



FINANCE & ADMINISTRATION COMMITTEE MEETING AGENDA

Healthy Communities without Poverty

Date: Wednesday, May 26, 2021

Time: 1 0 PM (or directly following the NDHC Board meeting)

Location: By video conference while pandemic protocols are in place

<https://zoom.us/j/95600207603?pwd=UFE0OEVNYUJYSy9MSnFnaGNVYVlIZz09>

Meeting ID: 956 0020 7603

Passcode: 729380

One tap mobile

+16473744685,,95600207603#,,,,*729380# Canada

+16475580588,,95600207603#,,,,*729380# Canada

Dial by your location

+1 647 374 4685 Canada

+1 647 558 0588 Canada

+1 613 209 3054 Canada

Members: Councillor Mark King Councillor (Chair), Councillor Dan Roveda (Vice Chair), Councillor Dave Mendicino, Mayor Dean Backer, Councillor Mac Bain, Mayor Jane Dumas, Councillor Terry Kelly, Chris Mayne, , Mayor Dan O'Mara, Councillor Scott Robertson, Representative Amanda Smith, Councillor Bill Vrebosch.

Item	Topic
1.0	1.1 Call to Order 1.2 Declaration of Conflict of Interest
2.0	Opening remarks by the Chair

Item	Topic
3.0	<p>Approval of the Agenda for May 26, 2021</p> <p>MOTION: FA #2021-05</p> <p>THAT the Finance and Administration Committee accepts the Agenda as presented.</p>
4.0	<p>4.1 DELEGATIONS –</p> <p>1. Dean Decaire – Audited Financial Statements</p> <p>MOTION: FA #2021-06</p> <p>THAT the Audited Financial Statements for the year ending December 31, 2020 be approved as presented; AND</p> <p>THAT the Nipissing District Housing Corporation (NDHC) reappoint the firm BDO Canada LLP as its auditor for the year ending December 31, 2021. (See Briefing Note FA04-21 Appointment of Auditors for 2021.)</p>
5.0	<p>CONSENT AGENDA –<i>All items in the consent agenda are voted on collectively. The Chair will call out each item for consideration of discussion. Any item can be singled out for separate vote; then, only the remaining items will be voted on collectively.</i></p> <p>MOTION: FA #2021-07</p> <p>THAT the Board receives for information purposes Consent Agenda items 5.1. to 5.3.</p> <p>5.1 FA05-21 2020 Investment Report - update on the performance of the District of Nipissing Social Services Administration Board (DNSSAB) investment portfolio and the investment strategy going forward for information purposes.</p> <p>5.2 FA06-21 2021 Federal Budget Highlights - highlights of funding announced in the 2021 federal budget that may affect the DNSSAB for information purposes.</p> <p>5.3 FA07-21 Year-to-date (YTD) Financial Report, January 1 to March 31, 2021 - an update on the YTD financial performance of the organization relative to the budget set for the same period and the forecast to year end.</p>
6.0	<p>MANAGERS REPORTS – none at this time.</p>
7.0	<p>OTHER BUSINESS</p>
8.0	<p>NEXT MEETING DATE Wednesday, June 23, 2021</p>

Item	Topic
9.0	ADJOURNMENT MOTION: FA #2021-08 <i>Resolved</i> THAT the Finance and Administration Committee meeting be adjourned at PM.



DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

AUDIT FINAL REPORT TO THE FINANCE AND ADMINISTRATION COMMITTEE

May 26, 2021

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SUMMARY

Our audit and therefore this report will not necessarily identify all matters that may be of interest to the Finance and Administration Committee in fulfilling its responsibilities. This report has been prepared solely for the use of the Finance and Administration Committee and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.



Status of the Audit

As of the date of this report, we have substantially completed our audit of the 2020 financial statements, pending completion of the following items:

- ▶ Receipt of signed management representation letter
- ▶ Subsequent events review through to financial statement approval date
- ▶ Approval of financial statements by the Board of Directors

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the financial statements are free from material misstatement. See [Appendix A](#) for our draft independent auditor's report.

Except as described in this report, the scope of the work performed was substantially the same as that described in our Planning Report to the Finance and Administration Committee dated February 24, 2021.



Materiality

As communicated to you in our Planning Report to the Finance and Administration Committee, preliminary materiality was \$1,500,000. Final materiality was increased to \$1,600,000 to reflect actual results of the Organization. We determined our trivial errors posting threshold to be \$80,000 which means that all uncorrected misstatements identified during the audit in excess of this amount will be reported to the Finance and Administration Committee.



Audit Findings

Our audit focused on the risks specific to your business and key accounts. Our discussion points below focus on areas of significant risks of material misstatement, or the following items:

- ▶ Management Override of Controls
- ▶ Revenue Recognition Related to Deferred Revenues and Cut-off Risk
- ▶ Transfer Payments and Transactions with Related Parties
- ▶ Impact of COVID-19 on operations and control environment



Internal Control Matters

We are required to report to you in writing, any significant deficiencies in internal control that we have identified. The specifics of this communication are included in our report below.



Independence

Our annual letter confirming our independence was previously provided to you.



Adjusted and Unadjusted Differences

There are no differences identified throughout the course of the audit engagement.



Management Representations

During the course of our audit, management made certain representations to us. These representations were verbal or written and therefore explicit, or they were implied through the financial statements. Management provided representations in response to specific queries from us, as well as unsolicited representations. Such representations were part of the evidence gathered by us to be able to draw reasonable conclusions on which to base our audit opinion. These representations were documented by including in the audit working papers memoranda of discussions with management and written representations received from management.

A summary of the representation we have requested from management is set out in the representation letter included in [Appendix D](#) to the report.

 **Fraud Discussion**

Through our planning process, and current and prior years’ audits, we have developed an understanding of your oversight processes. We are not currently aware of any fraud affecting the Organization.

If you are aware of changes to processes or are aware of any instances of actual, suspected or alleged fraud affecting the Organization since

our discussions held at planning, we request that you provide us with this information.

Please refer to the Auditor’s Responsibilities for Detecting Fraud in the Planning Report to the Finance and Administration Committee.

AUDIT FINDINGS

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the Organization’s accounting practices, including accounting policies, accounting estimates and financial statement disclosures. In order to have a frank and open discussion, these matters will be discussed verbally with you. A summary of the key discussion points are as follows:

SIGNIFICANT RISKS OF MATERIAL MISSTATEMENT	RISKS NOTED	AUDIT FINDINGS
Management Override of Controls	Management is in a unique position to perpetrate fraud because of management’s ability to override controls, potentially leading to a material misstatement of the financial statements.	All audit procedures in this area were executed as planned and no errors were noted.
Revenue Recognition Related to Deferred Revenues	Inherent fraud risk related to revenue recognition which could lead to a material misstatement of the financial statements. Risk that deferred revenues are not treated properly which could lead to a	All audit procedures in this area were executed as planned and no errors were noted.

SIGNIFICANT RISKS OF MATERIAL MISSTATEMENT	RISKS NOTED	AUDIT FINDINGS
	material misstatement of the financial statements.	
Revenue Recognition Related to Cut-off Risk	Risk that timing of revenue has been manipulated in order to decrease amounts payable back to the Ministry.	All audit procedures in this area were executed as planned and no errors were noted.
Transfer Payments and Transactions with Related Parties	Risk that transfer payments forwarded to related party are not allocated appropriately in line with the funding received	All audit procedures in this area were executed as planned and no errors were noted.
Impact of COVID-19 on operations and control environment	In common with many Organizations, COVID-19 has impacted operations as the Board has to continually adjust controls and operations to adapt to Provincial mandates and the rules and regulations of health authorities, this can create the risk that controls and related operations are not being carried out as intended.	All audit procedures in this area were executed as planned and no errors were noted.

INTERNAL CONTROL MATTERS

During the course of our audit, we performed the following procedures with respect to the Organization's internal control environment:

- ▶ Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- ▶ Discussed and considered potential audit risks with management.

The results of these procedures were considered in determining the extent and nature of substantive audit testing required.

We are required to report to you in writing, significant deficiencies in internal control that we have identified during the audit. A significant deficiency is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

As the purpose of the audit is for us to express an opinion on the Organization's financial statements, our audit cannot be expected to disclose all matters that may be of interest to you. As part of our work, we considered internal control relevant to the preparation of the financial statements such that we were able to design appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

OTHER REQUIRED COMMUNICATIONS

Potential effect on the financial statements of any material risks and exposures, such as pending litigation, that are required to be disclosed in the financial statements.

- BDO Response: No litigation occurred during the year thus, no disclosure

Material uncertainties related to events and conditions that may cast significant doubt on the entity's ability to continue as a going concern.

- BDO Response: No material uncertainties were noted.

Disagreements with management about matters that, individually or in the aggregate, could be significant to the entity's financial statements or our audit report.

- BDO Response: There were no disagreements with management.

Matters involving non-compliance with laws and regulations.

- BDO Response: There were no non-compliance matters with laws and regulations

Significant related party transactions that are not in the normal course of operations and which involve significant judgments made by management concerning measurement or disclosure.

- BDO Response: All significant related party transactions were found to be in the normal course of operations.

Management consultation with other accountants about significant auditing and accounting matters.

- BDO Response: No such matters.

Other Matters

- BDO Response: No other matters to discuss.

Professional standards require independent auditors to communicate with those charged with governance certain matters in relation to an audit. In addition to the points communicated within this letter, the attached table summarizes these additional required communications.

APPENDICES

Appendix A: Independent Auditor's Report

Appendix B: Independence Update

Appendix C: Fees

Appendix D: Representation Letter

Appendix E: BDO Resources

APPENDIX A: INDEPENDENT AUDITOR'S REPORT

Independent Auditor's Report

To the Directors of District of Nipissing Social Services Administration Board

Opinion

We have audited the non-consolidated financial statements of District of Nipissing Social Services Administration Board (the "Entity"), which comprise the non-consolidated statement of financial position as at December 31, 2020, and the non-consolidated statement of operations and accumulated surplus, non-consolidated statement of changes in net debt and non-consolidated statement of cash flows for the year then ended, and notes to the non-consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying non-consolidated financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2020, and its results of operations, its change in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

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 Non-Consolidated Financial Statements section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the non-consolidated 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.

Other Matters

The District of Nipissing Social Services Administration Board prepares consolidated financial statements for the year ended December 31, 2020 in accordance with Canadian public sector accounting standards on which we will issue a separate auditor's report to the Board of District of Nipissing Social Services Administration Board.

Emphasis of Matter

Without modifying our opinion, we draw attention to Note 1 to the non-consolidated financial statements, which describe the basis of accounting. The non-consolidated financial statements are prepared for the use of the District of Nipissing Social Services Administration Board for the described purposes only and as a result may not be suitable for another purpose.

Other Information

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

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

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

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

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Non-Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the non-consolidated 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 non-consolidated 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 non-consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the non-consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the non-consolidated financial statements, including the disclosures, and whether the non-consolidated 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.

Chartered Professional Accountants, Licensed Public Accountants

North Bay, Ontario

May 26, 2021

APPENDIX B: INDEPENDENCE UPDATE



May 26, 2021

Members of the Finance and Administration Committee
District of Nipissing Social Services Administration Board

Dear Finance and Administration Committee Members:

We have been engaged to audit the financial statements of District of Nipissing Social Services Administration Board (the "Organization") for the year ended December 31, 2020.

Canadian generally accepted auditing standards (GAAS) require that we communicate at least annually with you regarding all relationships between the Organization and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute/order and applicable legislation, covering such matters as:

- Holding a financial interest, either directly or indirectly in a client;
- Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- Economic dependence on a client; and
- Provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since February 24, 2021, the date of our last letter.

We are not aware of any relationships between the Organization and our Firm that, in our professional judgment may reasonably be thought to bear on independence that have occurred from February 24, 2021 to May 26, 2021.

The total fees charged to the Organization for audit and non-audit services were \$11,800 and \$Nil respectively as outlined in Appendix C.

We hereby confirm that we are independent with respect to the Organization within the meaning of the Code of Professional Conduct of the Chartered Professional Accountants of Ontario as of May 26, 2021.

This letter is intended solely for the use of the Finance and Administration Committee, the Board of Directors, management and others within the Organization and should not be used for any other purposes.

Yours truly,

Chartered Professional Accountants, Licensed Public Accountants

APPENDIX C: FEES

AUDIT SERVICES

The total fees charged since between February 24, 2021 to date including fees and disbursements are as follows:

2020 Audit - interim invoice	\$	10,000
2020 Reaching Home Program - special report		1,800
	Total \$	11,800

NON-AUDIT SERVICES

Other Consultations	\$	Nil
	Total \$	Nil

We obtained written approval for all audit and non-audit professional services provided to the Organization through our signed engagement letter.

APPENDIX D: REPRESENTATION LETTER

District of Nipissing Social Services Administration Board
200 McIntyre Street West
North Bay, ON
P1B 8V6

May 26, 2021

BDO Canada LLP
Chartered Professional Accountants
301, 101 McIntyre Street West
North Bay, ON
P1B 2Y5

This representation letter is provided in connection with your audit of the financial statements of District of Nipissing Social Services Administration Board for the year ended December 31, 2020, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Financial Statements

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated February 12, 2021, for the preparation of the financial statements in accordance with Canadian public sector accounting standards; in particular, the financial statements are fairly presented in accordance therewith.

- The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement and/or disclosure that are reasonable in accordance with Canadian public sector accounting standards.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian public sector accounting standards.
- All events subsequent to the date of the financial statements and for which Canadian public sector accounting standards require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.

Information Provided

- We have provided you with:
 - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
 - additional information that you have requested from us for the purpose of the audit; and
 - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.

- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

Fraud and Error

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

General Representations

- Where the value of any asset has been impaired, an appropriate provision has been made in the financial statements or has otherwise been disclosed to you.
- We have provided you with significant assumptions that in our opinion are reasonable and appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity when relevant to the use of fair value measurements or disclosures in the financial statements.
- We confirm that there are no derivatives or off-balance sheet financial instruments held at year end that have not been properly recorded or disclosed in the financial statements.
- Except as disclosed in the financial statements, there have been no changes to title, control over assets, liens or assets pledged as security for liabilities or collateral.
- The entity has complied with all provisions in its agreements related to debt and there were no defaults in principal or interest, or in the covenants and conditions contained in such agreements.
- There have been no plans or intentions that may materially affect the recognition, measurement, presentation or disclosure of assets and liabilities (actual and contingent).
- The nature of all material uncertainties have been appropriately measured and disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially affect the financial statements or financial position of the entity, except as disclosed in the financial statements.

Other Representations Where the Situation Exists

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. Since there are no actual, outstanding or possible litigation and claims, no disclosure is required in the financial statements.
- To the extent that our normal operations and controls related to our financial statement close process or other reporting processes at any of our locations were adversely impacted by the COVID-19 outbreak, we took appropriate actions and safeguards to reasonably ensure the fair presentation of the financial statements in accordance with accounting standards for Public Sector Accounting Board.
- Other than as disclosed in the Note 12 to the financial statements, no other impact from the COVID-19 outbreak need to be reflected in the financial statements.

Yours truly,

Signature

Position

Signature

Position

DNSSAB
 Summary of Unadjusted Misstatements
 December 31, 2020

Description of Misstatement	Identified Misstatements	Projections of Identified Misstatements	Estimates	Proposed Adjustments				Details of why no adjustment has been made to the F/S
				Assets Dr(Cr)	Liabilities Dr(Cr)	Opening R/E Dr(Cr)	Income Dr(Cr)	
				-	-	-	-	
Likely Aggregate Misstatements Before Effect of Previous Year's Errors and Estimates	-	-	-	-	-	-	-	
Effect of Previous Year's Errors				-	-	-	-	
Likely Aggregate Misstatements				-	-	-	-	

APPENDIX E: BDO RESOURCES

BDO is a leading provider of professional services to clients of all sizes in virtually all business sectors. Our team delivers a comprehensive range of assurance, accounting, tax, and advisory services, complemented by a deep industry knowledge gained from nearly 100 years of working within local communities. As part of the global BDO network, we are able to provide seamless and consistent cross-border services to clients with global needs. Commitment to knowledge and best practice sharing ensures that expertise is easily shared across our global network and common methodologies and information technology ensures efficient and effective service delivery to our clients.

PSAS PUBLICATIONS

BDO's national and global accounting and assurance departments issue publications on the application of Public Sector Accounting Standards (PSAS). These include publications on the following:

- Outlines the main features of the new standard on restructurings;
- Provides an overview of the new standard on asset retirement obligations;
- Informs the reader of the delayed effective date for the financial instruments standard;
- Provides an overview of the new standard on revenue;
- Provides an update on the various projects the Board is currently working on (including annual improvements, financial instruments, employee benefits, the conceptual framework, public private partnerships, a revised reporting mode, the Board's international strategy, and the Boards government not-for-profit strategy; and
- Ends with an update on the topics discussed over the past year by the Public Sector Accounting Discussion Group.

