Consolidated Financial Statements of

## DISTRICT OF SAULT STE. MARIE SOCIAL SERVICES ADMINISTRATION BOARD

Year ended December 31, 2014

Consolidated Financial Statements

Year ended December 31, 2014

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#### Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of District of Sault Ste. Marie Social Services Administration Board (the "Board") are the responsibility of the Board's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Board's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The board meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the Board. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Board's consolidated financial statements.

Commissioner of Social Services

**Finance Manager** 



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### INDEPENDENT AUDITORS' REPORT

To the Members of the District of Sault Ste. Marie Social Services Administration Board

We have audited the accompanying consolidated financial statements of District of Sault Ste. Marie Social Services Administration Board, which comprise the consolidated statement of financial position as at December 31, 2014, and the consolidated statements of operations and accumulated surplus, change in net financial assets and statement of cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

#### Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, we consolidated financial statements 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

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



#### Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of District of Sault Ste. Marie Social Services Administration Board as at December 31, 2014, and its consolidated results of operations, its consolidated change in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

April 23, 2015 Sault Ste. Marie, Canada

Consolidated Statement of Financial Position

December 31, 2014, with comparative information for 2013

	2014	2013
Financial assets:		
Cash and cash equivalents	\$ 9,542,087	\$ 8,211,754
Receivable from City of Sault Ste. Marie	512,837	741,889
Accounts receivable	769,948	1,000,286
	10,824,872	9,953,929
Financial liabilities:		
Accounts payable and accrued liabilities	1,139,653	1,266,405
Payable to Province of Ontario (note 2 and 9)	2,636,737	2,161,503
Long-term debt (note 3)	3,286,180	3,743,294
	7,062,570	7,171,202
Net financial assets	3,762,302	2,782,727
Non-financial assets:		
Tangible capital assets (note 4)	5,259,249	5,277,386
Prepaid expenses	886,455	657,618
	6,145,704	5,935,004
Forgivable loans (note 2)		
Contractual agreements (note 8)		
Accumulated surplus (note 5)	\$ 9,908,006	\$ 8,717,731

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2014, with comparative information for 2013

	Budget	2014	2013
	(note 11)		
Revenues:			
Province of Ontario (schedule 1)	\$ 28,550,874	\$ 28,700,509	\$ 29,608,562
Government of Canada (schedule 1)	3,419,774	3,369,772	3,534,508
Participating municipalities	18,790,662	18,790,663	19,130,013
Other	58,095	68,224	286,732
Investment income	28,000	123,896	111,163
Rental income	2,934,500	2,986,863	3,081,775
Total revenues	53,781,905	54,039,927	55,752,753
Expenses:			
General assistance	25,168,934	24,634,098	23,456,069
Housing Services	16,898,612	15,748,520	17,377,754
Administration (schedule 2)	245,175	229,859	215,282
Community Child Care	7,448,390	7,275,011	7,531,480
Land Ambulance	4,725,111	4,640,859	4,726,811
Amortization of tangible capital assets	321,305	321,305	307,675
Total expenses	54,807,527	52,849,652	53,615,071
Annual surplus (deficit)	(1,025,622)	1,190,275	2,137,682
Accumulated surplus, beginning of year	8,717,731	8,717,731	6,580,049
Accumulated surplus, end of year	\$ 7,692,109	\$ 9,908,006	\$ 8,717,731

Consolidated Statement of Change in Net Financial Assets

Year ended December 31, 2014, with comparative information for 2013

	Budget	2014	2013
	(note 11)		
Annual surplus (deficit)	\$ (1,025,622)	\$ 1,190,275	\$ 2,137,682
Acquisition of tangible capital assets	(309,640)	(303,168)	(178,793)
Loss (gain) on sale of tangible capital assets	_	(8,000)	4,743
Proceeds from sale of tangible capital assets	_	8,000	22,000
Amortization of tangible capital assets	321,305	321,305	307,675
	(1,013,957)	1,208,412	2,293,307
Acquisition of prepaid expenses	_	(886,455)	(657,618)
Use of prepaid expenses	-	657,618	634,705
Change in net financial assets	(1,013,957)	979,575	2,270,394
Net financial assets, beginning of year	2,782,727	2,782,727	512,333
Net financial assets, end of year	\$ 1,768,770	\$ 3,762,302	\$ 2,782,727

