(Operating as Hospice Quinte)

# FINANCIAL STATEMENTS

March 31, 2021



# INDEPENDENT AUDITOR'S REPORT

To the Members of REGIONAL HOSPICE OF QUINTE INC.

### Qualified Opinion

We have audited the financial statements of **REGIONAL HOSPICE OF QUINTE INC.** (Operating as Hospice Quinte), which comprise the statement of financial position as at March 31, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Corporation as at March 31, 2021, and its results of operations and its cash flows for the year then ended in accordance with .

### **Basis for Qualified Opinion**

In common with many not-for-profit organizations, the Corporation derives revenue from donations and fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Corporation. Therefore, we were not able to determine whether any adjustments might be necessary to donations and fundraising revenue, deficiency of revenues over expenses, and cash flows from operations for the years ended March 31, 2021 and 2020, current assets as at March 31, 2021 and 2020, and net assets as at April 1 and March 31 for both the 2021 and 2020 years. Our audit opinion on the financial statements for the year ended March 31, 2020 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Corporation in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with , and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

### INDEPENDENT AUDITOR'S REPORT

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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

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

Belleville, Ontario May 31, 2021 CHARTERED PROFESSIONAL ACCOUNTANTS
LICENSED PUBLIC ACCOUNTANTS

(Operating as Hospice Quinte)

(Incorporated without share capital under laws of Ontario)

# STATEMENT OF FINANCIAL POSITION MARCH 31, 2021

### **ASSETS**

	2021	2020
CURRENT ASSETS  Cash Accounts receivable Prepaid expenses	\$ 825,137 279,590 32,358 1,137,085	\$ 647,919 63,897 387,551 1,099,367
INVESTMENTS - note 4	613,459	789,656
CAPITAL ASSETS - note 5	3,976,342 \$ 5,726,886	\$ 2,698,092
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES  Accounts payable and accrued liabilities  Deferred revenue - note 6	\$ 49,999 461,952 511,951	
LONG TERM DEBT - note 7	33,263	-
DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS - note 8	3,683,296 4,228,510	512,892 1,182,338
NET ASSETS Invested in capital assets Internally restricted - note 9 Unrestricted	478,495 424,712 595,169 1,498,376 \$ 5,726,886	322,449 574,712 618,593 1,515,754 \$ 2,698,092
Approved by the Board of Directors:		
Director Director		

(See accompanying notes)



(Operating as Hospice Quinte)

# STATEMENT OF OPERATIONS YEAR ENDED MARCH 31, 2021

	_	2021	_	2020
REVENUE				
Membership fees	\$	1,000	\$	790
Donations	Ψ	121,800	Ψ	129,709
Subsidies - Ministry of Health and Long-Term Care/SE LHIN		177,860		155,482
- ESDC		3,750		4,192
United Way grant		40,000		-
Interest		16,663		22,369
Fundraising		260		12,757
		361,333	-	325,299
EXPENSES				
Advertising		70,435		55,570
Amortization of capital assets		3,130		5,286
Equipment rental		1,393		1,048
Fundraising		18,112		5,867
Insurance		3,568		4,303
Maintenance - equipment		3,801		2,720
- building		11,642		8,799
Memberships		6,007		3,743
Office		31,976		34,719
Professional fees		22,704		33,332
Program costs		17,952		9,341
Rent		1 <b>7,</b> 777		27,577
Telephone		8,322		5,558
Travel		1,847		12,522
Training		10,775		9,217
Utilities		3,674		4,298
Wages and benefits		196,767		322,728
Volunteer	_	3,868	_	6,889
	_	433,750	_	553,517
Deficiency of revenue over expenses before other items		(72,417)	_	(228,218)
OTHER INCOME (EXPENSE)				
Loss on foreign exchange		(132)		(935)
Gain on sale of investments		•		41,519
Government assistance - note 7		26,737		-
Unrealized gain (loss) on fair value adjustment of investments	_	28,434	_	(12,765)
	_	55,039	_	27,819
DEFICIENCY OF REVENUE OVER EXPENSES	<u>\$</u>	(17,378)	\$	(200,399)

(See accompanying notes)

(Operating as Hospice Quinte)

# STATEMENT OF CHANGES IN NET ASSETS YEAR ENDED MARCH 31, 2021

	vested in ital assets	nternally testricted	Un	restricted	 2021 Total	_	2020 Total
BALANCE, beginning of year	\$ 322,449	\$ 574,712	\$	618,593	\$ 1,515,754	\$	1,426,153
Excess (deficiency) of revenue over expenses	6,046	-		(23,424)	(17,378)		(200,399)
Interfund transfers - note 9 Contribution of land - note 5	150,000	(150,000)		-	-		- 290,000
BALANCE, end of year	\$ 478,495	\$ 424,712	\$	595,169	\$ 1,498,376	\$_	1,515,754

(Operating as Hospice Quinte)