For additional information on PSAS, including PS 1201, 2601, 3041, 3280, 3250, 3260, 3270, 3400, 3430 and 3450 and links to archived publications and model financial statements, please contact your engagement team and a copy of the update in PDF format can be sent on request

Outlined below is a summary of certain BDO resources, which may be of interest to the Finance and Administration Committee.

TAX BULLETINS, ALERTS AND NEWSLETTERS

BDO Canada's national tax department issues a number of bulletins, alerts and newsletters relating to corporate federal, personal, commodity, transfer pricing and international tax matters.

For additional information on tax matters and links to archived tax publications, please refer to the following link: [Tax Library | BDO Canada](#)

NEW AUDITOR REPORTING

In April 2017, the Auditing and Assurance Standards Board (AASB) in Canada approved the new and revised auditor reporting standards as Canadian Auditing Standards (CASs). These new standards are effective for audits of financial statements for periods ending on or after December 1, 2018 with early application permitted.

Highlights of the changes include:

- Re-ordering of the auditor's report, including moving the opinion paragraph to the first section;
- Expanded descriptions of each groups responsibilities;
- Disclosure of the name of the engagement partner for listed entities; and
- Optional description of key audit matters

For further information on this topic, please refer to the following link: [Navigating the Auditor Reporting Journey](#)

Non-Consolidated Financial Statements of

**DISTRICT OF NIPISSING
SOCIAL SERVICES
ADMINISTRATION BOARD**

Year ended December 31, 2020

DRAFT - For Discussion Purposes Only

Management's Responsibility for the Non-Consolidated Financial Statements

The accompanying non-consolidated financial statements of The District of Nipissing 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 generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the non-consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgement, 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 non-consolidated financial statements. These systems are monitored and evaluated by Management.

The Board of Directors meets with Management and the external auditors to review the non-consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the non-consolidated financial statements.

The non-consolidated financial statements have been audited by BDO Canada 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 non-consolidated financial statements.

Catherine Matheson
Chief Administrative Officer

May 26, 2021

Independent Auditor's Report

To the Directors of District of Nipissing Social Services Administration Board

Opinion

We have audited the non-consolidated financial statements of District of Nipissing Social Services Administration Board (the "Entity"), which comprise the non-consolidated statement of financial position as at December 31, 2020, and the non-consolidated statement of operations and accumulated surplus, non-consolidated statement of changes in net debt and non-consolidated statement of cash flows for the year then ended, and notes to the non-consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying non-consolidated financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2020, and its results of operations, its change in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

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 Non-Consolidated Financial Statements section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the non-consolidated 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.

Other Matters

The District of Nipissing Social Services Administration Board prepares consolidated financial statements for the year ended December 31, 2020 in accordance with Canadian public sector accounting standards on which we will issue a separate auditor's report to the Board of District of Nipissing Social Services Administration Board.

Emphasis of Matter

Without modifying our opinion, we draw attention to Note 1 to the non-consolidated financial statements, which describe the basis of accounting. The non-consolidated financial statements are prepared for the use of the District of Nipissing Social Services Administration Board for the described purposes only and as a result may not be suitable for another purpose.

Other Information

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

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

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

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

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Non-Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the non-consolidated 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 non-consolidated 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 non-consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the non-consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the non-consolidated financial statements, including the disclosures, and whether the non-consolidated 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.

Chartered Professional Accountants, Licensed Public Accountants

North Bay, Ontario

May 26, 2021

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Non-Consolidated Statement of Financial Position

December 31, 2020, with comparative information for 2019

	2020	2019
Financial assets		
Cash	\$ 20,200,701	\$ 12,485,577
Accounts receivable (note 2)	3,032,654	872,169
Portfolio investments (note 3)	1,933,673	1,733,681
Long-term investments (note 10)	100	100
	25,167,128	15,091,527
Financial liabilities		
Accounts payable and accrued liabilities (note 4)	12,806,714	5,646,758
Deferred revenue - other (note 5)	1,272,877	699,478
Deferred revenue - long-term (note 5)	3,327,018	3,284,786
	17,406,609	9,631,022
Net financial assets	7,760,519	5,460,505
Non-financial assets		
Tangible capital assets (note 6)	2,771,384	1,292,729
Other	303,571	171,280
	3,074,955	1,464,009
Contingent assets (note 11)		
Commitments (note 12)		
Uncertainty due to COVID-19 (note 13)		
Accumulated surplus (note 7)	\$ 10,835,474	\$ 6,924,514

The accompanying notes are an integral part of these non-consolidated financial statements.

On behalf of the Board:

_____ Director

_____ Director

DRAFT - For Discussion Purposes Only

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Non-Consolidated Statement of Operations

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget (note 14)	2020 Actual	2019 Actual
Revenue:			
Municipal levy	\$ 20,504,986	\$ 20,504,986	\$ 19,636,188
Ministry of Children, Community and Social Services	23,727,441	22,107,954	23,859,662
Ministry of Education	14,822,945	12,220,683	16,215,558
Ministry of Municipal Affairs and Housing	7,932,446	10,074,175	6,703,888
Ministry of Health	5,619,235	5,907,834	5,351,986
Employment and Social Development Canada	221,653	784,671	151,011
Interest, recoveries and other	942,567	967,064	1,193,557
	73,771,273	72,567,367	73,111,850
Expenses:			
Ontario Works Financial Benefits	19,527,872	17,859,506	19,458,750
Social Housing Program	17,011,903	17,189,070	15,522,869
Child Care Program	13,681,258	11,257,527	14,935,542
EarlyOn Program	2,613,160	2,098,207	3,163,875
EMS - Land Ambulance Program	10,871,200	10,842,400	10,559,047
Administration	2,676,929	2,558,205	2,471,146
Ontario Works Employment Program	6,297,732	5,331,121	6,122,872
Healthy Communities Fund	400,000	241,918	443,748
Reaching Home Program	221,653	784,671	146,011
Board	140,455	68,774	125,990
Gateway Hub	90,914	354	70,927
Amortization of tangible capital assets	-	419,010	434,900
	73,533,076	68,650,763	73,455,677
Annual surplus (deficit) before undernoted items	238,197	3,916,604	(343,827)
Gain on disposal of tangible capital assets	-	-	7,597
Provincial settlements	-	(5,644)	-
Annual surplus (deficit)	238,197	3,910,960	(336,230)
Accumulated surplus, beginning of the year	6,924,514	6,924,514	7,260,744
Accumulated surplus, end of the year	\$ 7,162,711	\$ 10,835,474	\$ 6,924,514

The accompanying notes are an integral part of these non-consolidated financial statements.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Non-Consolidated Statement of Changes in Net Financial Assets

Year ended December 31, 2020, with comparative information for 2019

	Budget (note 14)	2020	2019
Annual surplus	\$ 238,197	\$ 3,910,960	\$ (336,230)
Acquisition of tangible capital assets	(349,912)	(1,897,665)	(646,457)
Amortization of tangible capital assets	-	419,010	434,900
Proceeds on disposal of tangible capital assets	-	-	7,597
Gain on disposal of tangible capital assets	-	-	(7,597)
	(111,715)	2,432,305	(547,787)
(Increase) decrease in other non-financial assets	-	(132,291)	12,019
Change in net financial assets	(111,715)	2,300,014	(535,768)
Net financial assets, beginning of year	5,460,505	5,460,505	5,996,273
Net financial assets, end of year	\$ 5,348,790	\$ 7,760,519	\$ 5,460,505

The accompanying notes are an integral part of these non-consolidated financial statements.

DRAFT - For Discussion Purposes Only

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Non-Consolidated Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash flows from operating activities:		
Annual surplus	\$ 3,910,960	\$ (336,230)
Items not involving cash:		
Amortization of tangible capital assets	419,010	434,900
Gain on disposal of tangible capital assets	-	(7,597)
	4,329,970	91,073
Change in non-cash working capital:		
(Increase) decrease in accounts receivable	(2,160,485)	556,750
(Increase) decrease in other non-financial assets	(132,291)	12,019
Increase (decrease) in deferred revenue - other	573,399	(938,483)
Increase (decrease) in accounts payable and accrued liabilities	7,159,956	(2,098,721)
	9,770,549	(2,377,362)
Cash flows from financing activities:		
Increase (decrease) increase in deferred revenue - long-term	42,232	(42,717)
Cash flows from capital activities:		
Cash used to acquire tangible capital assets	(1,897,665)	(646,457)
Cash received on disposal of tangible capital assets	-	7,597
	(1,897,665)	(638,860)
Cash flows from investing activities:		
(Increase) decrease in investments	(199,992)	99,992
Increase (decrease) in cash during the year	7,715,124	(2,958,947)
Cash, beginning of year	12,485,577	15,444,524
Cash, end of year	\$ 20,200,701	\$ 12,485,577

The accompanying notes are an integral part of these non-consolidated financial statements.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

Nature of the Organization

The District of Nipissing Social Services Administration Board (the "Board") delivers integrated social services comprised of Ontario Works, Children's Services, Social Housing and Emergency Medical Services to the citizens of the District of Nipissing. The Board's basic principles are to offer simplified access to service, enhanced customer service and sensitivity to language and cultural diversity.

The participating municipalities are as follows:

The Corporation of the City of North Bay
Municipality of West Nipissing
Municipality of East Ferris
Municipality of Temagami
Township of South Algonquin
Township of Bonfield
Municipality of Calvin
Township of Papineau-Cameron
Town of Mattawa
Township of Chisholm
Township of Mattawan
Certain unincorporated areas in the District of Nipissing

1. Significant accounting policies:

(a) Basis of presentation:

These non-consolidated financial statements have been prepared for the use of the Board. They do not reflect the financial position and related operations of the Nipissing District Housing Corporation, a wholly owned subsidiary corporation, which are disclosed separately in the notes to the financial statements (see note 10).

The financial statements of 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, with the exception of not consolidating the Nipissing District Housing Corporation as disclosed above. Consolidated financial statements of the Board are prepared by management as well as these financial statements. Significant aspects of the accounting policies adopted by the Board are as described below.

(b) 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.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

1. Significant accounting policies (continued):

(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 using the following annual rates:

Asset	Useful Life - Years
Office and medical equipment	5
Computer equipment and software	4
Ambulances	7
Buildings	40 to 60
Machinery and equipment	10
Leasehold improvements	Over term of lease

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.

(f) Investments:

Investments are recorded at cost. Investments are written down where there has been a loss in the value that is other than a temporary decline.

(e) Revenue recognition:

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled

Other revenue is recognized when services are provided and there is reasonable assurance of collection. Investment income earned on surplus funds is reported as revenue in the period earned.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

1. Significant accounting policies (continued):

(d) 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.

(g) Use of estimates:

The preparation of the non-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 financial statements and the reported amounts of revenues and expenses during the reporting period. Significant items subject to such estimates and assumptions include valuation allowances for receivables and valuation of the 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 earnings in the year in which they become known.

2. Accounts receivable:

	2020	2019
Province of Ontario:		
Ministry of Children, Community and Social Services	\$ -	\$ 40,255
Ministry of Municipal Affairs and Housing	946,312	55,697
Ministry of Health	20,021	-
Other:		
Nipissing District Housing Corporation	488,677	197,087
Municipality of Temagami	155,224	72,566
Township of Bonfield	87,200	-
Township of South Algonquin	43,267	41,443
Municipality of West Nipissing	605	-
Municipality of Mattawan	4,332	-
Township of Papineau-Cameron	23,340	-
Township of Chisholm	22,038	-
City of North Bay	28,441	-
Employment and Social Development Canada	44,659	12,733
HST rebate	92,804	134,551
Other	1,075,734	317,837
	\$ 3,032,654	\$ 872,169

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

3. Portfolio investments:

	2020	2019
Guaranteed Investment Certificates	\$ 1,933,673	\$ 1,733,681
	\$ 1,933,673	\$ 1,733,681

Guaranteed investment certificates have yields ranging from 1.91% to 3.10% and mature at dates ranging from April 2021 to May 2023.

4. Accounts payable and accrued liabilities:

	2020	2019
Trade payables and accrued liabilities	\$ 5,425,482	\$ 3,338,146
Nipissing District Housing Corporation	1,911	-
Ministry of Children, Community and Social Services	1,817,195	1,613,867
Ministry of Education	5,119,407	674,949
Ministry of Health	300,987	-
Ministry of Municipal Affairs and Housing	121,908	-
Employment and Social Development Canada	19,824	19,796
	\$ 12,806,714	\$ 5,646,758

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

5. Deferred revenue:

	Balance at December 31, 2019	Contributions Received	Amounts Recognized to Revenue	Balance at December 31, 2020
Current:				
Affordable Housing Program	\$ 2,268	-	-	2,268
Strong Communities Rent Supplements	51,408	344,612	(319,076)	76,944
Other	22,427	-	-	22,427
Get Trained Workers	21,000	-	-	21,000
IAH Housing Allowance	16,817	134,455	(125,929)	25,343
HIFIS	399	-	-	399
IAH Ontario Renovates	41,098	-	(30,790)	10,308
SIF Ontario Renovates	135,310	-	(135,310)	-
SIF Housing Allowance	29,250	-	-	29,250
CHPI	40,256	1,798,976	(1,681,569)	157,663
Ontario Works client repayments	41,989	235,785	(274,554)	3,220
Commercial rent supplement	46,578	-	-	46,578
EarlyON - Community Based Capital	128,273	-	(128,273)	-
Gateway Hub	122,405	-	(122,405)	-
Safe Restart Funding	-	1,360,071	(1,012,829)	347,242
Reaching Home COVID-19	-	669,809	(492,714)	177,095
OPHI Rental Housing	-	172,354	-	172,354
OPHI Ontario Renovates	-	675,455	(501,363)	174,092
OPHI Administration	-	24,996	(18,302)	6,694
	\$ 699,478	5,416,513	(4,843,114)	1,272,877
Long-term:				
Social housing federal capital	\$ 2,508,018	-	-	2,508,018
Social housing severance	132,924	-	-	132,924
Emergency medical service capital	133,440	-	-	133,440
Emergency medical services severance	260,199	-	(24,928)	235,271
AHP - Home (repair replacement)	250,205	67,160	-	317,365
	\$ 3,284,786	67,160	(24,928)	3,327,018

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

6. Tangible capital assets:

Cost	Balance at December 31, 2019	Additions	Disposals	Balance at December 31, 2020
Office equipment	\$ 402,738	-	-	402,738
Computer equipment	557,511	45,423	(7,004)	595,930
Ambulances	2,561,146	294,422	-	2,855,568
Medical equipment	526,197	64,598	-	590,795
Machinery and equipment	9,113	-	-	9,113
Leasehold improvements	2,217,525	1,243,018	-	3,460,543
Buildings	-	250,204	-	250,204
Total	\$ 6,274,230	1,897,665	(7,004)	8,164,891

Accumulated Amortization	Balance at December 31, 2019	Disposals	Amortization expense	Balance at December 31, 2020
Office equipment	\$ 375,102	-	18,626	393,728
Computer equipment	394,617	(7,004)	71,866	459,479
Ambulances	1,693,050	-	226,871	1,919,921
Medical equipment	315,310	-	75,054	390,364
Machinery and equipment	9,113	-	-	9,113
Leasehold improvements	2,194,309	-	22,557	2,216,866
Buildings	-	-	4,036	4,036
Total	\$ 4,981,501	(7,004)	419,010	5,393,507

	Net book value, December 31, 2019	Net book value, December 31, 2020
Office equipment	\$ 27,636	9,010
Computer equipment	162,894	136,451
Ambulances	868,096	935,647
Medical equipment	210,887	200,431
Machinery and equipment	-	-
Leasehold improvements	23,216	1,243,677
Buildings	-	246,168
Total	\$ 1,292,729	2,771,384

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

6. Tangible capital assets (continued):

Cost	Balance at December 31, 2018	Additions	Disposals	Balance at December 31, 2019
Office equipment	\$ 402,738	-	-	402,738
Computer equipment	711,552	148,234	(302,275)	557,511
Ambulances	2,367,118	376,168	(182,140)	2,561,146
Medical equipment	404,142	122,055	-	526,197
Machinery and equipment	9,113	-	-	9,113
Leasehold improvements	2,217,525	-	-	2,217,525
Total	\$ 6,112,188	646,457	(484,415)	6,274,230

Accumulated Amortization	Balance at December 31, 2018	Disposals	Amortization expense	Balance at December 31, 2019
Office equipment	\$ 355,178	-	19,924	375,102
Computer equipment	647,534	(302,275)	49,358	394,617
Ambulances	1,658,748	(182,140)	216,442	1,693,050
Medical equipment	257,013	-	58,297	315,310
Machinery and equipment	7,151	-	1,962	9,113
Leasehold improvements	2,105,392	-	88,917	2,194,309
Total	\$ 5,031,016	(484,415)	434,900	4,981,501

	Net book value, December 31, 2018	Net book value, December 31, 2019
Office equipment	\$ 47,560	27,636
Computer equipment	64,018	162,894
Ambulances	708,370	868,096
Medical equipment	147,129	210,887
Machinery and equipment	1,962	-
Leasehold improvements	112,133	23,216
Total	\$ 1,081,172	1,292,729

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

7. Accumulated surplus:

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

	2020	2019
Invested in tangible capital assets	\$ 2,771,384	\$ 1,292,729
Working fund	4,258,718	1,816,630
Reserves and reserve funds (note 8)	3,805,372	3,815,155
	<u>\$ 10,835,474</u>	<u>\$ 6,924,514</u>

8. Reserves and reserve funds:

	2020	2019
Set aside for specific purposes by the Board:		
Reserves:		
Social Housing capital	\$ 817,274	\$ 817,274
Social Housing programs	300,000	300,000
Affordable housing	512,445	512,445
EMS	195,537	195,537
ASO employee benefits	140,222	140,222
HCF reserve	-	9,783
OD contingency	112,000	112,000
Project reserve	149,080	149,080
Funds subject to restrictions:		
Best start	570,241	570,241
Child Care	1,008,573	1,008,573
	<u>\$ 3,805,372</u>	<u>\$ 3,815,155</u>

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

9. Pension Agreements:

The Board makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of full-time and part-time members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The OMERS Board of Directors, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to nearly half a million active and retired members and approximately 1,000 employers.

Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of the all pension benefits that members have earned to date. The most recent actuarial valuation of the plan was conducted at December 31, 2020. The results of this valuation disclosed total actuarial liabilities of \$113,055 million in respect of benefits accrued for service with actuarial assets at the date of \$109,844 million indicating a going concern actuarial deficit of \$3,211 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the organization does not recognize any share of the OMERS pension surplus or deficit. Contributions made by the Board to OMERS for 2020 were \$597,613 (2019 - \$595,316).

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

10. Long-term investments:

The Board has a \$100 (2019 - \$100) investment in the Nipissing District Housing Corporation (the "Corporation") which represents 100% of the issued and outstanding shares. The Board is a funding agency of the Corporation. Transactions between the Board and the Corporation are in the normal course of operations and are measured at the exchange amount, being the amount of consideration established and agreed to by the related parties.

The Corporation has adopted Canadian public sector accounting standards including the 4200 standards for government not-for-profit organizations which is different from the standards adopted by the Board.

The following is selected financial information from the audited financial statements of the Corporation.

	2020	2019
Total assets	\$ 36,244,547	\$ 34,925,887
Total liabilities	\$ 15,199,262	\$ 15,173,722
Net assets balances	21,045,285	19,752,165
	\$ 36,244,547	\$ 34,925,887
Results of operations:		
Total revenue	\$ 10,689,510	\$ 9,420,948
Total expenses	9,396,390	8,919,129
Excess of revenue over expenses	\$ 1,293,120	\$ 501,819
Cash flows:		
Cash flows from operating activities	\$ 2,416,980	\$ 1,791,748
Cash flow from financing activities	331,143	123,525
Cash flow from investing activities	(1,251,463)	(1,471,270)
Increase (decrease) in cash	\$ 1,496,660	\$ 444,003

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

11. Contingent assets:

Included in the Social Housing Program expenses is \$545,554 (2019 - \$439,906) in grants to individuals with forgivable conditions. In total, \$4,632,268 of these grants has been advanced since 2009. These grants are issued to low income home owners as loans forgivable over periods ranging from 10 to 20 years. However, if the house is sold before the forgiveness period, the home owner must repay a pro-rated amount back to the Board. If the Board receives funds because of a homeowner selling their property, the amount is used by the Board to grant a new loan to another low income homeowner. To date, a total of \$372,745 has been repaid of which \$67,160 was in 2020.

12. Commitments:

The Board rents premises from the Municipality of West Nipissing. The current lease expires December 31, 2026 with two additional five year renewal terms. The aggregate rental payments to the expiry date amount to \$317,188. The Board also rents office space in West Nipissing. The current lease expires August 31, 2022. The aggregate rental payment to expiry is \$81,000.

The Board rents premises in Mattawa. The current lease expires August 31, 2023. The aggregate rental payments to the expiry date amount to \$37,222.

The Board rents premises in North Bay for its EMS base. The current lease expires December 31, 2031 with two additional five year renewal terms. The aggregate rental payments to the expiry date amount to \$2,838,331.

The Board rents EMS patient equipment through a lease. The lease expires on March 31, 2023. The aggregate rental payments to expiry is \$38,033.

The Board rents premises in North Bay for transitional housing through two leases. The leases expire on May 31, 2040 and June 30, 2041. The aggregate rental payments to the expiry dates amount to \$2,116,025 and \$3,420,441 respectively.

Offsite storage has been obtained from the North Bay Public Library at a cost of \$6,014 per annum.

Minimum lease payments required over the next five years are as follows:

2021	\$	967,405
2022		946,430
2023		907,997
2024		900,308
2025		906,376
	\$	<u>4,628,516</u>

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

13. Uncertainty due to COVID-19:

The impact of COVID-19 in Canada and on the global economy have been significant. As the impacts of COVID-19 continue, there could be further impact on the Board, its employees, suppliers and other third party business associates that could impact the timing and amounts realized on the Board's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the Board is not known. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The Board's ability to continue delivering non-essential services and employ related staff will depend on the legislative mandates from the various levels of government. The Board will continue to focus on managing expenditures and government funding to ensure it is able to continue providing essential services to the district.

14. Budget data:

The budget data presented in these non-consolidated financial statements is based upon the budget approved by the Board on December 18, 2019 which was prepared on a cash basis. The budget established does not include a budgeted amount for amortization of tangible capital assets.

The budget figures in the non-consolidated statement of operations have been restated to be comparable with the Public Sector Accounting Standards. A reconciliation of the Board approved budget and the budget figures presented in the non-consolidated statement of operations is presented below:

	Budget Amount
Adopted non-consolidated budget:	
Budgeted annual surplus (deficit) for the year	\$ -
Adjustments to adopted budget:	
Acquisition of tangible capital assets	349,912
Transfer to affordable housing reserve	100,000
Transfer from child care reserve	(211,715)
Budget surplus per non-consolidated statement of operations	\$ 238,197

15. Comparative amounts:

Certain comparative amounts have been reclassified from those previously presented to conform to the presentation of the 2020 financial statements.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

16. Segmented information:

The District of Nipissing Social Services Administration Board supports the development of healthy 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 benefits and related programs

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.

Child care program

Child care funding is administered to child care operators within the district in accordance with the Child Care and Early Years Act.

EarlyON program

EarlyON funding is administered to EarlyON operators within the district in accordance with the Child Care and Early Years Act.

Social housing program

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.

EMS – Land ambulance program

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

Board costs and administration

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

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Non-Consolidated Financial Statements

Year ended December 31, 2020

16. Segmented information (continued):

Healthy communities fund

This fund is comprised of 100% municipal funding distributed as grants to support programs and services that target low income families and individuals in the District of Nipissing. This fund replaces the NCB savings, and the OCB Reinvestment fund, that represented municipal savings from OW financial benefits to families that were to be reinvested into programs and services that supported low income families as mandated by the Province.

Homelessness program

Consists of the Homeless Partnering Strategy and Reaching Home programs fully funded through ESDC. The program promotes strategic partnerships and structures including housing solutions and stable supports, to assist homeless persons to move toward autonomy and self-sufficiency.

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 non-consolidated financial statements as disclosed in Note 1.

**DISTRICT OF NIPISSING SOCIAL SERVICES
ADMINISTRATION BOARD**

Unaudited - 2020 Non-Consolidated Segmented Information Schedule

Year ended December 31, 2020

	Ontario Works Financial Benefits (Schedule 1)	Ontario Works Employment and Program Delivery	Healthy Communities Fund	Child Care Program (Schedule 2)	EarlyON Program (Schedule 3)	Social Housing Program (Schedule 4)	EMS - Land Ambulance Program (Schedule 5)	Reaching Home Program	Gateway Hub	Board Costs	Administration	Total 2020
Revenue:												
Municipal levy	\$ 62,400	3,181,496	400,000	1,451,956	-	9,583,330	5,628,588	-	20,000	177,216	-	20,504,986
Provincial Funding	17,648,176	4,459,778	-	10,061,968	2,030,442	9,989,728	5,882,906	-	-	-	-	50,072,998
Federal Funding - ESDC	-	-	-	-	-	-	-	784,671	-	-	-	784,671
Repayments	432,744	20,710	-	-	-	1,319	-	-	-	-	12,447	467,220
Interest and other	-	100	-	-	-	8,500	-	-	354	30,000	460,890	499,844
Deferred revenue	-	-	-	-	128,273	84,447	24,928	-	-	-	-	237,648
Total revenue	18,143,320	7,662,084	400,000	11,513,924	2,158,715	19,667,324	11,536,422	784,671	20,354	207,216	473,337	72,567,367
Expenses:												
Salaries and benefits	-	4,787,212	-	654,207	266,238	1,028,603	110,951	32,045	-	63,680	1,544,763	8,487,699
Honorariums	-	-	-	-	-	-	-	-	-	1,200	-	1,200
Training	-	5,223	-	407	-	2,431	-	10	-	2,525	16,321	26,917
Travel	-	4,225	-	5,130	-	636	6	305	-	862	1,542	12,706
Telephone	-	21,202	-	752	-	1,610	67	-	354	35	32,261	56,281
Technology	-	59,419	-	24,389	21,162	25,406	66,050	-	-	-	265,751	462,177
Accommodations	-	96,991	-	-	-	-	493,929	-	-	-	506,018	1,096,938
Professional fees	-	6,323	-	8,651	-	24,316	-	2,369	-	-	38,152	79,811
Insurance	-	-	-	-	-	-	104,009	-	-	-	69,483	173,492
General office	-	114,736	-	1,735	1,424	7,574	14,083	3,343	-	472	83,914	227,281
Materials and services	-	-	-	-	-	-	214,148	-	-	-	-	214,148
Equipment and vehicle	-	-	-	-	-	-	162,941	-	-	-	-	162,941
Employment related costs (Clients)	-	162,710	-	-	-	-	-	-	-	-	-	162,710
Transfers to recipients and service providers	17,859,506	73,080	241,918	10,562,256	1,809,383	16,098,494	9,676,216	746,599	-	-	-	57,067,452
Expenses before undernoted items	17,859,506	5,331,121	241,918	11,257,527	2,098,207	17,189,070	10,842,400	784,671	354	68,774	2,558,205	68,231,753
Amortization of tangible capital assets	-	2,710	-	-	-	4,329	320,294	-	-	-	91,677	419,010
Allocated administration costs	-	1,531,635	-	256,397	60,508	235,502	26,336	-	-	66,167	(2,176,545)	-
Total expenses	17,859,506	6,865,466	241,918	11,513,924	2,158,715	17,428,901	11,189,030	784,671	354	134,941	473,337	68,650,763
Provincial settlements	-	5,644	-	-	-	-	-	-	-	-	-	5,644
Gain on disposal of tangible capital assets	-	-	-	-	-	-	-	-	-	-	-	-
Annual surplus (deficit)	\$ 283,814	790,974	158,082	-	-	2,238,423	347,392	-	20,000	72,275	-	3,910,960

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**DISTRICT OF NIPISSING SOCIAL SERVICES
ADMINISTRATION BOARD**

Unaudited - 2019 Non-Consolidated Segmented Information Schedule

Year ended December 31, 2020

	Ontario Works Financial Benefits	Ontario Works Employment and Program Delivery	Healthy Communities Fund	Child Care Program	EarlyON Program	Social Housing Program	EMS - Land Ambulance Program	Reaching Home Program	Gateway Hub	Board Costs	Administration	Total 2019
Revenue:												
Municipal levy	\$ 116,784	3,116,201	428,748	1,243,940	-	9,326,490	5,209,377	-	20,000	174,648	-	19,636,188
Provincial Funding	19,126,185	4,713,477	-	13,084,016	2,500,294	6,106,473	5,351,986	-	20,000	-	-	50,902,431
Federal Funding - ESDC	-	-	-	-	-	5,000	-	146,010	-	-	-	151,010
Repayments	399,228	40,858	-	10,572	-	1,663	1,517	-	-	-	8,436	462,274
Interest and other	-	5,743	15,000	-	-	49,534	25,000	-	30,927	30,000	575,079	731,283
Deferred revenue	-	-	-	151,782	479,466	597,415	-	1	-	-	-	1,228,664
Total revenue	19,642,197	7,876,279	443,748	14,490,310	2,979,760	16,086,575	10,587,880	146,011	70,927	204,648	583,515	73,111,850
Expenses:												
Salaries and benefits	-	4,865,717	-	628,993	353,631	964,037	301,421	28,556	67,707	88,244	1,394,044	8,692,350
Honorariums	-	-	-	-	-	-	-	-	-	3,250	-	3,250
Training	-	15,238	-	3,856	17,823	5,833	1,171	16	-	12,109	15,330	71,376
Travel	-	24,757	-	10,816	413	8,595	2,055	131	-	19,429	10,808	77,004
Telephone	-	27,764	-	2,234	-	611	57	-	432	623	30,629	62,350
Technology	-	102,629	-	42,316	38,041	5,212	51,172	-	1,769	-	259,092	500,231
Accommodations	-	163,204	-	-	-	18,719	486,291	-	-	-	538,196	1,206,410
Professional fees	-	14,374	-	9,327	1,613	70,324	580	679	-	-	85,168	182,065
Insurance	-	-	-	-	-	-	86,363	-	-	-	63,276	149,639
General office	-	131,091	-	5,211	391	23,276	5,624	59	1,019	2,335	74,603	243,609
Materials and services	-	-	-	-	-	-	279,949	-	-	-	-	279,949
Equipment and vehicle	-	-	-	-	-	-	200,996	-	-	-	-	200,996
Employment related costs (Clients)	-	381,767	-	-	-	-	-	-	-	-	-	381,767
Transfers to recipients and service providers	19,458,750	396,331	443,748	14,232,789	2,751,963	14,426,262	9,143,368	116,570	-	-	-	60,969,781
Expenses before undernoted items	19,458,750	6,122,872	443,748	14,935,542	3,163,875	15,522,869	10,559,047	146,011	70,927	125,990	2,471,146	73,020,777
Amortization of tangible capital assets	-	1,615	-	-	-	-	288,546	-	-	-	144,739	434,900
Allocated administration costs	-	1,395,628	-	244,291	58,126	229,658	46,541	-	-	58,126	(2,032,370)	-
Total expenses	19,458,750	7,520,115	443,748	15,179,833	3,222,001	15,752,527	10,894,134	146,011	70,927	184,116	583,515	73,455,677
Provincial settlements	-	-	-	-	-	-	-	-	-	-	-	-
Loss on disposal of tangible capital assets	-	-	-	-	-	-	(7,597)	-	-	-	-	(7,597)
Annual surplus (deficit)	\$ 183,447	356,164	-	(689,523)	(242,241)	334,048	(298,657)	-	-	20,532	-	(336,230)

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DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Unaudited - Schedule 1

Non-Consolidated Schedule of Operations - Ontario Works Financial Benefits

Year ended December 31, 2020

	Financial Assistance	Discretionary Benefits	Mandatory Benefits	Funerals & Burials	Total
Revenue:					
Municipal levy	\$ -	-	-	62,400	62,400
Provincial funding	16,264,316	1,044,662	339,198	-	17,648,176
Repayments	258,275	95,761	18,756	59,952	432,744
Total revenue	16,522,591	1,140,423	357,954	122,352	18,143,320
Expenses:					
Transfers to recipients and service providers	16,261,706	1,141,675	354,280	101,845	17,859,506
Total expenses	16,261,706	1,141,675	354,280	101,845	17,859,506
Annual surplus (deficit)	\$ 260,885	(1,252)	3,674	20,507	283,814

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**DISTRICT OF NIPISSING SOCIAL SERVICES
ADMINISTRATION BOARD**

Unaudited - Schedule 2
Non-Consolidated Schedule of Operations - Child Care Program