Consolidated Statement of Cash Flows

Year ended December 31, 2014, with comparative information for 2013

	2014	2013
Cash provided by (used for):		
Operating activities:		
Annual surplus	\$ 1,190,275	\$ 2,137,682
Items not involving cash:		
Amortization of tangible capital assets	321,305	307,675
Loss (gain) on sale of tangible capital assets	(8,000)	4,743
	1,503,580	2,450,100
Change in non-cash assets and liabilities:		
Accounts receivable	230,338	1,829,127
Receivable from City of Sault Ste. Marie	(228,837)	(506,025)
Accounts payable and accrued liabilities	(126,752)	442,569
Payable to (from) Province of Ontario	475,234	(447,413)
Prepaid expense	229,052	(22,913)
Net change in cash from operating activities	2,082,615	3,745,445
Capital activities:		
Cash used to acquire tangible capital assets	(303,168)	(178,793)
Proceeds from sale of tangible capital assets	8,000	22,000
Net change in cash from capital activities	(295,168)	(156,793)
Financing activities:		
Long-term debt principal repayments	(457,114)	(427,428)
Net change in cash from financing activities	(457,114)	(427,428)
Net change in cash	1,330,333	3,161,224
Cash and cash equivalents, beginning of year	8,211,754	5,050,530
Cash and cash equivalents, end of year	\$ 9,542,087	\$ 8,211,754

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 1. Significant accounting policies:

The consolidated financial statements of the District of Sault Ste. Marie Social Services Administration Board (the "Board") are prepared by management in accordance with Canadian generally accepted accounting principles for government organizations as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Board are as follows:

(a) Basis of accounting:

Revenue and expenses are reported on the accrual basis of accounting.

The accrual basis of accounting recognizes revenue as they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Reporting entities:

The consolidated financial statements reflect the assets, liabilities, revenues, expenses and fund balances of the reporting entity and the Sault Ste. Marie Housing Corporation. Interorganization transactions and balances between these organizations have been eliminated.

(c) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful Life – Years
Puildinge	40
Buildings Vehicles	40 5 - 7
Furniture and equipment	5

Amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and are recorded as revenue.

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 1. Significant accounting policies (continued):

(d) Cash and cash equivalents:

Cash and cash equivalents are represented by cash on hand, cash on deposit in chartered banks and investments that mature within three months.

(e) Reserves and reserve funds:

Certain amounts, as approved by the Board, are set aside in reserves or reserve funds for future operating and capital purposes. Transfers to and/or from the reserves and reserve funds are an adjustment to the respective fund when approved.

(f) Government subsidies:

Government subsidies are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the subsidy occur, providing the subsidies are authorized, any eligibility criteria have been met and reasonable estimates of the amounts can be made.

(g) Use of estimates:

The preparation of the consolidated financial statements 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 dates of the consolidated financial statements and the reported amounts of revenue and expenses during the reporting period. Significant items subject to such estimates and assumptions include the carrying value of tangible capital assets and valuation allowances for receivables and Canada – Ontario Affordable Housing Program Loans. Actual results could differ from those estimates. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in the statement of operations in the year in which they become known.

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 2. Forgivable loans:

The Board administers various programs under the Canada-Ontario Affordable Housing Program ("AHP"). Funds received under these programs assist with certain housing repairs to low to moderate income residents of Northern Ontario and funding for new rental housing units to low-income seniors and persons with disabilities, in the form of forgivable loans. These loans are forgivable over 20 years based on specific provisions in each program, provided that certain conditions and requirements are maintained by the loan recipients. In the event of default loans are repaid by the funding recipients. The Board is required to reinvest these amounts through new loans within the related program or return the funding and as such, any amounts not yet distributed under these programs is included in the Payable to Province of Ontario. The net payable at December 31, 2014 was \$177,046 (2013 - \$116,517) which represents the amounts held by the Board to either be issued as new forgivable loans under the AHP programs or returned to the funders. During the year, a total of \$758,101 (2013 - \$700,832) in loan balances was forgiven.

