Financial Statements March 31, 2020



# Independent auditor's report

To the Board of Directors of Children's Aid Society of the City of Sarnia and the County of Lambton

#### Our opinion

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Children's Aid Society of the City of Sarnia and the County of Lambton (the Society) as at March 31, 2020 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

#### What we have audited

The Society's financial statements comprise:

- the statement of financial position as at March 31, 2020;
- the statement of operations for the year then ended;
- the statement of changes in fund balances for the year then ended;
- the statement of cash flows for the year then ended; and
- the notes to the financial statements, which include a summary of significant accounting policies.

#### 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 believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Independence

We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada. We have fulfilled our other ethical responsibilities in accordance with these requirements.

PricewaterhouseCoopers LLP 465 Richmond Street, Suite 400, London, Ontario, Canada N6A 5P4 T: +1 519 640 8000, F: +1 519 640 8015



# 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 public sector accounting standards, 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 Society'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 Society or to cease operations, or has no realistic alternative but to do so.

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

Pricewaterhouse Coopers LLP

Chartered Professional Accountants, Licensed Public Accountants

London, Ontario August 14, 2020

Statement of Financial Position

As at March 31, 2020

	Child Welfare Fund \$	Other Funds \$	Total 2020 \$	Total 2019 \$
Assets (note 6)				
Current assets Cash Unrestricted Restricted (notes 3 and 7) Accounts receivable (notes 4 and 8) Prepaid expenses	295,176 52,922 245,277 261,272	910,946 15,931 -	295,176 963,868 261,208 261,272	1,019,422 991,700 145,899 78,394
	854,647	926,877	1,781,524	2,235,415
Capital assets (note 5)	-	824,806	824,806	904,110
	854,647	1,751,683	2,606,330	3,139,525
Liabilities and Fund Balances				
<b>Current liabilities</b> Accounts payable and accrued liabilities Education fund payable (notes 7) Deferred revenue-Ontario Child Benefit Equivalent	792,617 -	39,883 589,413	832,500 589,413	1,265,576 514,508
(OCBE) (notes 3 and 7) Deferred revenue-other (notes 3 and 7)	- 52,922	321,533 -	321,533 52,922	309,204 167,988
	845,539	950,829	1,796,368	2,257,276
Deferred capital contributions (note 7)	-	647,330	647,330	689,998
	845,539	1,598,159	2,443,698	2,947,274
Fund balance (deficit) Child Welfare Fund Other funds (note 15)	9,108 -	- 153,524	9,108 153,524	261,869 (69,618)
	9,108	153,524	162,632	192,251
	854,647	1,751,683	2,606,330	3,139,525

Commitments and contingencies (notes 8 and 9)

#### Approved by the Board of Directors \_\_\_\_\_ Director \_\_\_\_\_\_ Director

### Statement of Operations

For the year ended March 31, 2020

	Child Welfare Fund \$	Other Funds \$ (note 15)	Total 2020 \$	Total 2019 \$
Revenues Ministry funding and government grants (notes 11 and 15) Expense recoveries (note 8) Interest and other Amortization of deferred capital contributions (notes 7 and 15) Children's special allowance and other grants	14,730,581 318,256 50,371 -	99,902 3,750 42,668	14,830,483 318,256 54,121 42,668	15,056,950 387,573 51,377 28,105
(note 15)	<u>333,269</u> 15,432,477	22,254 168,574	355,523 15,601,051	463,143 15,987,148
<b>Expenses</b> Amortization of capital assets (note 15) Promotion and publicity Miscellaneous Office administration	18,576 208,591 147,083	108,799 - - -	108,799 18,576 208,591 147,083	85,194 19,281 173,479 146,160
Professional services Client (note 15) Non-client Occupancy (note 8) Boarding (note 15) Health and related services – direct Clients' personal needs (note 15)	233,878 52,388 287,986 1,792,370 146,520 772,907	24,575 - 7,540 - 82,972	258,453 52,388 287,986 1,799,910 146,520 855,879	290,983 129,801 381,158 2,090,771 138,361 1,126,192
Training and recruitment Travel Technology Wages Employee benefits (note 10)	52,118 467,211 98,989 8,886,702 2,241,465 15,406,784	223,886	52,118 467,211 98,989 8,886,702 2,241,465 15,630,670	67,929 572,940 138,051 8,363,456 2,377,094 16,100,850
Deficiency of revenues over expenses	25,693	(55,312)	(29,619)	(113,702)