Year ended December 31, 2020

	Fee Subsidy	Expansion Funding	ELCC Funding	Capacity Funding	Special Needs	General Operating	Pay Equity	Wage Enhancement	Indigenous Led	Safe Restart Funding	Administration	Total
Revenue:												
Municipal levy	\$ 1,069,758	211,716	-	-	-	-	-	-	-	-	170,482	1,451,956
Provincial funding	1,871,850	907,344	479,213	40,654	513,871	2,769,412	171,122	1,110,258	541,978	998,829	657,437	10,061,968
Total revenue	2,941,608	1,119,060	479,213	40,654	513,871	2,769,412	171,122	1,110,258	541,978	998,829	827,919	11,513,924
Expenses:												
Salaries and benefits	-	46,678	40,655	40,654	-	-	-	-	-	-	526,220	654,207
Training	-	-	-	-	-	-	-	-	-	-	407	407
Travel	-	3,959	-	-	-	-	-	-	-	-	1,171	5,130
Telephone	-	-	-	-	-	-	-	-	-	-	752	752
Technology	-	41	-	-	-	-	-	-	-	-	24,348	24,389
Professional fees	-	-	-	-	-	-	-	-	-	-	8,651	8,651
General office	-	-	-	-	-	-	-	-	-	-	1,735	1,735
Transfers to recipients and service providers	2,941,608	1,068,382	438,558	-	513,871	2,769,412	171,122	1,110,258	541,978	998,829	8,238	10,562,256
Expenses before undernoted items	2,941,608	1,119,060	479,213	40,654	513,871	2,769,412	171,122	1,110,258	541,978	998,829	571,522	11,257,527
Allocated administration costs	-	-	-	-	-	-	-	-	-	-	256,397	256,397
Total expenses	2,941,608	1,119,060	479,213	40,654	513,871	2,769,412	171,122	1,110,258	541,978	998,829	827,919	11,513,924
Annual surplus (deficit)	\$ -	-	-	-	-	-	-	-	-	-	-	-

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DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Unaudited - Schedule 3

Non-Consolidated Schedule of Operations - EarlyON Program

Year ended December 31, 2020

	Program	Indigenous Led	Safe Restart Funding	Administration	Total
Revenue:					
Provincial funding	\$ 1,500,886	308,333	14,000	207,223	2,030,442
Deferred revenue	128,273	-	-	-	128,273
Total revenue	1,629,159	308,333	14,000	207,223	2,158,715
Expenses:					
Salaries and benefits	121,066	-	-	145,172	266,238
Technology	19,619	-	-	1,543	21,162
General office	1,424	-	-	-	1,424
Transfers to recipients and service providers	1,487,050	308,333	14,000	-	1,809,383
Expenses before undernoted items	1,629,159	308,333	14,000	146,715	2,098,207
Allocated administration costs	-	-	-	60,508	60,508
Total expenses	1,629,159	308,333	14,000	207,223	2,158,715
Annual surplus (deficit)	\$ -	-	-	-	-

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**DISTRICT OF NIPISSING SOCIAL SERVICES
ADMINISTRATION BOARD**

Unaudited - Schedule 4
Non-Consolidated Schedule of Operations - Social Housing Program

Year ended December 31, 2020

	Reformed NFP	Municipal NFP	Federal NFP	Urban Native	NDHC Operating & Capital	Commercial Rent Supplement	Portable Housing Benefit	Strong Communities Rent Supplement	Northern Remote Build & Repair	Investment In Affordable Housing (IAH)	Social Infrastructure Fund (SIF)	COCHI	OPHI	CHPI	Affordable Housing Reserve	Administration	Total
Revenue:																	
Municipal levy	\$ 4,599,366	703,307	143,213	68,408	2,425,942	307,370	30,000	-	129,108	-	-	-	-	-	100,000	1,076,616	9,583,330
Provincial funding	1,379,236	530,149	82,531	1,042,912	879,594	96,874	-	302,787	-	1,205,929	-	23,600	536,310	3,682,613	-	227,193	9,989,728
Repayments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,319
Interest and other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,500
Deferred revenue	-	-	-	-	-	-	-	-	-	30,790	13,401	-	-	-	-	-	40,256
Deferred revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	84,447
Total revenue	5,978,602	1,233,456	225,744	1,111,320	3,305,536	404,244	30,000	302,787	129,108	1,236,719	13,401	23,600	536,310	3,682,613	100,000	1,353,884	19,667,324
Expenses:																	
Salaries and benefits	-	-	-	-	-	-	-	-	-	-	-	-	-	126,497	-	902,106	1,028,603
Training	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,431	2,431
Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	636	636
Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,610	1,610
Technology	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,406	25,406
Professional fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,316	24,316
General office	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,574	7,574
Transfers to recipients and service providers	5,787,525	1,148,446	225,737	927,061	3,305,536	364,986	19,216	302,787	128,654	156,719	13,401	23,600	536,310	3,150,016	-	8,500	16,098,494
Expenses before undemoted items	5,787,525	1,148,446	225,737	927,061	3,305,536	364,986	19,216	302,787	128,654	156,719	13,401	23,600	536,310	3,276,513	-	972,579	17,189,070
Amortization of tangible capital assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,329
Allocated administration costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	235,502	235,502
Total expenses	5,787,525	1,148,446	225,737	927,061	3,305,536	364,986	19,216	302,787	128,654	156,719	13,401	23,600	536,310	3,276,513	-	1,212,410	17,428,901
Annual surplus (deficit)	\$ 191,077	85,010	7	184,259	-	39,258	10,784	-	454	1,080,000	-	-	-	406,100	100,000	141,474	2,238,423

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DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Unaudited - Schedule 5

Non-Consolidated Schedule of Operations - Emergency Medical Services Land Ambulance Program

Year ended December 31, 2020

	Program	Pandemic Pay	COVID-19	Administration	Total
Revenue:					
Municipal levy	\$ 5,560,440	-	-	68,148	5,628,588
Provincial funding	5,591,724	203,013	20,021	68,148	5,882,906
Deferred revenue	24,928	-	-	-	24,928
Total revenue	11,177,092	203,013	20,021	136,296	11,536,422
Expenses:					
Salaries and benefits	-	-	-	110,951	110,951
Travel	-	-	-	6	6
Telephone	-	-	-	67	67
Technology	66,050	-	-	-	66,050
Accommodations	492,774	-	1,155	-	493,929
Insurance	104,009	-	-	-	104,009
General office	11,973	-	-	2,110	14,083
Materials and services	210,312	-	3,836	-	214,148
Equipment and vehicle	162,941	-	-	-	162,941
Transfers to recipients and service providers	9,458,173	203,013	15,030	-	9,676,216
Expenses before undernoted items	10,506,232	203,013	20,021	113,134	10,842,400
Amortization of tangible capital assets	320,294	-	-	-	320,294
Allocated administration costs	-	-	-	26,336	26,336
Total expenses	10,826,526	203,013	20,021	139,470	11,189,030
Annual surplus (deficit)	\$ 350,566	-	-	(3,174)	347,392

Consolidated Financial Statements of

**DISTRICT OF NIPISSING
SOCIAL SERVICES
ADMINISTRATION BOARD**

Year ended December 31, 2020

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Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of The District of Nipissing 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 generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgement, 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 of Directors 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 BDO Canada 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.

Catherine Matheson
Chief Administrative Officer

May 26, 2021

Independent Auditor's Report

To the Directors of District of Nipissing Social Services Administration Board

Opinion

We have audited the consolidated financial statements of District of Nipissing Social Services Administration Board (the "Entity"), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statement of operations and accumulated surplus, consolidated statement of changes in net debt and consolidated statement of cash flows for the year then ended, and consolidated notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2020, and its consolidated results of operations, its change in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

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 Consolidated Financial Statements section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the consolidated 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.

Other Information

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

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

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

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

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

Responsibilities of Management and Those Charged with Governance for the 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.

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

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

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated 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 consolidated 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 consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

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.

Chartered Professional Accountants, Licensed Public Accountants

North Bay, Ontario

May 26, 2021

DRAFT - For Discussion Purposes Only

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Consolidated Statement of Financial Position

December 31, 2020, with comparative information for 2019

	2020	2019
Financial assets		
Cash	\$ 23,678,087	\$ 14,466,303
Accounts receivable (note 2)	3,183,159	1,358,704
Portfolio investments (note 3)	3,389,138	3,090,521
	30,250,384	18,915,528
Financial liabilities		
Accounts payable and accrued liabilities	14,285,532	6,771,451
Current portion of long-term debt (note 5)	903,715	3,037,860
Deferred revenue - other (note 4)	2,822,532	2,078,960
Deferred revenue - long-term (note 4)	3,194,094	3,151,862
Long-term debt (note 5)	3,688,242	2,472,570
	24,894,115	17,512,703
Net financial assets	5,356,269	1,402,825
Non-financial assets		
Tangible capital assets (note 6)	33,070,415	31,890,001
Other	523,401	345,491
	33,593,816	32,235,492
Contingent assets (note 10)		
Commitments (note 11)		
Uncertainty due to COVID-19 (note 12)		
Subsequent event (note 13)		
Accumulated surplus (note 7)	\$ 38,950,085	\$ 33,638,317

The accompanying notes are an integral part of these consolidated financial statements.

On behalf of the Board:

_____ Director

_____ Director

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Consolidated Statement of Operations

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget (note 14)	2020 Actual	2019 Actual
Revenue:			
Municipal levy	\$ 20,504,986	\$ 20,504,986	\$ 19,636,188
Ministry of Children, Community and Social Services	23,727,441	22,107,954	23,859,662
Ministry of Education	14,822,945	12,220,683	16,215,558
Ministry of Municipal Affairs and Housing	7,932,446	10,074,175	6,703,888
Ministry of Health	5,619,235	5,907,834	5,351,986
Employment and Social Development Canada	221,653	784,671	151,011
Interest, recoveries and other	1,041,013	1,716,808	1,412,636
Rent	4,829,044	4,893,822	4,464,464
	78,698,763	78,210,933	77,795,393
Expenses:			
Ontario Works Financial Benefits	19,527,872	17,859,506	19,458,750
Social Housing Program	12,039,376	12,363,039	10,103,707
Child Care Program	13,681,258	11,257,527	14,935,542
EarlyOn Program	2,613,160	2,098,207	3,163,875
EMS - Land Ambulance Program	10,871,200	10,842,400	10,559,047
Administration	2,676,929	2,558,205	2,471,146
Ontario Works Employment Program	6,297,732	5,331,121	6,122,872
Healthy Communities Fund	400,000	241,918	443,748
Reaching Home Program	221,653	784,671	146,011
Board	140,455	68,774	125,990
Gateway Hub	90,914	354	70,927
Nipissing District Housing Corporation	8,938,686	7,617,710	7,176,433
Amortization of tangible capital assets	-	2,197,690	2,177,596
	77,499,235	73,221,122	76,955,644
Annual surplus before undernoted items	1,199,528	4,989,811	839,749
Gain on disposal of tangible capital assets	-	327,601	9,995
Provincial settlements	-	(5,644)	-
Annual surplus	1,199,528	5,311,768	849,744
Accumulated surplus, beginning of the year	33,638,317	33,638,317	32,788,573
Accumulated surplus, end of the year	\$ 34,837,845	\$ 38,950,085	\$ 33,638,317

The accompanying notes are an integral part of these consolidated financial statements.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Consolidated Statement of Changes in Net Financial Assets (Debt)

Year ended December 31, 2020, with comparative information for 2019

	Budget (note 14)	2020	2019
Annual surplus	\$ 1,199,528	\$ 5,311,768	\$ 849,744
Acquisition of tangible capital assets	(349,912)	(3,417,688)	(2,053,846)
Amortization of tangible capital assets	-	2,197,690	2,177,596
Proceeds on disposal of tangible capital assets	-	367,185	9,995
Gain on disposal of tangible capital assets	-	(327,601)	(9,995)
	849,616	4,131,354	973,494
(Increase) decrease in other non-financial assets	-	(177,910)	18,324
Change in net financial assets	849,616	3,953,444	991,818
Net financial assets, beginning of year	1,402,825	1,402,825	411,007
Net financial assets, end of year	\$ 2,252,441	\$ 5,356,269	\$ 1,402,825

The accompanying notes are an integral part of these consolidated financial statements.

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DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Consolidated Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash flows from operating activities:		
Annual surplus	\$ 5,311,768	\$ 849,744
Items not involving cash:		
Amortization of tangible capital assets	2,197,690	2,177,596
Gain on disposal of tangible capital assets	(327,601)	(9,995)
	7,181,857	3,017,345
Change in non-cash working capital:		
(Increase) decrease in accounts receivable	(1,824,455)	781,698
(Increase) decrease in other non-financial assets	(177,910)	18,324
Increase (decrease) in deferred revenue - other	743,572	(835,546)
Increase (decrease) in accounts payable and accrued liabilities	7,514,081	(1,868,724)
	13,437,145	1,113,097
Cash flows from financing activities:		
Increase (decrease) increase in deferred revenue - long-term	42,232	(42,717)
Repayment of long-term debt	(918,473)	(1,575,186)
	(876,241)	(1,617,903)
Cash flows from capital activities:		
Cash used to acquire tangible capital assets	(3,417,688)	(2,053,846)
Cash received on disposal of tangible capital assets	367,185	9,995
	(3,050,503)	(2,043,851)
Cash flows from investing activities:		
	(298,617)	33,713
Increase (decrease) in cash during the year	9,211,784	(2,514,944)
Cash, beginning of year	14,466,303	16,981,247
Cash, end of year	\$ 23,678,087	\$ 14,466,303

The accompanying notes are an integral part of these consolidated financial statements.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

Nature of the Organization

The District of Nipissing Social Services Administration Board (the "Board") delivers integrated social services comprised of Ontario Works, Children's Services, Social Housing and Emergency Medical Services to the citizens of the District of Nipissing. The Board's basic principles are to offer simplified access to service, enhanced customer service and sensitivity to language and cultural diversity.

The participating municipalities are as follows:

The Corporation of the City of North Bay
Municipality of West Nipissing
Municipality of East Ferris
Municipality of Temagami
Township of South Algonquin
Township of Bonfield
Municipality of Calvin
Township of Papineau-Cameron
Town of Mattawa
Township of Chisholm
Township of Mattawan
Certain unincorporated areas in the District of Nipissing

1. Significant accounting policies:

The consolidated financial statements of 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 consolidation:

Consolidated entities:

These consolidated financial statements reflect the assets, liabilities, revenues, and expenses of the reporting entity. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the Board and which are owned or controlled by the Board.

These financial statements include the Nipissing District Housing Corporation.

All inter-departmental and inter-organizational transactions and balances between these entities and organizations have been eliminated.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

1. Significant accounting policies (continued):

(b) 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.

(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 using the following annual rates:

Asset	Useful Life - Years
Buildings	40 to 60
Office equipment	5
Computer equipment and software	4
Ambulances and other vehicles	7
Medical equipment	5
Machinery and equipment	10
Leasehold improvements	Over term of lease

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.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

1. Significant accounting policies (continued):

(d) 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.

(e) Revenue recognition:

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Rent and other revenue is recognized when services are provided and there is reasonable assurance of collection. Investment income earned on surplus funds is reported as revenue in the period earned.

(f) Investments:

Investments are recorded at cost. Investments are written down where there has been a loss in the value that is other than a temporary decline.

(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 financial statements and the reported amounts of revenues and expenses during the reporting period. Significant items subject to such estimates and assumptions include valuation allowances for receivables and valuation of the 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 earnings in the year in which they become known.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

2. Accounts receivable:

	2020	2019
Province of Ontario:		
Ministry of Children, Community and Social Services	\$ -	\$ 40,255
Ministry of Municipal Affairs and Housing	946,312	55,697
Ministry of Health	20,021	-
Other:		
Municipality of Temagami	155,224	72,566
Township of Bonfield	87,200	-
Township of South Algonquin	43,267	41,443
Municipality of West Nipissing	605	-
Municipality of Mattawan	4,332	-
Township of Papineau-Cameron	23,340	-
Township of Chisholm	22,038	-
City of North Bay	28,441	-
Employment and Social Development Canada	44,659	12,733
HST rebate	248,154	257,233
Accrued interest and other	1,078,134	320,237
Rent and other tenant charges	481,432	558,540
	\$ 3,183,159	\$ 1,358,704

3. Portfolio investments:

	2020	2019
Social Housing Canadian Short-Term Bond Fund Series A	\$ 1,455,465	\$ 1,356,840
Guaranteed Investment Certificates	1,933,673	1,733,681
	\$ 3,389,138	\$ 3,090,521

Guaranteed investment certificates have yields ranging from 1.91% to 3.10% and mature at dates ranging from April 2021 to May 2023. The Social Housing Canadian Short-Term Bond Fund Series A have a cost of \$1,413,616 (2019 - \$1,373,692).