#### 3. Long-term debt:

	2014	2013
Canada Mortgage and Housing Corporation, various debentures, interest rates varying from 6.09% to 8.10%, annual payments totaling \$718,867, due dates ranging from January 2015 to January 2024, secured by real property	\$ 3,286,180	\$ 3,743,294

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

\$ 488,896
450,572
456,045
488,839
432,489
969,339
\$ 3,286,180

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 4. Tangible capital assets:

		Balance at			Balance at
	De	cember 31,			December 31,
Cost		2013	Additions	Disposals	2014
Land	\$	1,488,538	_	_	\$ 1,488,538
Buildings	Ψ	5,954,154	_	_	5,954,154
Vehicles		1,353,583	126,277	(104,848)	1,375,012
Furniture and equipment		598,327	176,891	(101,010)	775,218
Total	\$	9,394,602	303,168	(104,848)	\$ 9,592,922
		Balance at			Balance at
Accumulated	De	cember 31,		Amortization	December 31,
amortization		2013	Disposals	expense	2014
Buildings	\$	3,077,751	_	101,108	\$ 3,178,859
Vehicles	Ŷ	827,987	(104,848)	150,923	874,062
Furniture and equipment		211,478	_	69,274	280,752
Total	\$	4,117,216	(104,848)	321,305	\$ 4,333,673
	Net	book value			Net book value
	Decembe	er 31, 2013		Dec	cember 31, 2014
Land	\$	1,488,538			\$ 1,488,538
Buildings	Ŷ	2,876,403			2,775,295
Vehicles		525,596			500,950
Furniture and equipment		386,849			494,466
Total	\$	5,277,386			\$ 5,259,249

Notes to Consolidated Financial Statements

Year ended December 31, 2014

Total

#### 4. Tangible capital assets (continued):

		Balance at			Balance at
	De	cember 31,			December 31,
Cost		2012	Additions	Disposals	2013
Land	\$	1,488,538	_	_	\$ 1,488,538
Buildings	Ŷ	5,954,154	_	_	5,954,154
Vehicles		1,413,479	126,239	(186,135)	1,353,583
Furniture and equipment		623,505	52,554	(77,731)	598,327
Total	\$	9,479,676	178,793	(263,866)	\$ 9,394,602
		Balance at			Balance at
Accumulated	De	cember 31,		Amortization	December 31,
amortization		2012	Disposals	expense	2013
Buildings	\$	2,976,643	_	101,108	\$ 3,077,751
Vehicles		865,652	(186,135)	148,470	827,987
Furniture and equipment		204,370	(50,990)	58,097	211,478
Total	\$	4,046,665	(237,125)	307,675	\$ 4,117,216
	Net	book value			Net book value
	Decembe	er 31, 2012		Dec	cember 31, 2013
Land	\$	1,488,538			\$ 1,488,538
Buildings	Ŧ	2,977,511			2,876,403
Vehicles		547,827			525,596
Furniture and equipment		419,135			386,849

\$ 5,433,011

\$ 5,277,386

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 5. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2014	2013
Invested in tangible capital assets	\$ 5,259,249	\$ 5,277,386
Operating fund	4,042,830	3,947,951
Unfunded long-term debt	(3,286,180)	(3,743,294)
Reserves and reserve funds (note 6)	3,892,107	3,235,688
	\$ 9,908,006	\$ 8,717,731

#### 6. Reserves and reserve funds:

	January 1, 2014	Transfers to	Transfers from	De	cember 31, 2014
Set aside for specific purposes by the Board:					
Reserves:					
Working funds	\$ 200,000	_	_	\$	200,000
Ambulances	988,531	188,862	(273,228)		904,165
	1,188,531	188,862	(273,228)		1,104,165
Reserve funds:					
Social housing capital reserve fund	418,573	846,000	_		1,264,573
Child care reserve fund	1,628,584	-	(105,215)		1,523,369
2014 balances	\$ 3,235,688	1,034,862	(378,443)	\$	3,892,107
2013 balances	\$ 2,368,059	1,941,271	(1,073,642)	\$	3,253,688

#### 7. Expenses by object:

	2014	2013
Salaries	\$ 80,723	\$ 81,240
Materials, supplies and contracted services	52,447,624	53,226,156
Amortization of tangible capital assets	321,305	307,675
	\$ 52,849,652	\$ 53,615,071

The Board purchases administrative and other related services from the City of Sault Ste. Marie on a full cost recovery basis.

