Children's Treatment Network of Simcoe York Notes to the Financial Statements

For the year ended March 31, 2019

3. Due From Service Providers

The organization has entered into 20 contracts with various service providers to co-ordinate the care for children with multiple disabilities and their families. These contracts have expiry dates of March 31, 2019.

During the year, the organization made payments to service providers in the amount of \$9,626,031 (2018 - \$9,975,907) related to these contracts. As part of these agreements, the service providers are required to provide an annual report to the organization that reconciles the amount of funding received to the amount of services provided.

As at the date of these financial statements, the organization has received 20 of these reports and the net expense of \$9,626,031 (2018 - \$9,975,907) has been recorded in the statement of revenues and expenses for the year. Any additional adjustments required as a result of this reporting and review process will be accounted for in the year the adjustment is determined.

4. Due to the Ministry

The organization receives funding from the Ministry of Children, Community and Social Services. The amount of funding provided to the organization is subject to final review and approval by the Ministry. As at the date of these financial statements, funding for the periods April 1, 2014 to March 31, 2015, April 1, 2015 to March 31, 2016 and April 1, 2018 to March 31, 2019 had not been subject to this review process. Any future adjustments required as a result of this review will be accounted for in the year the adjustment is determined.

Children's Treatment Network of Simcoe York Notes to the Financial Statements

For the year ended March 31, 2019

5. Commitments

Effective April 1, 2018, the organization has entered into an agreement with Markham Stouffville Hospital to provide finance, payroll, and information technology services which extends to March 31, 2021 with the option to extend for two additional one year periods. The fees are \$85,000 for financial and payroll services, and \$80,000 for information technology services for the year. For the year ended March 31, 2019, \$165,000 was paid related to this agreement (2018 - \$NIL).

The organization operates from leased office space in Alliston, Barrie, Collingwood, Keswick, Markham, Midland, Newmarket, Orillia, Richmond Hill and Vaughan. These leases have varying expiry dates ranging from 2019 to 2026.

The minimum annual lease payments required under the terms of these leases for the next five fiscal years and thereafter are as follows:

2020	\$ 597,727
2021	429,199
2022	230,678
2023	230,678
2024	230,678
Thereafter	<u>615,142</u>
	<u>\$ 2,334,102</u>

6. Comparative Amounts

Certain figures presented for the prior year have been restated to conform with the presentation of the current year.

Children's Treatment Network of Simcoe York Notes to the Financial Statements

For the year ended March 31, 2019

7. Pension Plan

All full-time employees of the organization are members of the Healthcare of Ontario Pension Plan which is a multi-employer defined benefit pension plan available to all eligible employees of the participating members of the Ontario Hospital Association. Plan members will receive benefits based on the length of service and on the average of annualized earnings during the five consecutive years prior to retirement, termination or death, that provide the highest earnings.

Pension assets consist of investment grade securities. Market and credit risk on these securities are managed by the Healthcare of Ontario Pension Plan (HOOPP) by placing plan assets in trust and through the Plan investment policy.

Pension expense is based on Plan management's best estimates, in consultation with its actuaries, of the amount, together with the percentage of salary contributed by employees, required to provide a high level of assurance that benefits will be fully represented by fund assets at retirement, as provided by the Plan. The funding objective is for employer contributions to the Plan to remain a constant percentage of employees' contributions.

HOOPP provides pension services to more than 357,000 active and retired members and more than 570 employers. The Plan is a multi-employer plan and therefore the organization's contributions are accounted for as if the Plan were a defined contribution plan with the organization's contributions being expensed in the period they come due. Each year, an independent actuary determines the funding status of HOOPP by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The results of the most recent valuation as at December 31, 2018 disclosed a surplus of \$13,891 million. The results of this valuation disclosed total actuarial liabilities and pension obligations of \$158,965 million in respect of benefits accrued for service with actuarial assets at that date of \$172,856 million. Because HOOPP is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario member organizations and their employees. As a result, the organization does not recognize any share of the HOOPP surplus or deficit.

Employer contributions made to the Plan during the year by the organization amounted to \$281,353 (2018 - \$185,669) and is included in salaries and benefits expense.

8. Economic Dependence

The organization received 96% (2018 - 94%) of its revenue from the Ministry of Children, Community and Social Services.

Children's Treatment Network of Simcoe York Notes to the Financial Statements

For the year ended March 31, 2019

9. Financial Instrument Risk

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The organization has an operating line of credit facility available that bears interest at the bank's prime rate, however there is no balance outstanding on this credit facility. The organization is not exposed to significant interest rate risk due to the short-term maturity of its monetary assets and current liabilities.

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 arising from its non-collection of its accounts receivable. The majority of the organization's receivables are from government sources and the organization works to ensure they meet all eligibility criteria in order to qualify to receive the funding. The organization is also exposed to credit risk arising from all of its bank accounts being held at one financial institution in excess of the amount insured by agencies of the federal government of \$100,000.

Liquidity Risk

Liquidity risk is the risk that the company 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 accrued liabilities and government remittances payable.

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

10. Internally Restricted Family Fund

Children's Treatment Network of Simcoe York recognizes that some families will face financial hardships that limit access for children to services and support and that some families will have needs that are not addressed by government and private funding programs. The family fund is meant to assist families when other funding support is not available. The family fund is made available through generous donations to the Children's Treatment Network of Simcoe York.