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

4. Deferred revenue:

	Balance at December 31, 2019	Contributions Received	Amounts Recognized to Revenue	Balance at December 31, 2020
Current:				
Affordable Housing Program	\$ 2,268	-	-	2,268
Strong Communities Rent Supplements	51,408	344,612	(319,076)	76,944
Other	22,427	-	-	22,427
Get Trained Workers	21,000	-	-	21,000
IAH Housing Allowance	16,817	134,455	(125,929)	25,343
HIFIS	399	-	-	399
IAH Ontario Renovates	41,098	-	(30,790)	10,308
SIF Ontario Renovates	135,310	-	(135,310)	-
SIF Housing Allowance	29,250	-	-	29,250
CHPI	40,256	1,798,976	(1,681,569)	157,663
Ontario Works client repayments	41,989	235,785	(274,554)	3,220
Commercial rent supplement	46,578	-	-	46,578
EarlyON - Community Based Capital	128,273	-	(128,273)	-
Gateway Hub	122,405	-	(122,405)	-
Nipissing District Housing Corporation	1,379,482	1,251,230	(1,081,057)	1,549,655
Safe Restart Funding	-	1,360,071	(1,012,829)	347,242
Reaching Home COVID-19	-	669,809	(492,714)	177,095
OPHI Rental Housing	-	172,354	-	172,354
OPHI Ontario Renovates	-	675,455	(501,363)	174,092
OPHI Administration	-	24,996	(18,302)	6,694
	\$ 2,078,960	6,667,743	(5,924,171)	2,822,532
Long-term:				
Social housing federal capital	\$ 2,508,018	-	-	2,508,018
Emergency medical service capital	133,440	-	-	133,440
Emergency medical services severance	260,199	-	(24,928)	235,271
AHP - Home (repair replacement)	250,205	67,160	-	317,365
	\$ 3,151,862	67,160	(24,928)	3,194,094

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

5. Long-term debt:

	2020	2019
Mortgage, repayable in blended monthly payments of \$31,482 bearing interest at 2.68%, maturing February 1, 2025, secured by land and buildings with a carrying value of \$4,145,072.	\$ 2,119,388	\$ 2,433,130
Mortgage, repayable in blended monthly payments of \$21,709 bearing interest at 3.15%, maturing October 1, 2027, secured by land and buildings with a carrying value of \$2,822,053.	1,600,744	1,807,633
Mortgage, repayable in blended monthly payments of \$21,694 bearing interest at 2.61%, maturing December 1, 2023, secured by land and buildings with a carrying value of \$2,687,009.	750,559	988,043
Mortgage, repayable in blended monthly payments of \$13,530 bearing interest at 0.96%, maturing September 1, 2021, secured by land and buildings with a carrying value of \$1,706,645.	121,266	281,624
	4,591,957	5,510,430
Less current portion of long-term debt	(903,715)	(3,037,860)
	\$ 3,688,242	\$ 2,472,570

Principal repayments are due as follows:

2021	\$ 903,715
2022	804,399
2023	826,947
2024	586,735
2025	1,006,656
Thereafter	463,505
	\$ 4,591,957

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

6. Tangible capital assets:

Cost	Balance at December 31, 2019	Additions	Disposals	Balance at December 31, 2020
Land	\$ 9,555,281	-	-	9,555,281
Buildings	47,613,390	1,318,905	(230,997)	48,701,298
Office equipment	478,974	8,127	-	487,101
Computer equipment	622,667	64,518	(7,004)	680,181
Ambulances and other vehicles	2,780,140	330,867	(13,518)	3,097,489
Medical equipment	526,197	64,598	-	590,795
Machinery and equipment	3,230,334	387,655	-	3,617,989
Leasehold improvements	2,217,525	1,243,018	-	3,460,543
Total	\$ 67,024,508	3,417,688	(251,519)	70,190,677

Accumulated Amortization	Balance at December 31, 2019	Disposals	Amortization expense	Balance at December 31, 2020
Land	\$ -	-	-	-
Buildings	28,197,380	(193,028)	1,429,367	29,433,719
Office equipment	432,456	-	26,545	459,001
Computer equipment	449,047	(7,004)	77,765	519,808
Ambulances and other vehicles	1,798,525	(11,903)	260,109	2,046,731
Medical equipment	315,310	-	75,054	390,364
Machinery and equipment	1,747,480	-	306,293	2,053,773
Leasehold improvements	2,194,309	-	22,557	2,216,866
Total	\$ 35,134,507	(211,935)	2,197,690	37,120,262

	Net book value, December 31, 2019	Net book value, December 31, 2020
Land	\$ 9,555,281	9,555,281
Buildings	19,416,010	19,267,579
Office equipment	46,518	28,100
Computer equipment	173,620	160,373
Ambulances and other vehicles	981,615	1,050,758
Medical equipment	210,887	200,431
Machinery and equipment	1,482,854	1,564,216
Leasehold improvements	23,216	1,243,677
Total	\$ 31,890,001	33,070,415

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

6. Tangible capital assets (continued):

Cost	Balance at December 31, 2018	Additions	Disposals	Balance at December 31, 2019
Land	\$ 9,555,281	-	-	9,555,281
Buildings	46,545,219	1,068,171	-	47,613,390
Office equipment	478,974	-	-	478,974
Computer equipment	767,052	157,890	(302,275)	622,667
Ambulances and other vehicles	2,564,423	429,105	(213,388)	2,780,140
Medical equipment	404,142	122,055	-	526,197
Machinery and equipment	2,953,709	276,625	-	3,230,334
Leasehold improvements	2,217,525	-	-	2,217,525
Total	\$ 65,486,325	2,053,846	(515,663)	67,024,508

Accumulated Amortization	Balance at December 31, 2018	Disposals	Amortization expense	Balance at December 31, 2019
Land	\$ -	-	-	-
Buildings	26,807,657	-	1,389,723	28,197,380
Office equipment	406,238	-	26,218	432,456
Computer equipment	696,065	(302,275)	55,257	449,047
Ambulances and other vehicles	1,767,440	(213,388)	244,473	1,798,525
Medical equipment	257,013	-	58,297	315,310
Machinery and equipment	1,432,769	-	314,711	1,747,480
Leasehold improvements	2,105,392	-	88,917	2,194,309
Total	\$ 33,472,574	(515,663)	2,177,596	35,134,507

	Net book value, December 31, 2018	Net book value, December 31, 2019
Land	\$ 9,555,281	9,555,281
Buildings	19,737,562	19,416,010
Office equipment	72,736	46,518
Computer equipment	70,987	173,620
Ambulances and other vehicles	796,983	981,615
Medical equipment	147,129	210,887
Machinery and equipment	1,520,940	1,482,854
Leasehold improvements	112,133	23,216
Total	\$ 32,013,751	31,890,001

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

7. Accumulated surplus:

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

	2020	2019
Invested in tangible capital assets	\$ 28,478,458	\$ 26,379,571
Working fund	5,414,142	2,683,877
Reserves and reserve funds (note 8)	5,057,485	4,574,869
	<u>\$ 38,950,085</u>	<u>\$ 33,638,317</u>

8. Reserves and reserve funds:

	2020	2019
Set aside for specific purposes by the Board:		
Reserves:		
Social Housing capital	\$ 817,274	\$ 817,274
Social Housing operations	300,000	300,000
Affordable housing	512,445	512,445
EMS HR operations	195,537	195,537
ASO employee benefits	140,222	140,222
HCF reserve	-	9,783
OD contingency	112,000	112,000
Project reserve	149,080	149,080
Capital replacement reserve	848,014	699,714
Software acquisition	60,000	60,000
New build reserve	344,099	-
Funds subject to restrictions:		
Best start	570,241	570,241
Child Care	1,008,573	1,008,573
	<u>\$ 5,057,485</u>	<u>\$ 4,574,869</u>

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

9. Pension Agreements:

The Board makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of full-time and part-time members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The OMERS Board of Directors, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to nearly half a million active and retired members and approximately 1,000 employers.

Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of the all pension benefits that members have earned to date. The most recent actuarial valuation of the plan was conducted at December 31, 2020. The results of this valuation disclosed total actuarial liabilities of \$113,055 million in respect of benefits accrued for service with actuarial assets at the date of \$109,844 million indicating a going concern actuarial deficit of \$3,211 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the organization does not recognize any share of the OMERS pension surplus or deficit. Contributions made by the Board to OMERS for 2020 were \$715,927 (2019 - \$713,369).

10. Contingent assets:

Included in the Social Housing Program expenses is \$545,554 (2019 - \$439,906) in grants to individuals with forgivable conditions. In total, \$4,632,268 of these grants has been advanced since 2009. These grants are issued to low income home owners as loans forgivable over periods ranging from 10 to 20 years. However, if the house is sold before the forgiveness period, the home owner must repay a pro-rated amount back to the Board. If the Board receives funds because of a homeowner selling their property, the amount is used by the Board to grant a new loan to another low income homeowner. To date, a total of \$372,745 has been repaid of which \$67,160 was in 2020.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

11. Commitments:

The Board rents premises from the Municipality of West Nipissing. The current lease expires December 31, 2026 with two additional five year renewal terms. The aggregate rental payments to the expiry date amount to \$317,188. The Board also rents office space in West Nipissing. The current lease expires August 31, 2022. The aggregate rental payment to expiry is \$81,000.

The Board rents premises in Mattawa. The current lease expires August 31, 2023. The aggregate rental payments to the expiry date amount to \$37,222.

The Board rents premises in North Bay for its EMS base. The current lease expires December 31, 2031 with two additional five year renewal terms. The aggregate rental payments to the expiry date amount to \$2,838,331.

The Board rents EMS patient equipment through a lease. The lease expires on March 31, 2023. The aggregate rental payments to expiry is \$38,033.

The Board rents premises in North Bay for transitional housing through two leases. The leases expire on May 31, 2040 and June 30, 2041. The aggregate rental payments to the expiry dates amount to \$2,116,025 and \$3,420,441 respectively.

Offsite storage has been obtained from the North Bay Public Library at a cost of \$6,014 per annum.

Minimum lease payments required over the next five years are as follows:

2021	\$	967,405
2022		946,430
2023		907,997
2024		900,308
2025		906,376
	\$	<u>4,628,516</u>

12. Uncertainty due to COVID-19:

The impact of COVID-19 in Canada and on the global economy have been significant. As the impacts of COVID-19 continue, there could be further impact on the Board, its employees, suppliers and other third party business associates that could impact the timing and amounts realized on the Board's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the Board is not known. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The Board's ability to continue delivering non-essential services and employ related staff will depend on the legislative mandates from the various levels of government. The Board will continue to focus on managing expenditures and government funding to ensure it is able to continue providing essential services to the district.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

13. Subsequent event:

Subsequent to year end, the organization disposed of one of its rental properties that has a carry amount of \$1,242,360. The anticipated proceeds of sale are \$1,000,000 with a closing date of May 31, 2021.

14. Budget data:

The budget data presented in these consolidated financial statements is based upon the budget approved by the Board on December 18, 2019 which was prepared on a cash basis. The budget established does not include a budgeted amount for amortization of tangible capital assets.

The budget figures in the consolidated statement of operations have been restated to be comparable with the Public Sector Accounting Standards. A reconciliation of the Board approved budget and the budget figures presented in the consolidated statement of operations is presented below:

	Budget Amount
Adopted consolidated budget:	
Budgeted annual surplus (deficit) for the year	\$ -
Adjustments to adopted budget:	
Acquisition of tangible capital assets	349,912
Long-term debt repayments	936,873
Transfer to affordable housing reserve	100,000
Transfer from child care reserve	(211,715)
Transfer to capital replacement reserve	352,533
Transfer from capital replacement reserve	(328,075)
Budget surplus per consolidated statement of operations	\$ 1,199,528

15. Comparative amounts:

Certain comparative amounts have been reclassified from those previously presented to conform to the presentation of the 2020 financial statements.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

16. Segmented information:

The District of Nipissing Social Services Administration Board supports the development of healthy 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 benefits and related programs

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.

Child care program

Child care funding is administered to child care operators within the district in accordance with the Child Care and Early Years Act.

EarlyON program

EarlyON funding is administered to EarlyON operators within the district in accordance with the Child Care and Early Years Act.

Social housing program

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.

EMS – Land ambulance program

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

Board costs and administration

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

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Notes to Consolidated Financial Statements

Year ended December 31, 2020

16. Segmented information (continued):

Healthy communities fund

This fund is comprised of 100% municipal funding distributed as grants to support programs and services that target low income families and individuals in the District of Nipissing. This fund replaces the NCB savings, and the OCB Reinvestment fund, that represented municipal savings from OW financial benefits to families that were to be reinvested into programs and services that supported low income families as mandated by the Province.

Homelessness program

Consists of the Homeless Partnering Strategy and Reaching Home programs fully funded through ESDC. The program promotes strategic partnerships and structures including housing solutions and stable supports, to assist homeless persons to move toward autonomy and self-sufficiency.

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 consolidated financial statements as disclosed in Note 1.

DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

Unaudited - 2020 Consolidated Segmented Information Schedule

Year ended December 31, 2020

	Ontario Works Financial Benefits	Ontario Works Employment and Program Delivery	Healthy Communities Fund	Child Care Program	EarlyON Program	Social Housing Program	EMS - Land Ambulance Program	Reaching Home Program	Gateway Hub	Board Costs	Administration	Total 2020
Revenue:												
Municipal levy	\$ 62,400	3,181,496	400,000	1,451,956	-	9,583,330	5,628,588	-	20,000	177,216	-	20,504,986
Provincial Funding	17,648,176	4,459,778	-	10,061,968	2,030,442	9,989,728	5,882,906	-	-	-	-	50,072,998
Federal Funding - ESDC	-	-	-	-	-	-	-	784,671	-	-	-	784,671
Repayments	432,744	20,710	-	-	-	1,319	-	-	-	-	12,447	467,220
Interest and other	-	100	-	-	-	758,244	-	-	354	30,000	460,890	1,249,588
Rent	-	-	-	-	-	4,893,822	-	-	-	-	-	4,893,822
Deferred revenue	-	-	-	-	128,273	84,447	24,928	-	-	-	-	237,648
Total revenue	18,143,320	7,662,084	400,000	11,513,924	2,158,715	25,310,890	11,536,422	784,671	20,354	207,216	473,337	78,210,933
Expenses:												
Salaries and benefits	-	4,787,212	-	654,207	266,238	1,028,603	110,951	32,045	-	63,680	1,544,763	8,487,699
Honorariums	-	-	-	-	-	-	-	-	-	1,200	-	1,200
Training	-	5,223	-	407	-	2,431	-	10	-	2,525	16,321	26,917
Travel	-	4,225	-	5,130	-	636	6	305	-	862	1,542	12,706
Telephone	-	21,202	-	752	-	1,610	67	-	354	35	32,261	56,281
Technology	-	59,419	-	24,389	21,162	25,406	66,050	-	-	-	265,751	462,177
Accommodations	-	96,991	-	-	-	-	493,929	-	-	-	506,018	1,096,938
Professional fees	-	6,323	-	8,651	-	24,316	-	2,369	-	-	38,152	79,811
Insurance	-	-	-	-	-	-	104,009	-	-	-	69,483	173,492
General office	-	114,736	-	1,735	1,424	7,574	14,083	3,343	-	472	83,914	227,281
Materials and services	-	-	-	-	-	-	214,148	-	-	-	-	214,148
Equipment and vehicle	-	-	-	-	-	-	162,941	-	-	-	-	162,941
Employment related costs (Clients)	-	162,710	-	-	-	-	-	-	-	-	-	162,710
Transfers to recipients and service providers	17,859,506	73,080	241,918	10,562,256	1,809,383	11,272,463	9,676,216	746,599	-	-	-	52,241,421
Nipissing District Housing Corporation	-	-	-	-	-	7,617,710	-	-	-	-	-	7,617,710
Expenses before undernoted items	17,859,506	5,331,121	241,918	11,257,527	2,098,207	19,980,749	10,842,400	784,671	354	68,774	2,558,205	71,023,432
Amortization of tangible capital assets	-	2,710	-	-	-	1,783,009	320,294	-	-	-	91,677	2,197,690
Allocated administration costs	-	1,531,635	-	256,397	60,508	235,502	26,336	-	-	66,167	(2,176,545)	-
Total expenses	17,859,506	6,865,466	241,918	11,513,924	2,158,715	21,999,260	11,189,030	784,671	354	134,941	473,337	73,221,122
Provincial settlements	-	5,644	-	-	-	-	-	-	-	-	-	5,644
Gain on disposal of tangible capital assets	-	-	-	-	-	(327,601)	-	-	-	-	-	(327,601)
Annual surplus (deficit)	\$ 283,814	790,974	158,082	-	-	3,639,231	347,392	-	20,000	72,275	-	5,311,768