Statement of Changes in Fund Balances

For the year ended March 31, 2020

	Child Welfare Fund \$	Other Funds \$ (note 15)	Total 2020 \$	Total 2019 \$
Fund balance – Beginning of year	261,869	(69,618)	192,251	305,953
Deficiency of revenues over expenses Interfund transfers	25,693 (278,454)	(55,312) 278,454	(29,619) -	(113,702)
Fund balance – End of year	9,108	153,524	162,632	192,251

### Statement of Cash Flows For the year ended March 31, 2020

	2020 \$	2019 \$
Cash provided by (used in)		
<b>Operating activities</b> Deficiency of revenues over expenses Items not affecting cash	(29,619)	(113,702)
Amortization of capital assets Amortization of deferred capital contributions Gain on sale of capital assets	108,799 (42,668) (3,750)	85,194 (28,105) -
	32,762	(56,613)
Changes in non-cash working capital balances Accounts receivable Prepaid expenses Accounts payable and accrued liabilities Education fund payable Deferred revenue – OCBE Deferred revenue – other	(115,309) (182,878) (433,076) 74,905 (145,865) 43,128	347,540 2 (178,457) 66,510 43,836 (33,805)
	(726,333)	189,013
<b>Capital activities</b> Purchase of capital assets Proceeds on sale of capital assets	(29,495) 3,750	(100,072)
	(25,745)	(100,072)
(Decrease) increase in cash during the year	(752,078)	88,941
Cash – Beginning of year	2,011,122	1,922,181
Cash – End of year	1,259,044	2,011,122
Cash represented by: Cash		
Unrestricted Restricted	295,176 963,868	1,019,422 991,700
	1,259,044	2,011,122

#### **1** Nature of the organization

The Children's Aid Society of the City of Sarnia and the County of Lambton (Sarnia-Lambton CAS) is incorporated under the laws of the Province of Ontario as a corporation without share capital and is not subject to income taxes pursuant to exemptions according to not-for-profit organizations in income tax legislation.

Sarnia-Lambton CAS is responsible for the care and protection of children in the County of Lambton as set out under the provisions of the Child, Youth and Family Services Act, 2017.

#### 2 Significant accounting policies

#### **Basis of accounting**

These financial statements have been prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations, including the 4200 series of standards, as issued by the Public Sector Accounting Board (PSAB for Government NPOs).

#### **Fund accounting**

Sarnia-Lambton CAS maintains the following funds:

The Child Welfare Fund accounts for revenues and expenses related to program delivery and administrative activities under the Ministry of Children, Community and Social Services (MCCSS).

Included in Other Funds are the following:

The Transitional Age Youth Fund accounts for revenues and expenses related to program delivery under this program.

The Ontario Child Benefit Equivalent (OCBE) Fund accounts for revenues and expenses related to program delivery under this grant program.

The Registered Education Savings Plan (RESP) Fund reports the assets and liabilities related to program delivery under The Registered Education Savings Policy Directive 001-08, effective April 15, 2008.

The Capital Asset Fund reports the assets, liabilities, revenues and expenses related to Sarnia-Lambton CAS's capital assets.

Interfund transfers are in the normal course of operations, and are used to account for transactions and balances in their respective funds.

#### **Financial instruments**

Sarnia-Lambton CAS initially measures its financial assets and financial liabilities at fair value, and subsequently at amortized cost.

Financial assets measured at amortized cost include cash, accounts receivable, and funding source receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and education fund payable.