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 8. Contractual agreements:

The Board has entered into a lease agreement with the City of Sault Ste. Marie for rent, at 65 Old Garden River Road in Sault Ste. Marie, Ontario, for \$127,587 annually. The lease term ends December 31, 2017.

#### 9. Social assistance management system:

On November 1, 2014, the Province of Ontario implemented a new Social Assistance Management System (SAMS). As a result of the implementation the Province of Ontario has not reconciled the November and December transfer payments to the Board. Management has estimated the effect of potential SAMS adjustments for November and December to be approximately \$56,000 which is included in Payable to Province of Ontario. Any additional adjustments will be reported in the consolidated statement of operations and accumulated surplus in the year in which they become known.

#### 10. Comparative amounts:

Certain 2013 comparative figures have been reclassified to conform to the presentation used in the current year.

#### 11. Budget figures:

The operating budgets approved by the Board for 2014 were prepared for the purpose of establishing the estimated revenues and expenses for fiscal 2014 for the District of Sault Ste. Marie Social Services Administration Board and the Sault Ste. Marie Housing Corporation separately. These budgets established do not include a budget for the amortization of tangible capital assets and include allocations of prior year surpluses.

The consolidated budget figures presented in the Consolidated Statement of Operations and Accumulated Surplus and the Consolidated Statement of Change in Net Financial Assets have been restated to be comparable with the Public Sector Accounting Standards. A reconciliation of the Board approved budgets and the consolidated budget presented in these financial statements is presented below:

Adopted consolidated budget: Consolidated budgeted annual surplus for the year	\$ _
Adjustments to adopted budget: Allocation of prior year surpluses Acquisition of tangible capital assets Amortization of tangible capital assets	(1,013,957) 309,640 (321,305)
Restated budgeted annual deficit	\$ (1,025,622)

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 12. Segmented information:

The District of Sault Ste. Marie Social Services Administration Board supports the development of health and self-sufficient communities through the innovative and responsive delivery of various social assistance programs. For reporting purposes the Board's financial activities are organized and reported by program.

Certain programs that have been separately disclosed in the segmented information, along with the services they provide are as follows:

#### **Ontario Works**

Financial and employment assistance is provided to individuals in temporary financial need. The goals are to assist participants in achieving independence and self-reliance and to transition the participants to the workforce.

#### **Housing Services**

The social housing program is responsible for the direct management of the public housing portfolio, the administration of the Non-profit and Urban and Native Housing projects within the district, administration of various federal and provincial housing programs, and the administration and maintenance of the central waiting list within the district.

#### **DSSAB** Administration

Administration of programs and services are managed by an administrative team which provides support for the ongoing services of the Board.

#### **Community Child Care**

Child care funding is administered to child care operators within the district in accordance with the Day Nurseries Act.

#### Land Ambulance and Garden River Ambulance

Emergency and non-emergency land ambulance services are provided within the district.

For each reported segment, revenue and expenses represent both the amounts that are directly attributable to the segment as well as amounts that can reasonably be allocated to the segment. Administration costs are allocated to the program based on an availability of funding as well as an estimate of their consumption of administrative services. The accounting policies utilized in these segments are consistent with those followed in preparation of the financial statements as disclosed in Note 1.

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 12. Segmented information (continued):