**DISTRICT OF NIPISSING SOCIAL SERVICES
ADMINISTRATION BOARD**

Unaudited - 2019 Consolidated Segmented Information Schedule

Year ended December 31, 2020

	Ontario Works Financial Benefits	Ontario Works Employment and Program Delivery	Healthy Communities Fund	Child Care Program	EarlyON Program	Social Housing Program	EMS - Land Ambulance Program	Homelessness Program	Gateway Hub	Board Costs	Administration	Total 2019
Revenue:												
Municipal levy	\$ 116,784	3,116,201	428,748	1,243,940	-	9,326,490	5,209,377	-	20,000	174,648	-	19,636,188
Provincial Funding	19,126,185	4,713,477	-	13,084,016	2,500,294	6,106,473	5,351,986	-	20,000	-	-	50,902,431
Federal Funding - ESDC	-	-	-	-	-	5,000	-	146,010	-	-	-	151,010
Repayments	399,228	40,858	-	10,572	-	1,663	1,517	-	-	-	8,436	462,274
Interest and other	-	5,743	15,000	-	-	268,613	25,000	-	30,927	30,000	575,079	950,362
Rent	-	-	-	-	-	4,464,464	-	-	-	-	-	4,464,464
Deferred revenue	-	-	-	151,782	479,466	597,415	-	1	-	-	-	1,228,664
Total revenue	19,642,197	7,876,279	443,748	14,490,310	2,979,760	20,770,118	10,587,880	146,011	70,927	204,648	583,515	77,795,393
Expenses:												
Salaries and benefits	-	4,865,717	-	628,993	353,631	964,037	301,421	28,556	67,707	88,244	1,394,044	8,692,350
Honorariums	-	-	-	-	-	-	-	-	-	3,250	-	3,250
Training	-	15,238	-	3,856	17,823	5,833	1,171	16	-	12,109	15,330	71,376
Travel	-	24,757	-	10,816	413	8,595	2,055	131	-	19,429	10,808	77,004
Telephone	-	27,764	-	2,234	-	611	57	-	432	623	30,629	62,350
Technology	-	102,629	-	42,316	38,041	5,212	51,172	-	1,769	-	259,092	500,231
Accommodations	-	163,204	-	-	-	18,719	486,291	-	-	-	538,196	1,206,410
Professional fees	-	14,374	-	9,327	1,613	70,324	580	679	-	-	85,168	182,065
Insurance	-	-	-	-	-	-	86,363	-	-	-	63,276	149,639
General office	-	131,091	-	5,211	391	23,276	5,624	59	1,019	2,335	74,603	243,609
Materials and services	-	-	-	-	-	-	279,949	-	-	-	-	279,949
Equipment and vehicle	-	-	-	-	-	-	200,996	-	-	-	-	200,996
Employment related costs (Clients)	-	381,767	-	-	-	-	-	-	-	-	-	381,767
Transfers to recipients and service providers	19,458,750	396,331	443,748	14,232,789	2,751,963	9,007,100	9,143,368	116,570	-	-	-	55,550,619
Nipissing District Housing Corporation	-	-	-	-	-	7,176,433	-	-	-	-	-	7,176,433
Expenses before undernoted items	19,458,750	6,122,872	443,748	14,935,542	3,163,875	17,280,140	10,559,047	146,011	70,927	125,990	2,471,146	74,778,048
Amortization of tangible capital assets	-	1,615	-	-	-	1,742,696	288,546	-	-	-	144,739	2,177,596
Allocated administration costs	-	1,395,628	-	244,291	58,126	229,658	46,541	-	-	58,126	(2,032,370)	-
Total expenses	19,458,750	7,520,115	443,748	15,179,833	3,222,001	19,252,494	10,894,134	146,011	70,927	184,116	583,515	76,955,644
Provincial settlements	-	-	-	-	-	-	-	-	-	-	-	-
Loss on disposal of tangible capital assets	-	-	-	-	-	(2,398)	(7,597)	-	-	-	-	(9,995)
Annual surplus (deficit)	\$ 183,447	356,164	-	(689,523)	(242,241)	1,520,022	(298,657)	-	-	20,532	-	849,744

DRAFT - For Discussion Purposes Only

BRIEFING NOTE FA04-21

For information For Approval

Date: May 26th, 2021

Purpose: Appointment of Auditors for 2021

Prepared by: Justin Avery, Manager of Finance

Reviewed by: Catherine Matheson, CAO

RECOMMENDATION

That the District of Nipissing Social Services Administration Board (DNSSAB) reappoint the firm BDO Canada LLP as its auditor for the year ending December 31, 2021.

REPORT

- Pursuant to the DNSSAB Procedural By-Law Number 1, section 14.1, on an annual basis the Board will appoint an auditor to audit the accounts of the Corporation;
- In compliance with the DNSSAB purchasing policy, the DNSSAB issued request for proposal (RFP) # 2018-03 for external audit services in 2018;
- BDO Canada LLP was selected as the successful proponent from the RFP process;
- The term for RFP # 2018-03 was for a five year term covering the years 2018 through 2022;

CONCLUSION

The current contract is in place for an additional two years. To date, services received and pricing have been as specified in the contract for external auditing services. As such it is recommended that the Board reappoint BDO Canada LLP as their external auditors.

BRIEFING NOTE FA05-21

For information For Approval

Date: May 26th, 2021

Purpose: 2020 Investment Report

Prepared by: Justin Avery, Manager of Finance

Reviewed by: Catherine Matheson, CAO

This report provides an update on the performance of the District of Nipissing Social Services Administration Board (DNSSAB) investment portfolio and the investment strategy going forward for information purposes.

BACKGROUND

- At year-end 2010 the External Auditors noted an exposure to diversification risk with all cash being held at one institution.
- In 2011 the Board developed an investment policy (the Policy) to facilitate further diversification of cash.
- This policy adopted a low risk investment strategy with the main investment priority being preservation of capital.
- At the end of 2011, as a result of a competitive process, the Board decided to invest \$2.5 million in a bond portfolio with RBC Dominion Securities.
- As required under the Policy, the Board is to receive an investment report annually prepared in a manner to clearly demonstrate the performance of the investment to date relative to the initial expectation and to a bench marked comparator.

REPORT

Status Update

- As of December 31, 2020 the market value of the GIC portfolio was \$1,967,664.
- The entire portfolio is invested in GICs with maturities ranging from January 10, 2022 to May 4, 2023 and interest rates ranging from 1.91% to 3.1%.
- Investments in individual GICs are limited to \$100,000 to keep each investment within the Canada Deposit Insurance Corporation (CDIC) protection threshold of \$100,000. There is currently only one GIC that exceeds this limit, an RBC GIC valued at \$165,000. This ensures preservation of capital per the Policy.
- The annualized rate of return since inception is 2.09%.
- The bench mark annual rate of return set at inception is 2%. With an annualized rate of return of 2.09%, the investment portfolio is performing as expected.
- Interest earned on DNSSAB's bank balance is calculated as TD Prime – 1.8%. The current TD prime rate is 2.45%¹ meaning the interest rate is 0.65% (2.45% - 1.8%).
- Two GICs matured in April 2021. Staff will be meeting with DNSSAB's investment advisor in early June to discuss the investment strategy for these funds.

Risk Identification and Mitigation

- Interest reinvestment rate risk – with interest rates at record low levels, the opportunity to find safe investments above 2% becomes more difficult.
- Mitigation – investments continue to be made in GICs with smaller schedule II banks that are providing higher rates of return than the large (big five) banks. To mitigate any default risk GICs have been limited to \$100,000 to ensure full CDIC coverage.

¹ <https://www.tdcanadatrust.com/customer-service/todays-rates/td-prime/prime-rate.jsp>

Outlook

- The DNSSAB has typically only invested in bonds and GICs since the main investment priority per the Policy is the preservation of capital.
- The Bank of Canada economic outlook has improved and it is holding the overnight lending rate at 0.25% which was set in March 2020 in response to the pandemic. Although this third wave is a new setback, resilience from the previous waves has increased the confidence in the underlying strength of the economic recovery. It is expected that the overnight rate will hold steady until the economy is recovered and sustained 2% inflation returns which is now projected to be in the second half of 2022.² Low interest rates are likely to continue in the interim and we are not likely to see any significant increases in the rate DNSSAB earns on its bank account.
- RBC has provided quotes for 30 GICs with rates ranging from 0.5% to 1.41% for 3 year GICs.

CONCLUSION

DNSSAB staff will continue to monitor the economic outlook as well as stay in contact with the DNSSAB's investment advisor to be ready to make changes to the investment strategy that balance risk, liquidity requirements, and return on investments.

² Bank of Canada, Monetary Policy Report, April 2021

BRIEFING NOTE FA06-21

For information For Approval

Date: May 26th, 2021

Purpose: 2021 Federal Budget Highlights

Prepared by: Justin Avery, Manager of Finance

Reviewed by: Catherine Matheson, CAO

This report provides The District of Nipissing Social Services Administration Board (DNSSAB) with highlights of funding announced in the 2021 federal budget that may affect the DNSSAB for information purposes.

REPORT

Childcare and Early Learning

The headline of the 2021 federal budget was the proposed national child care program. A total federal investment of \$30 billion over 5 years starting in 2021 with \$8.3 billion ongoing to establish a high-quality, affordable, and accessible Canada-wide early learning and child care system with an end goal of an average daily fee of \$10/day by 2025-26.

The federal government is seeking a 50/50 cost share with the Province for this new funding, so this plan will be conditional on successful negotiation and cooperation with the Province. Child care is provincial jurisdiction so the amount of funding the DNSSAB will receive will be determined by the Ministry of Education. This may result in an enhancement to the existing Early Learning and Child Care (ELCC) bi-lateral funding that the DNSSAB currently receives.

Housing

The federal budget announced \$3.8 billion towards new and existing community housing programs. The majority of this funding is to enhance application based programs such as the Rapid Housing Initiative, National Housing Co-Investment Fund, Affordable Housing Innovation Fund, etc. that can be applied to new builds and/or renovations.

Regarding annual federal housing funding, the 2021 federal budget proposes to provide an additional \$567 million over two years, beginning in 2022-23, to Employment and Social Development Canada to maintain the 2021-22 Reaching Home funding levels. DNSSAB received an additional Reaching Home allocation of \$603,702 for 2021-22 in response to COVID-19. Therefore, it is expected that the DNSSAB will receive this additional allocation through 2023-24, however details are still pending.

Ontario Works

Various social assistance benefits such as the Canada Relief Benefit (CRB) have been extended until September 25, 2021. The benefit is expected to be reduced from \$500 per week to \$300 per week in the summer as the economy reopens. The extension of these benefits will likely lead to the continuation of the trend of lower OW caseload/financial assistance costs until these benefits expire.

CONCLUSION

The new funding announced in the 2021 federal budget is welcome and encouraging support for child care and affordable housing. DNSSAB will monitor the provincial negotiations and plan accordingly as further details are released in the coming months.

BRIEFING NOTE FA07-21

For information For Approval

Date: May 26th, 2021

Purpose: Year-to-date (YTD) Financial Report, January 1 to March 31, 2021

Prepared by: Justin Avery, Manager of Finance

Reviewed by: Catherine Matheson, CAO

FOR INFORMATION:

This report provides The District of Nipissing Social Services Administration Board (DNSSAB) with an update on the YTD financial performance of the organization relative to the budget set for the same period and the forecast to year end.

YTD Overall Financial Results – January 1 to March 31, 2021

District of Nipissing Social Services Administration Board For the Period 1/1/21..03/31/21 Statement of Operations

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 5,199,102	\$ 5,263,532	\$ (64,430)	\$ 15,708,954	\$ 20,908,056	\$ 20,908,056	\$ -
Province of Ontario	14,048,755	14,242,571	(193,816)	39,821,504	53,870,259	53,330,051	(540,208)
Federal Funding	-	111,421	(111,421)	299,287	299,287	989,529	690,242
Interest	38,129	37,947	182	113,666	151,795	114,629	(37,166)
Repayments	112,189	111,498	691	333,811	446,000	520,045	74,045
Lease and Other	89,886	90,300	(414)	271,314	361,200	359,545	(1,655)
Deferred Revenue	-	301,909	(301,909)	492,505	492,505	20,256	(472,249)
Total Revenues	\$ 19,488,060	\$ 20,159,178	\$ (671,118)	\$ 57,041,042	\$ 76,529,102	\$ 76,242,111	\$ (286,991)
Expenditures:							
Ontario Works	\$ 3,989,897	\$ 4,709,557	\$ (719,660)	\$ 15,464,728	\$ 19,454,625	\$ 14,583,419	\$ (4,871,206)
OW Program Delivery	1,095,184	1,361,997	(266,813)	4,523,418	5,618,602	5,333,364	(285,238)
Children's Services	3,292,777	3,834,195	(541,418)	12,045,502	15,338,279	12,069,742	(3,268,537)
CS Program Delivery	176,580	366,430	(189,850)	907,911	1,084,491	1,083,692	(799)
Housing Services	5,452,418	5,565,094	(112,676)	12,937,691	18,390,109	21,643,673	3,253,564
HS Program Delivery	315,451	320,601	(5,150)	1,084,954	1,400,405	1,445,634	45,229
EMS - Land Ambulance	2,995,391	3,190,368	(194,977)	8,607,613	11,603,004	12,506,447	903,443
EMS Program Delivery	36,722	76,445	(39,723)	305,666	342,388	342,785	397
Corporate Services	551,132	774,115	(222,983)	2,323,700	2,874,832	2,911,126	36,294
Board	14,068	31,196	(17,128)	88,299	102,367	97,674	(4,693)
Healthy Communities Fund	-	75,000	(75,000)	300,000	300,000	300,000	-
Gateway Hub	-	20,000	(20,000)	20,000	20,000	-	(20,000)
Total Expenditures	\$ 17,919,621	\$ 20,324,998	\$ (2,405,377)	\$ 58,609,481	\$ 76,529,102	\$ 72,317,555	\$ (4,211,547)
Surplus (Deficit)	\$ 1,568,439	\$ (165,820)	\$ 1,734,259	\$ (1,568,439)	\$ -	\$ 3,924,555	\$ 3,924,555
Provincial Settlements	-	-	-	-	-	3,021,972	3,021,972
Net Surplus (Deficit)	\$ 1,568,439	\$ (165,820)	\$ 1,734,259	\$ (1,568,439)	\$ -	\$ 902,583	\$ 902,583

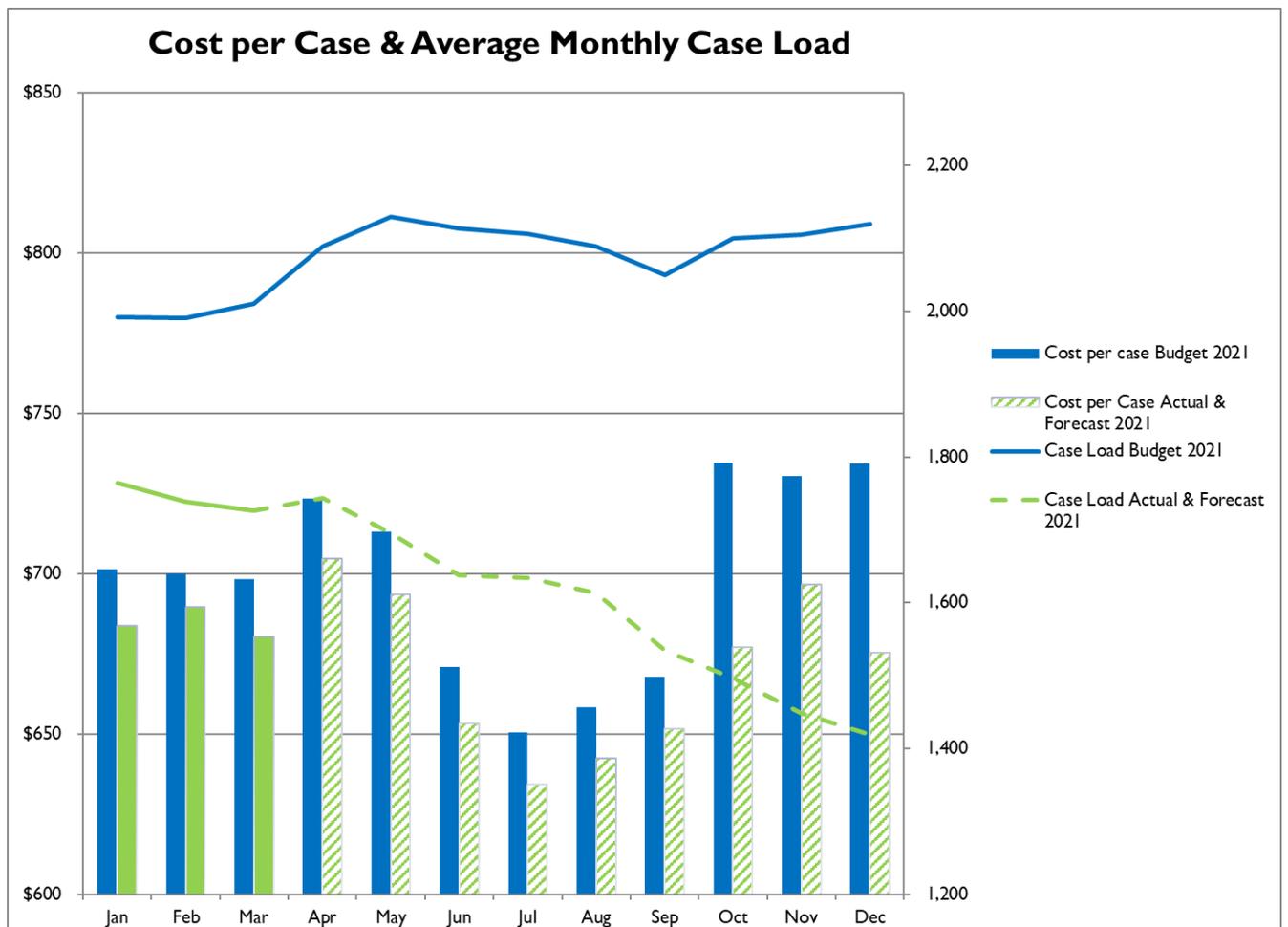
- The forecast to year end is showing an operating surplus of approximately \$900,000; however, this estimate does not include year-end adjustments such as accruals and funding that may need to be repaid as a result of surpluses.
- The overall YTD financial status of the DNSSAB shows an operating surplus of approximately \$1.5 million. This is primarily associated with timing differences between receipt of funding and expenditures. Due to the pandemic, expenditures have been delayed in 2021.
- The variances between the total YTD actual expenditures and those budgeted show expenditures lower than expected by approximately \$2.4 million.
- Expenditures in all departments are lower than expected YTD. These variances are attributable to timing differences between when expenditures were planned and when they will occur, cost saving efforts being realized, as well as the impacts of COVID-19.
- Other variance factors are noted below by program area.