#### **Capital assets**

Capital assets, including expenses which improve or prolong the useful lives of the assets, are recorded as assets in the year they are acquired. Amortization of capital assets is calculated on a straight-line basis as follows:

Building	20 years
Vehicle	5 years
Office equipment	3 years
Computer equipment	5 years

Amortization of capital assets is recorded in the Capital Asset Fund. One-half of the year's amortization is expensed in the year of acquisition.

#### **Revenue recognition**

Sarnia-Lambton CAS follows the deferral method of accounting for contributions, which includes grants and government subsidies.

Operating revenues, including grants and subsidies, are recorded as revenue in the period to which they relate. Revenue earned but not received at the end of the accounting period is accrued. Where a portion of revenue relates to a future period, it is deferred and recognized in that future period.

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

Externally restricted contributions are recognized as revenue in the year in which the related expenses are recognized. Contributions restricted for the purchase of capital assets are deferred and, when expended, are amortized into revenue on a straight-line basis at a rate corresponding with the amortization rate for the related capital assets.

#### Contributed materials and services

Volunteers contribute a significant amount of time each year to assist Sarnia-Lambton CAS in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Contributed goods that would have otherwise been expenses of Sarnia-Lambton CAS are recorded at their fair value on the date of the contribution.

#### **Employee benefits**

Costs related to the employer contributions to the Ontario Municipal Employees Retirement System (OMERS) pension plan, a multi-employer defined benefit plan, are recorded as an expense in the period the contribution was made by Sarnia-Lambton CAS.

#### **Related party transactions**

Transactions with related parties are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties. When the transactions are either in the normal course of business or not in the normal course of business but with commercial substance and where the exchange amount can be supported. All other related party transactions are recorded at the carrying amount.

#### Use of estimates

The preparation of financial statements in accordance with PSAB for Government NPOs 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 current period. Significant estimates include useful life of capital assets and deferred capital contributions. These estimates are reviewed periodically and adjustments are made to income as appropriate in the year they become known.

#### 3 Restricted cash

Restricted cash consists of an OCBE externally restricted balance of \$321,533 (2019 – \$309,204) and other externally restricted deferred revenue of \$52,922 (2019 – \$167,988).

Also included in restricted cash is \$589,412 (2019 – \$514,508) held on behalf of certain individuals which are deposited and to be deposited into a Registered Education Savings Plan (RESP). This balance is held in trust for qualified children under the care of Sarnia-Lambton CAS as mandated by the MCCSS.

Notes to Financial Statements

March 31, 2020

#### 4 Accounts receivable

	2020 \$	2019 \$
Trade receivable Funding source receivable Sales tax rebates receivable	77,024 40,481 143,703	82,300 10,533 53,066
	261,208	145,899

### 5 Capital assets

			2020
	Cost \$	Accumulated amortization \$	Net \$
Building	3,301,389	2,654,059	647,330
Vehicles	315,173	241,830	73,343
Office equipment	149,496	149,496	-
Computer equipment	164,461	60,328	104,133
	3,930,519	3,105,713	824,806
			2019
	Cost \$	Accumulated amortization \$	Net \$
Building	3,301,389	2,611,388	690,001
Vehicles	356,380	246,852	109,528
Office equipment	149,496	149,496	, _
Computer equipment	134,968	30,387	104,581
	3,942,233	3,038,123	904,110

#### 6 Bank indebtedness

Sarnia-Lambton CAS has an operating line of credit with a maximum limit of 500,000 secured by a general security agreement. The balance of the line of credit was \$nil at year-end (2019 -\$nil).