	Ontario Works	Housing Services	DSSAB Administration	Community Child Care	Land Ambulance	Garden River Land Ambulance	2014 Total
Revenue:							
Province of Ontario	\$ 19,154,721	1,270,562	22,000	5,521,600	2,040,420	691,206	\$ 28,700,509
Government of Canada	-	3,369,772	-	-	-	-	3,369,772
Participating Municipalities	5,273,876	9,566,829	141,631	1,448,850	2,315,504	43,973	18,790,663
Other	-	58,704	1,520	-	8,000	-	68,224
Investment income	-	22,480	101,416	-	-	-	123,896
Rental income	-	2,986,863	-	-	-	-	2,986,863
Total revenues	24,428,597	17,275,210	266,567	6,970,450	4,363,924	735,179	54,039,927
Expenses:							
Salaries and benefits	-	-	80,723	-	-	-	80,723
DSSAB operations	-	-	149,135	-	-	-	149,135
Materials and services	-	4,095,051	-	-	-	-	4,095,051
Equipment and property costs	-	-	-	-	4,208	2,676	6,884
Transfers to recipients and service providers	16,445,847	9,471,921	-	6,629,638	-	-	32,547,406
Amortization of tangible capital assets	-	101,108	-	-	220,197	-	321,305
	16,445,847	13,668,080	229,858	6,629,638	224,405	2,676	37,200,504
Purchased services							
Salaries and benefits	4,142,620	1,732,275	-	449,574	3,333,537	516,850	10,174,856
Employment related costs	2,099,646	-	-	-	-	-	2,099,646
Materials and services	1,945,986	449,273	-	195,799	632,694	150,894	3,374,646
	8,188,252	2,181,548	-	645,373	3,966,231	667,744	15,649,148
Total expenses	24,634,099	15,849,628	229,858	7,275,011	4,190,636	670,420	52,849,652
Annual surplus (deficit)	\$ (205,502)	1,425,582	36,709	(304,561)	173,288	64,759	\$ 1,190,275

Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 12. Segmented information (continued):

	Ontario Works	Housing Services	DSSAB Administration	Community Child Care	Land Ambulance	Garden River Land Ambulance	2013 Total
<b>D</b>							
Revenue:							
Province of Ontario	\$ 18,512,950	713,919	-	7,965,735	1,827,803	588,155	\$ 29,608,562
Government of Canada	-	3,534,508	-	-	-	-	3,534,508
Participating Municipalities	5,754,091	9,402,404	228,514	1,411,410	2,281,180	52,414	19,130,013
Other	-	193,838	97,635	-	(4,741)	-	286,732
Investment income	-	26,639	84,524	-	-	-	111,163
Rental income	-	3,081,775	-	-	-	-	3,081,775
Total revenues	24,267,041	16,953,083	410,673	9,377,145	4,104,242	640,569	55,752,753
Expenses:							
Salaries and benefits	-	-	81,240	-	-	-	81,240
Purchased services	-	3,891	_	-	-	-	3,891
DSSAB operations	-	-	134,044	-	-	-	134,044
Materials and services	-	8,545,115	-	-	-	-	8,545,115
Equipment and property costs	-	-	-	-	9,207	1,291	10,498
Transfers to recipients and service providers	15,496,843	6,518,785	-	7,038,054	-	-	29,053,682
Amortization of tangible capital assets	-	101,108	-	-	206,567	-	307,675
Other	-	-	-	-	(15,516)	-	(15,516)
	15,496,843	15,168,899	215,284	7,038,054	200,258	1,291	38,120,629
Allocation of purchased services:							
Salaries and benefits	4,353,341	1,826,307	-	348,496	3,465,143	506,663	10,499,950
Employment related costs	1,627,545	-	-	-	-	-	1,627,545
Materials and services	1,978,339	483,655	-	144,930	638,771	121,252	3,366,947
Other	-	-	-	-	-	-	-
Total expenses	23,456,068	17,478,861	215,284	7,531,480	4,304,172	629,206	53,615,071
Annual surplus (deficit)	\$ 810,973	(525,778)	195,389	1,845,665	(199,930)	11,363	\$ 2,137,682

Schedule 1 – Analysis of Program Revenue

Year ended December 31, 2014, with comparative information for 2013

	2014	2013
Provincial program revenue:		
Ontario Works	\$ 19,838,439	\$ 18,518,710
Community Child Care	5,521,600	7,965,735
Land Ambulance	2,040,420	1,827,803
Other	608,844	708,159
	28,009,303	3 29,020,407
Provincial program administration:		
LEAP	691,206	588,155
	\$ 28,700,509	9 \$ 29,608,562
Federal program revenue:		
Social housing	\$ 3,369,772	\$ 3,534,508

Schedule 2 – Analysis of Administration Expenses

Year ended December 31, 2014, with comparative information for 2013

	2014	2013
Administration: Board expenses Professional fees Other	\$ 180,383 28,234 21,242	\$ 170,791 25,435 19,056
	\$ 229,859	\$ 215,282