**Ontario Works Programs
For the Period 1/1/21..03/31/21
Statement of Operations**

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 66,861	\$ 66,861	\$ -	\$ 200,583	\$ 267,444	\$ 267,444	\$ -
Province of Ontario	3,855,681	4,531,067	(675,386)	14,885,500	18,741,181	14,139,639	(4,601,542)
Repayments	108,121	111,498	(3,377)	337,879	446,000	511,267	65,267
Total Revenues	\$ 4,030,663	\$ 4,709,426	\$ (678,763)	\$ 15,423,962	\$ 19,454,625	\$ 14,918,350	\$ (4,536,275)
Expenditures:							
OW Financial Assistance	\$ 3,578,467	\$ 4,193,552	\$ (615,085)	\$ 13,812,654	\$ 17,391,121	\$ 13,107,700	\$ (4,283,421)
OW Discretionary Benefits	172,928	208,752	(35,824)	662,072	835,000	691,713	(143,287)
OW Mandatory Benefits	85,470	143,748	(58,278)	489,530	575,000	341,879	(233,121)
Funerals and Burials (Type B)	41,839	28,752	13,087	73,161	115,000	167,355	52,355
OW Employment Assistance Program	111,193	134,753	(23,560)	427,311	538,504	274,772	(263,732)
Total Expenditures	\$ 3,989,897	\$ 4,709,557	\$ (719,660)	\$ 15,464,728	\$ 19,454,625	\$ 14,583,419	\$ (4,871,206)
Surplus (Deficit)	\$ 40,766	\$ (131)	\$ 40,897	\$ (40,766)	\$ -	\$ 334,931	\$ 334,931

- The financial assistance forecast to year end suggests a lower than budgeted variance in expenditures of \$4.2 million, although this doesn't take into account any potential future increase in financial assistance demand due to COVID-19 benefits expiring such as the Canada Recovery Benefit (CRB). With the OW Financial Assistance expenditures now being 100% uploaded to the Ministry, there is no impact on the municipal levy.
- The YTD actual average cost per case of \$684.60 is below the budgeted average of \$699.86.
- The YTD actual average monthly caseload was 1,743 compared to the budgeted average of 1,997.
- These variances are primarily due to federal social assistance benefits available as a result of the pandemic, such as the CRB. It is expected that caseload figures as well as the cost per case will begin to climb once these federal benefits expire. The CRB is set to expire on September 25, 2021. See Fig 1 below.

Fig. 1



- Discretionary benefits are tracking below the capped amount based on \$10 per average monthly caseload, being approximately \$34,000 lower than the cumulative capped amount of shared funds.
- Type B funerals for non-social assistance recipients are not cost shared and are funded 100% through municipal dollars. To date, expenditures in this area are over budget by \$13,087. The higher costs have been offset by increased repayments (ex. CPP death benefit).
- The \$23,560 underspend in employment is primarily due to COVID-19. As a result, employment opportunities/programs have been limited so the demand for employment related programs and benefits have decreased significantly.
- OW Program delivery (next page):
 - YTD expenditures are significantly under budget as COVID-19 has drastically impacted the way programs are delivered throughout the organization. Here's a brief summary of reasons for some of the variances:
 - Salaries and benefits – There have been several vacancies within this department during the first quarter of 2021.
 - Training and travel costs have been reduced significantly as a result of COVID-19 with travel being restricted.
 - Various other expenses are lower than budget due to continued remote working and other pandemic related restrictions.

**Ontario Works Program Delivery
For the Period 1/1/21..03/31/21
Statement of Operations**

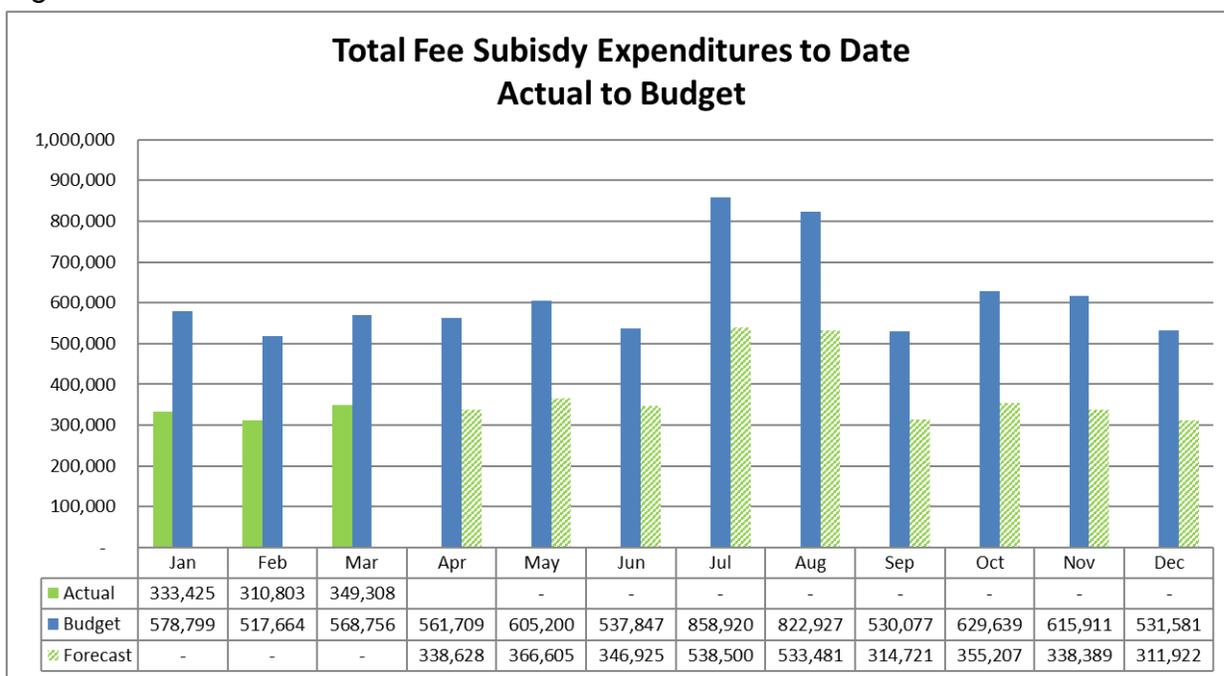
	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 712,787	\$ 712,787	\$ -	\$ 2,138,355	\$ 2,851,142	\$ 2,851,142	\$ -
Province of Ontario	1,096,765	1,093,983	2,782	3,279,175	4,375,940	4,375,940	-
Repayments	1,570	-	1,570	(1,570)	-	6,280	6,280
Lease and Other	86	-	86	(86)	-	345	345
Total Revenues	\$ 1,811,208	\$ 1,806,770	\$ 4,438	\$ 5,415,874	\$ 7,227,082	\$ 7,233,706	\$ 6,624
Expenditures:							
Salaries and Benefits	\$ 1,039,631	\$ 1,234,095	\$ (194,464)	\$ 4,059,583	\$ 5,099,214	\$ 4,899,260	\$ (199,954)
Training	605	1,503	(898)	11,143	11,748	11,748	-
Travel	-	2,826	(2,826)	11,304	11,304	11,304	-
Telephone	1,518	5,592	(4,074)	20,850	22,368	17,654	(4,714)
Technology	8,069	23,166	(15,097)	84,595	92,664	81,552	(11,112)
Accomodations	22,370	29,580	(7,210)	95,994	118,364	89,482	(28,882)
Professional Fees	1,140	31,044	(29,904)	123,036	124,176	119,976	(4,200)
General Office Expense	21,093	34,191	(13,098)	117,671	138,764	99,354	(39,410)
Amortization	758	-	758	(758)	-	3,034	3,034
Allocated Administration Costs	291,202	443,705	(152,503)	1,317,278	1,608,480	1,608,480	-
Total Expenditures	\$ 1,386,386	\$ 1,805,702	\$ (419,316)	\$ 5,840,696	\$ 7,227,082	\$ 6,941,844	\$ (285,238)
Surplus (Deficit)	\$ 424,822	\$ 1,068	\$ 423,754	\$ (424,822)	\$ -	\$ 291,863	\$ 291,863

**Children's Services Programs
For the Period 1/1/21..03/31/21
Statement of Operations**

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 373,295	\$ 373,295	\$ -	\$ 1,119,894	\$ 1,493,189	\$ 1,493,189	\$ -
Province of Ontario	3,910,379	3,399,637	510,742	9,688,146	13,598,525	13,598,525	-
Deferred Revenue	-	246,565	(246,565)	246,565	246,565	-	(246,565)
Total Revenues	\$ 4,283,674	\$ 4,019,497	\$ 264,177	\$ 11,054,605	\$ 15,338,279	\$ 15,091,714	\$ (246,565)
Expenditures:							
Fee Subsidy	\$ 801,629	\$ 1,281,721	\$ (480,092)	\$ 4,819,847	\$ 5,621,476	\$ 3,206,516	\$ (2,414,960)
Fee Subsidy - OW Formal	191,907	377,246	(185,339)	1,462,647	1,654,554	767,627	(886,927)
Fee Subsidy - OW Informal	-	6,252	(6,252)	25,000	25,000	-	(25,000)
Fee Subsidy - School Age Recreation	-	-	-	58,000	58,000	58,000	-
Special Needs	247,076	247,076	-	741,228	988,304	988,304	-
General Operating	1,024,742	523,887	500,855	1,070,814	2,095,556	2,575,413	479,857
Wage Enhancement	-	361,092	(361,092)	1,444,375	1,444,375	1,025,530	(418,845)
Pay Equity	42,780	42,782	(2)	128,342	171,122	171,122	(0)
Repair and Maintenance	-	-	-	35,000	35,000	35,000	-
Capacity Building	27,768	41,293	(13,525)	137,030	164,798	129,922	(34,876)
Journey Together - CC	135,495	135,493	2	406,484	541,978	541,978	-
Journey Together - EarlyON	107,182	107,184	(2)	321,545	428,727	428,727	-
EarlyON Programs	435,419	463,604	(28,185)	1,427,405	1,862,824	1,862,824	-
Safe Restart Funding	278,779	246,565	32,214	(32,214)	246,565	278,779	32,214
Total Expenditures	\$ 3,292,777	\$ 3,834,195	\$ (541,418)	\$ 12,045,502	\$ 15,338,279	\$ 12,069,742	\$ (3,268,537)
Surplus (Deficit)	\$ 990,897	\$ 185,302	\$ 805,595	\$ (990,897)	\$ -	\$ 3,021,972	\$ 3,021,972
Provincial settlements	-	-	-	-	-	3,021,972	-
Surplus (Deficit)	\$ 990,897	\$ 185,302	\$ 805,595	\$ (990,897)	\$ -	\$ -	\$ 3,021,972

- YTD expenditures in the child care program are lower than budgeted by \$541,418. Due to the pandemic, many families are choosing to not utilize child care services. The biggest challenge that the sector is currently facing is the lack of staff. Staff shortages were already a significant issue prior to COVID-19. Overall, this has only worsened since the pandemic began with agencies operating between 48% and 100% of their current licensed capacity. Many agencies have reported staffing pressures because of individuals being away on various leaves and the need to have additional staff in place to meet ministry guidelines and health requirements (i.e. enhance cleaning, health checks, etc.). In many instances, the lack of staffing has caused reduced program capacity or classroom closures.
- Fee subsidy costs are continuing to track well below budget as can be seen in Fig 2 below. Any surplus in the Fee Subsidy budgets are being reinvested to further support quality, affordable and sustainable licensed child care services.

Fig 2



- Expenses and funding for the emergency childcare periods will need to be reconciled with the Ministry.
- In 2020, the federal government provided Safe Restart Funding to assist with pandemic related costs. This funding was required to be spent by March 31, 2021 and since the full allocation wasn't required to support child care centres in 2020, \$278,779 was deferred to 2021 and has been fully spent before the deadline.
- The Province also provided additional funding of \$510,742 for the period of January to March 2021. This funding has been fully spent to support local child care centres.
- There has not been any news of additional COVID-19 related funding beyond March 31, 2021, but given the lower costs YTD, it is expected that the DNSSAB will be able to support local child care and EarlyON centres within its existing allocation.

**Children's Services Program Delivery
For the Period 1/1/21..03/31/21
Statement of Operations**

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 42,619	\$ 42,619	\$ -	\$ 127,863	\$ 170,482	170,482	\$ -
Province of Ontario	306,104	306,104	-	918,316	1,224,420	1,224,420	-
Total Revenues	\$ 348,723	\$ 348,723	\$ -	\$ 1,046,179	\$ 1,394,902	\$ 1,394,902	\$ -
Expenditures:							
Salaries and Benefits	\$ 167,384	\$ 181,630	\$ (14,246)	\$ 603,050	\$ 770,434	\$ 770,434	\$ -
Training	2,108	-	2,108	17,642	19,750	19,750	-
Travel	-	-	-	6,200	6,200	6,200	-
Telephone	(234)	180	(414)	954	720	720	-
Technology	6,537	63,521	(56,984)	79,876	86,413	86,413	-
Professional Fees	300	107,834	(107,534)	173,534	173,834	173,834	-
General Office Expense	485	5,265	(4,780)	18,655	19,140	18,341	(799)
Transfers to Service Providers	-	8,000	(8,000)	8,000	8,000	8,000	-
Allocated Administration Costs	56,189	71,631	(15,442)	254,222	310,411	310,411	-
Total Expenditures	\$ 232,770	\$ 438,061	\$ (205,291)	\$ 1,162,132	\$ 1,394,902	\$ 1,394,103	\$ (799)
Surplus (Deficit)	\$ 115,953	\$ (89,338)	\$ 205,291	\$ (115,953)	\$ -	\$ 799	\$ 799

- There are currently no significant variances from the budget expected for Children's Services program delivery.
- Any surplus in Program Delivery has been historically reinvested to further support quality, affordable and sustainable licensed child care services.