#### 7 Externally restricted contributions

Sarnia-Lambton CAS receives certain contributions which have external restrictions limiting their use:

- Any amounts received by the MCCSS in respect of the OCBE must be spent on specific costs within that program. During the year, Sarnia-Lambton CAS received \$90,826 (2019 \$86,570). At year-end, there is a deferred revenue balance of \$321,533 (2019 \$309,204) of amounts to be spent and recognized in future years.
- During the year, Sarnia-Lambton CAS received funding of \$77,140 (2019 \$70,040) from the MCCSS to be held in a RESP on behalf of qualified children. As at March 31, 2020, there is restricted cash of \$589,413 (2019 \$514,508) that relates to the education fund payable of \$589,412 (2019 \$514,508).
- Funding is received from other local groups and agencies that is restricted for certain expenses. During the year, \$nil (2019 \$9,200) was received from these other sources. At year-end, there is a deferred revenue balance of \$52,922 (2019 \$167,988) of amounts to be spent and recognized in future years
- The movement of the deferred capital contributions balance during the year is as follows:

	2020 \$	2019 \$
Balance – Beginning of year	689,998	718,103
Amortization of deferred capital contributions	(42,668)	(28,105)
Balance – End of year	647,330	689,998

#### 8 Related party transactions and balances

Sarnia-Lambton CAS has a management and economic relationship with Bluewater Children's Foundation (the Foundation). Sarnia-Lambton CAS and the Foundation are related through common management and governance. The objective of the Foundation is to raise funds to support the services/programs of Sarnia-Lambton CAS that are not covered by provincial funding.

During the year, Sarnia-Lambton CAS paid rent and common area maintenance charges in the amount of \$87,835 (2019 – \$86,429), which is included within occupancy expense, to the Foundation under the terms of a lease for premises in effect until January 15, 2024.

During the year, Sarnia-Lambton CAS charged management and administration fees of \$6,000 (2019 – \$18,000) to the Foundation, which has been recorded within expense recoveries in the statement of operations.

Accounts receivable incurred in the normal course of business owing from the Foundation to Sarnia-Lambton CAS totalled \$25,081 at March 31, 2020 (2019 – \$858).

#### 9 Commitments and Contingencies

Sarnia-Lambton CAS receives funding from the MCCSS. The amount of funding provided to Sarnia-Lambton CAS is subject to final review and approval by the MCCSS. Any future adjustments required as a result of this review will be accounted for at that time.

There are two outstanding legal claims against Sarnia-Lambton CAS. In one case, the probability of loss is unlikely, and with no expected exposure. In the second case, the loss is deemed likely, but there is uncertainty surrounding the amount of exposure. Management's best estimate of potential exposure relating to this case is \$50,000. There has been no accrual recorded in the financial statements for these legal claims.

Sarnia Lambton CAS annual lease payments to the Foundation for the next 5 years are as follows:

	\$
2021 2022 2023 2024 2025 and thereafter	70,232 70,232 70,232 58,527
	269,223

March 31, 2020

#### 10 Employee benefits

Employees are eligible to be members of OMERS, which provides defined pension benefits to employees based on their length of services and rates of pay. Sarnia-Lambton CAS records contributions made as an expense during the year as there is insufficient information available for the normally required disclosure elements in a defined benefit plan, such as plan deficit or surplus. During the year, Sarnia-Lambton CAS contributed \$775,284 (2019 – \$793,048).

#### 11 Economic dependence

Sarnia-Lambton CAS has an economic dependence on the Province of Ontario due to the significant amount of funding received. Substantially all of the revenue recognized during both the current and prior year was derived from this source.

#### 12 Balanced Budget Fund

The Ministry of Children and Youth Services (now called The Ministry of Children, Community and Social Services) created the Balanced Budget Fund to support Children's Aid Societies (CAS) in meeting the balanced budget requirement set out in Regulation 70 and to proactively manage the risks associated with a multi-year budget planning process. The Balanced Budget Fund will be developed on an individual CAS basis, in an amount up to each CAS's accumulated excess of revenues over expenses (surplus) that has been returned to the MCCSS following the implementation of the new funding model in 2013-2014. In order to be eligible to access these funds in a future year, Sarnia-Lambton CAS must meet two conditions: (1) Sarnia-Lambton CAS must have generated a prior year surplus recovered in or after 2013-2014; and (2) in a subsequent year ended after March 31, 2014, Sarnia-Lambton CAS requires additional funding in an amount up to its total accumulated prior year surplus to balance its budget.

Under MCCSS reporting, Sarnia Lambton CAS generated a surplus of \$109,415 (2019 – deficit of \$39,737) based on the approved MCCSS funding allocation for the year (note 13). This surplus is expected to be recovered by the MCCSS as a reduction in future funding.

#### 13 MCCSS disclosures

#### Child Welfare Fund reconciliation for MCCSS requirements

	2020 \$	2019 \$
Excess (deficit) of revenues over expenses per statement of operations	25,693	(56,613)
Adjustments required for MCCSS reporting	83,722	16,876
Excess (deficit) of revenues over expenses reported to MCCSS	109,415	(39,737)

Notes to Financial Statements March 31, 2020

#### 14 Financial instruments

#### **Risks and concentrations**

Sarnia-Lambton CAS is exposed to various risks through its financial instruments, without being exposed to concentrations of risk. The following analysis provides a measure of Sarnia-Lambton CAS's risk exposure as at March 31, 2020. Unless otherwise stated, there have been no significant changes from the previous year in exposure to risk or policies, procedures and methods used to measure the risk.

#### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting cash outflow obligations as they come due. Sarnia-Lambton CAS is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, and education fund payable. Sarnia-Lambton CAS mitigates this risk by monitoring cash activities and expected outflows through extensive budgeting.

#### 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. Sarnia-Lambton CAS is exposed to this risk through its carrying amount of cash, accounts receivable and funding source receivable. Cash is held with a reputable financial institution, which mitigates any potential credit risk, and the receivable balances are primarily due from MCCSS-funded entities. Sarnia-Lambton CAS measures its exposure to credit risk based on how long the amounts have been outstanding. No accounts receivable are in arrears.

#### Financial and market risk

Financial and market risks are the risks that changes in financial or market conditions impair the value of the Sarnia-Lambton CAS's assets or that the fair value or future cash flows of a financial instrument will fluctuate because of the changes in market prices. Sarnia-Lambton is not exposed to this risk.

### **15** Other fund balances

A summary of the statement of operations of the externally restricted Transitional Age Fund is as follows:

	2020 \$	2019 \$
<b>Revenues</b> Ministry funding and government grants Children's special allowance and other grants		28,597
	22,254	28,597
<b>Expenses</b> Boarding Clients' personal needs	7,540 14,714	28,597 -
	22,254	28,597
Excess of revenues over expenses		-

The Transitional Age Fund is recognized by MCCSS as detail code F660 within their internal reporting framework.

A summary of the statement of operations for the externally restricted OCBE Fund is as follows:

	2020 \$	2019 \$
<b>Revenues</b> Children's special allowance and other grants	68,258	84,798
Expenses Clients' personal needs	68,258	84,798
Excess of revenues over expenses		-

A summary of the statement of operations for the Capital Asset Fund is as follows:

	2020 \$	2019 \$
Revenues		
Amortization of deferred capital contributions	42,668	28,105
Proceeds on sale of assets	3,750	-
	46,418	28,105
Expenses		
Amortization of capital assets	108,799	85,194
Excess of expenses over revenues	(62,381)	(57,089)

A summary of the statement of operations for the Education Liaison program is as follows:

	2020 \$	2019 \$
<b>Revenues</b> Ministry funding and government grants	31,644	65,281
<b>Expenses</b> Professional services – client	24,575	65,281
Excess of revenues over expenses	7,069	

The Educational Liaison program is recognized by MCCSS as detail code E721 within their internal reporting framework.

#### 16 Comparative figures

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

#### 17 COVID-19

Financial markets have been negatively impacted by the novel Coronavirus (COVID-19), which was declared a pandemic by the World Health Organization on March 12, 2020. This has resulted in significant economic uncertainty and consequently, it is difficult to reliably measure the potential impact of this uncertainty on future financial results. As a result of the pandemic, management began working remotely and the organization, and case workers performed more virtual visits with the children, youth and families. Management continues to assess the impact of COVID-19 and the governments' responses to it, including but not limited to: future government funding sources and impairment of capital assets. At the balance sheet date, management estimates no such adjustments are required.