**Housing Services Programs
For the Period 1/1/21..03/31/21
Statement of Operations**

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 2,115,345	\$ 2,115,345	\$ -	\$ 6,199,946	\$ 8,315,291	\$ 8,315,291	\$ -
Province of Ontario	3,161,066	3,266,703	(105,637)	6,461,557	9,622,623	12,737,414	3,114,791
Federal Funding	-	46,569	(46,569)	206,255	206,255	896,497	690,242
Deferred Revenue	-	55,344	(55,344)	245,940	245,940	20,256	(225,684)
Total Revenues	\$ 5,276,411	\$ 5,483,961	\$ (207,550)	\$ 13,113,698	\$ 18,390,109	\$ 21,969,458	\$ 3,579,349
Expenditures:							
Provincially Reformed non-profit	\$ 1,462,094	\$ 1,451,055	\$ 11,039	\$ 4,342,126	\$ 5,804,220	\$ 5,887,666	\$ 83,446
Municipal Non Profit	28,568	213,055	(184,487)	288,032	316,600	259,564	(57,036)
Federal non-profit	21,265	18,918	2,347	54,409	75,674	85,058	9,384
Urban Native	236,946	255,135	(18,189)	783,591	1,020,537	962,818	(57,719)
Nipissing District Housing Corp	755,974	755,976	(2)	2,267,923	3,023,897	3,023,897	0
Commercial rent supplement	111,762	134,385	(22,623)	425,778	537,540	537,540	-
Portable Housing Benefit	5,049	15,000	(9,951)	54,951	60,000	25,652	(34,348)
Strong communities rent supplement	69,135	81,993	(12,858)	258,837	327,972	276,540	(51,432)
Northern remote - Build	30,063	31,968	(1,905)	97,809	127,872	125,964	(1,908)
CHPI	2,340,802	2,112,489	228,313	2,282,277	4,623,079	7,715,138	3,092,059
Reaching Home	121,322	33,569	87,753	32,930	154,252	844,494	690,242
Community Capacity and Innovation	1,512	12,999	(11,487)	50,491	52,003	52,003	-
IAH - Housing Allowance	25,343	4,203	21,140	(8,531)	16,812	101,372	84,560
IAH - Rental Housing	113,971	120,000	(6,029)	6,029	120,000	120,000	-
IAH - Ontario Renovates	-	-	-	75,000	75,000	-	(75,000)
SIF - Ontario Renovates	-	29,532	(29,532)	118,128	118,128	-	(118,128)
SIF - Housing Allowance	5,064	19,500	(14,436)	72,936	78,000	20,256	(57,744)
COCHI - New Build	-	-	-	372,344	372,344	372,344	-
COCHI - Rent Supplement	-	-	-	38,250	38,250	38,250	-
COCHI - Transitional Operating Funding	62,880	62,880	0	178,546	241,426	241,426	-
OPHI - Rental Housing	-	-	-	171,474	171,474	171,474	-
OPHI - Home Ownership	-	-	-	90,000	90,000	90,000	-
OPHI - Ontario Renovates	52,417	-	52,417	97,963	150,380	150,380	-
OPHI - Housing Allowance	8,250	7,500	750	21,750	30,000	30,000	-
OPHI - Housing Support Services	-	-	-	90,995	90,995	90,995	-
Gateway House	-	204,937	(204,937)	673,654	673,654	420,842	(252,812)
Total Expenditures	\$ 5,452,418	\$ 5,565,094	\$ (112,676)	\$ 12,937,691	\$ 18,390,109	\$ 21,643,673	\$ 3,253,564
Surplus (Deficit)	\$ (176,007)	\$ (81,133)	\$ (94,874)	\$ 176,007	\$ -	\$ 325,785	\$ 325,785

Housing Services Program Delivery
For the Period 1/1/21..03/31/21
Statement of Operations

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 313,767	\$ 313,767	\$ -	\$ 941,301	\$ 1,255,068	1,255,068	\$ -
Province of Ontario	53,675	159,116	(105,441)	310,048	363,723	445,090	81,367
Federal Funding	-	64,852	(64,852)	93,032	93,032	93,032	-
Total Revenues	\$ 367,442	\$ 537,735	\$ (170,293)	\$ 1,344,381	\$ 1,711,823	\$ 1,793,190	\$ 81,367
Expenditures:							
Salaries and Benefits	\$ 292,526	\$ 282,992	\$ 9,534	\$ 967,548	\$ 1,260,074	\$ 1,260,074	\$ -
Training	509	4,505	(3,996)	14,956	15,465	15,465	-
Travel	-	1,120	(1,120)	2,630	2,630	2,630	-
Telephone	(233)	360	(593)	1,673	1,440	920	(520)
Technology	2,257	15,000	(12,743)	57,743	60,000	60,000	-
Professional Fees	14,326	3,498	10,828	3,874	18,200	57,303	39,103
General Office Expense	2,114	12,427	(10,313)	37,450	39,564	36,213	(3,351)
Amortization	3,257	-	3,257	(3,257)	-	13,029	13,029
Allocated Administration Costs	56,916	82,753	(25,837)	257,534	314,450	314,450	-
Total Expenditures	\$ 371,671	\$ 402,655	\$ (30,984)	\$ 1,340,152	\$ 1,711,823	\$ 1,760,084	\$ 48,261
Surplus (Deficit)	\$ (4,229)	\$ 135,080	\$ (139,309)	\$ 4,229	\$ -	\$ 33,106	\$ 33,106

- Forecasting for a \$325,785 surplus in Housing Services programs. This is primarily due to a later actual opening date for the Gateway House compared to budget. The budget had phase I of the Gateway House completed at the beginning of 2021 with phase II completed in the summer of 2021. Now phase I will be operational in the summer of 2021 with phase II expected to be completed near the end of 2021.
- YTD deficit of \$176,007 is due to timing differences of when funding is received and when expenditures will occur.
- Forecasted overspending in CHPI and Reaching Home is offset by the one-time COVID-19 related provincial/federal funding.
- IAH, SIF, COCHI & OPHI programs are all 100% provincially funded, so any YTD over/underspends are associated with timing differences between receipt of funding and expenditures.
- Currently forecasting for a \$33,106 surplus in Housing Services Program Delivery due to additional COVID-19 related funding that was announced after the budget was prepared.
- Any program delivery surplus will be reinvested into other district housing related initiatives such as the transitional housing project, emergency shelter, or housing related reserves.

**Emergency Medical Services
For the Period 1/1/21..03/31/21
Statement of Operations**

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 1,473,276	\$ 1,473,276	\$ -	\$ 4,419,828	\$ 5,893,104	\$ 5,893,104	\$ -
Province of Ontario	1,615,230	1,427,475	187,755	4,094,670	5,709,900	6,609,607	899,707
Total Revenues	\$ 3,088,506	\$ 2,900,751	\$ 187,755	\$ 8,514,498	\$ 11,603,004	\$ 12,502,711	\$ 899,707
Expenditures:							
Consulting Fees	\$ -	\$ 150	\$ (150)	\$ 600	\$ 600	\$ -	\$ (600)
Rent	78,896	78,897	(1)	236,692	315,588	315,585	(3)
Utilities	10,937	11,759	(822)	26,737	37,674	43,747	6,073
Internet Expense	3,007	3,066	(59)	9,257	12,264	12,028	(236)
Water	1,903	2,046	(143)	6,281	8,184	7,611	(573)
Insurance	25,999	27,558	(1,559)	84,233	110,232	103,996	(6,236)
Postage & Courier	374	384	(10)	1,162	1,536	1,497	(39)
Municipal taxes	16,485	16,377	108	49,023	65,508	63,539	(1,969)
Janitorial Services	1,984	2,043	(59)	6,188	8,172	7,937	(235)
Building maintenance	16,943	17,310	(367)	52,297	69,240	67,772	(1,468)
Computer Sfw, supplies, service	16,604	15,588	1,016	45,748	62,352	82,800	20,448
Ambulance Purchases	-	369,318	(369,318)	369,318	369,318	369,318	-
Paramedic Training	733	2,250	(1,517)	8,267	9,000	2,931	(6,069)
EMS Laundry Services	126	450	(324)	1,674	1,800	1,800	-
Uniforms	10,063	9,000	1,063	25,937	36,000	40,251	4,251
Water taxi	-	-	-	8,000	8,000	8,000	-
Medical Equipment	35,671	12,000	23,671	12,329	48,000	48,000	-
Medical Equip Capital	-	37,144	(37,144)	99,424	99,424	-	(99,424)
BioMed Equip Mtncdcwe & Rpr	550	600	(50)	1,850	2,400	2,201	(199)
Stretcher Lease	4,300	4,302	(2)	12,908	17,208	75,408	58,200
Vehicle Expense	55,957	48,000	7,957	136,043	192,000	223,827	31,827
Transfers to service providers	2,532,123	2,532,126	(3)	7,596,381	10,128,504	10,128,492	(12)
Community Paramedicine	182,736	-	182,736	(182,736)	-	899,707	899,707
Total Expenditures	\$ 2,995,391	\$ 3,190,368	\$ (194,977)	\$ 8,607,613	\$ 11,603,004	\$ 12,506,447	\$ 903,443
Surplus (Deficit)	\$ 93,115	\$ (289,617)	\$ 382,732	\$ (93,115)	\$ -	\$ (3,736)	\$ (3,736)

- YTD expenditures variance of \$194,997 is due to timing differences between receipt of funding and expenditures.
- Currently forecasting for a small deficit relative to the budget. This does not take into consideration operator deficits or surpluses. Operators provide monthly financial updates to the DNSSAB and costs are fully reconciled on an annual basis via an external audit.
- The Ministry of Health (MOH) has provided funding for any COVID-19 related expenses in 2020. The DNSSAB is anticipating this funding to continue in 2021. The pandemic has not led to significant additional EMS costs in Nipissing to date. In 2020, additional EMS costs related to COVID-19 were approximately \$20,000.
- The forecasted expenses exceed the budget by \$903,433, but this is because the community paramedicine funding was approved by the Ministry of Long-Term Care after the budget was prepared. This program is 100% provincially funded.

Emergency Medical Services Program Delivery
For the Period 1/1/21..03/31/21
Statement of Operations

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 49,854	\$ 49,854	\$ -	\$ 149,562	\$ 199,416	199,416	\$ -
Province of Ontario	49,854	49,854	-	149,562	199,416	199,416	-
Total Revenues	\$ 99,708	\$ 99,708	\$ -	\$ 299,124	\$ 398,832	\$ 398,832	\$ -
Expenditures:							
Salaries and Benefits	\$ 34,211	\$ 65,822	\$ (31,611)	\$ 287,314	\$ 321,525	\$ 321,525	\$ -
Training	-	-	-	250	250	250	-
Travel	-	300	(300)	1,200	1,200	1,200	-
Technology	-	5,000	(5,000)	5,000	5,000	5,000	-
Professional Fees	-	3,000	(3,000)	12,000	12,000	12,000	-
General Office Expense	2,510	2,323	187	(97)	2,413	2,810	397
Allocated Administration Costs	10,212	15,570	(5,358)	46,232	56,444	56,444	-
Total Expenditures	\$ 46,934	\$ 92,015	\$ (45,081)	\$ 351,898	\$ 398,832	\$ 399,229	\$ 397
Surplus (Deficit)	\$ 52,774	\$ 7,693	\$ 45,081	\$ (52,774)	\$ -	\$ (397)	\$ (397)

- EMS program delivery is expected to be close to budget by year end.
- The YTD expenditure variance is due to timing differences of when positions were budgeted to be filled and when they were actually filled.
- This budget is primarily comprised of salaries and benefits to support the administration of EMS in the district. As there are no vacancies, it is anticipated that costs will remain close to budget throughout the year.
- It is not anticipated that COVID-19 will impact the EMS program delivery budget.

Corporate Services
For the Period 1/1/21..03/31/21
Statement of Operations

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Province of Ontario	\$ -	\$ 7,874	\$ (7,874)	\$ 31,499	\$ 31,499	\$ -	\$ (31,499)
Interest	30,629	30,447	182	91,166	121,795	84,629	(37,166)
Repayments	2,498	-	2,498	(2,498)	-	2,498	2,498
Lease and Other	89,800	90,300	(500)	271,400	361,200	359,200	(2,000)
Total Revenues	\$ 122,927	\$ 128,621	\$ (5,694)	\$ 391,567	\$ 514,494	\$ 446,327	\$ (68,167)
Expenditures:							
Salaries and Benefits	\$ 334,528	\$ 379,365	\$ (44,837)	\$ 1,259,363	\$ 1,593,891	\$ 1,593,891	\$ -
Training	2,582	3,599	(1,017)	18,164	20,746	20,746	-
Travel	-	-	-	4,200	4,200	4,200	-
Telephone	6,270	69,105	(62,835)	81,213	87,483	87,483	-
Technology	47,361	71,505	(24,144)	275,798	323,159	320,560	(2,599)
Accomodations	94,499	190,220	(95,721)	474,885	569,384	564,086	(5,298)
Professional Fees	20,724	18,489	2,235	74,602	95,326	83,134	(12,192)
Insurance	17,876	20,733	(2,857)	71,284	89,160	92,622	3,462
General Office Expense	14,157	21,099	(6,942)	77,326	91,483	91,863	380
Amortization	13,135	-	13,135	(13,135)	-	52,541	52,541
Allocated Administration Costs	(427,295)	(647,114)	219,819	(1,933,043)	(2,360,338)	(2,360,338)	-
Total Expenditures	\$ 123,836	\$ 127,001	\$ (3,165)	\$ 390,658	\$ 514,494	\$ 550,788	\$ 36,294
Surplus (Deficit)	\$ (909)	\$ 1,620	\$ (2,529)	\$ 909	\$ -	\$ (104,461)	\$ (104,461)

- YTD expenditures in corporate services are very close to budget with a \$3,165 variance and are forecasted to be in-line with the budget
- There are some purchases and projects that have yet to occur related to remote work arrangements and the move of Housing staff to city hall. Once these are completed, projections for corporate services costs to year end will be more accurate.
- As always, staff will continue to search for cost saving opportunities wherever possible.

Board
For the Period 1/1/21..03/31/21
Statement of Operations

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 35,730	\$ 35,730	\$ -	\$ 107,190	\$ 142,920	142,920	\$ -
Interest	7,500	7,500	-	22,500	30,000	30,000	-
Total Revenues	\$ 43,230	\$ 43,230	\$ -	\$ 129,690	\$ 172,920	\$ 172,920	\$ -
Expenditures:							
Salaries and Benefits	\$ 13,347	\$ 26,572	\$ (13,225)	\$ 59,093	\$ 72,440	\$ 66,737	\$ (5,703)
Training	407	1,018	(611)	12,301	12,708	12,708	-
Travel	-	-	-	2,740	2,740	2,740	-
Technology	-	3,396	(3,396)	13,584	13,584	13,584	-
General Office Expense	314	210	104	581	895	1,905	1,010
Allocated Administration Costs	12,776	19,463	(6,687)	57,777	70,553	70,553	-
Total Expenditures	\$ 26,844	\$ 50,659	\$ (23,815)	\$ 146,076	\$ 172,920	\$ 168,227	\$ (4,693)
Surplus (Deficit)	\$ 16,386	\$ (7,429)	\$ 23,815	\$ (16,386)	\$ -	\$ 4,693	\$ 4,693

- YTD Board costs are \$23,815 below budget and are forecasted to be approximately \$4,693 below budget by year end.

Healthy Communities Fund
For the Period 1/1/21..03/31/21
Statement of Operations

	YTD Actual	YTD Budget	Variance	Available Budget to YE	Budget 2021	Forecast to YE	Variance to Budget
Revenues:							
Municipal Levies	\$ 75,000	75,000	\$ -	\$ 225,000	\$ 300,000	\$ 300,000	\$ -
Total Revenues	\$ 75,000	75,000	\$ -	\$ 225,000	\$ 300,000	\$ 300,000	\$ -
Expenditures:							
Transfer to service providers	\$ -	75,000	\$ (75,000)	\$ 300,000	\$ 300,000	\$ 300,000	\$ -
Total Expenditures	\$ -	75,000	\$ (75,000)	\$ 300,000	\$ 300,000	\$ 300,000	\$ -
Surplus (Deficit)	\$ 75,000	-	\$ 75,000	\$ (75,000)	\$ -	\$ -	\$ -

- As of March 31, 2021 no funds have been expended from the Healthy Communities fund.
- \$130,000 of the \$300,00 annual allocation is annualized for LIPI.
- Per briefing note B07-21 that was presented in March 2021, the Board has directed staff to invest the remaining \$170,000 to where it is needed most in the district. The funds will be distributed once the results of a recent survey to the Nipissing District Homelessness and Housing Partnership (CAB) are fully known.

CONCLUSION:

The YTD expenditures are lower than anticipated by approximately \$2.4 million. These variances are attributable to timing differences between when expenditures were planned and when they will occur, cost saving efforts being realized, as well as the impact of COVID-19.

At this time the forecast to year end is suggesting a surplus of approximately \$900,000; however, this estimate does not include year-end adjustments such as accruals and funding that may need to be repaid as a result of surpluses.

Where possible, any actual savings recognized at year-end of 2021 will be deferred to 2022 as a method of stabilizing the levy contributions or reinvested into new initiatives. Subject to Board approval, any municipal surplus will be allocated towards reserves.