# STATEMENT OF CASH FLOWS YEAR ENDED MARCH 31, 2021

	_	2021	_	2020
CASH FLOWS FROM OPERATING ACTIVITIES				
Deficiency of revenue over expenses	\$	(17,378)	\$	(200,399)
Adjustments for:	_	(,)	*	(200,233)
Amortization of capital assets		3,130		5,286
Gain on sale of investments		-		(41,519)
Fair value adjustment of investments		(28,434)		12,765
Foreign exchange (gain) loss		132		935
Forgivable portion of loan - non-cash		(20,000)		-
Fair value adjustment to interest free loan		(6,737)		-
Stock donations received - non-cash	_	(94,281)	_	
Change in non-cash working capital components:		(163,568)		(222,932)
Accounts receivable		(215,693)		(21,563)
Prepaid expenses		355,193		(269,835)
Accounts payable and accrued liabilities		26,223		3,658
Deferred revenue	_	(183,717)		643,649
		(181,562)	_	132,977
CASH FLOWS FROM INVESTING ACTIVITIES				
Purchase of investments		(121,959)		(675,825)
Proceeds on sale of investments		420,739		632,170
Purchase of capital assets	_	(3,170,404)	_	(308,449)
	_	(2,871,624)		(352,104)
CASH FLOWS FROM FINANCING ACTIVITIES				
Proceeds of long term debt		60,000		-
Deferred contributions related to				
capital assets	_	3,170,404	_	305,127
	_	3,230,404	_	305,127
INCREASE IN CASH		177,218		86,000
CASH, beginning of year	_	647,919	_	561,919
CASH, end of year	\$	825,137	\$	647,919

(See accompanying notes)

(Operating as Hospice Quinte)

# NOTES TO FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2021

#### 1. PURPOSE OF ORGANIZATION

The Regional Hospice of Quinte Inc. assists terminally ill patients and their caregivers by giving them support and companionship, during the patients' final stages of life, in an effort to improve their quality of life.

The Corporation is a registered charity (#11911 4452 RR0001) and as such is exempt from income taxes.

#### 2. SIGNIFICANT ACCOUNTING POLICIES

### Basis of accounting

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

#### Investments

The purchase and sale of investments are accounted for using settlement date accounting.

### Capital assets and amortization

Capital assets are stated at cost. Amortization is provided on a straight line basis, at a half-year rate in the year of acquisition, using the following annual rates:

Furniture and equipment	10 years
Medical equipment	4 years
Buildings	25 years
Computer equipment	3 years

Construction in progress is not amortized until the asset is available for productive use, at which time they are amortized.

### Revenue recognition

The Corporation follows the deferral method in accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and its collection is reasonably assured.



(Operating as Hospice Quinte)

# NOTES TO FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2021

# 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Management makes accounting estimates when determining the estimated useful life of the Corporation's capital assets, accrued liabilities, deferred revenues and subsidy repayable. Actual results could differ from those estimates.

#### Donated material and services

Donated materials are recorded at fair value at the date of contribution. Donated services are not recorded by the Corporation due to the difficulty of determining their fair value.

#### Financial instruments

The Corporation measures its financial assets and financial liabilities at fair value adjusted by transaction costs in the case where a financial asset or financial liability is subsequently measured at amortized cost.

The Corporation measures all its financial assets and its financial liabilities at amortized cost except for investments quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the Statement of Operations in the period incurred.

Financial assets measured at amortized cost include cash, short-term investment and accounts receivable.

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

The fair value of the equity instruments is the closing price obtained from the applicable exchange at the date of the Statement of Financial Position.

### Government assistance

Government assistance for operating expenses received as a result of the Government of Canada COVID response program is recorded as deferred revenue and is amortized to income as eligible expenditures are incurred. No government assistance was deferred at year end. Amounts related to wage and rent subsidies are recorded as a reduction to the related expense.

(Operating as Hospice Quinte)

# NOTES TO FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2021

#### 3. FINANCIAL INSTRUMENTS

#### Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Corporation's maximum exposure to credit risk is represented by the carrying value of its cash and accounts receivable. The Corporation's cash is on deposit with Canadian chartered banks and therefore it is management's opinion that the Corporation is not subject to significant credit risk. The Corporation's accounts receivable comprise HST rebates and fundraising proceeds collected by third parties prior to the year end but not yet remitted; it is management's opinion that the Corporation is not subject to significant credit risk with respect to accounts receivable.

### Liquidity risk

Liquidity risk is the risk that the Corporation cannot meet its commitments when they become due. Liquidity risk also includes the risk of the Corporation not being able to liquidate assets in a timely manner. The Corporation's management manages this risk by reviewing expected cash flow requirements, anticipating investing and financing activities and holding assets that can be readily converted to cash.

#### Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk, interest rate risk and other price risk.

### Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Corporation's transactions are primarily denominated in Canadian dollars. The Corporation is exposed to currency risk with fluctuations in the US dollar, as investments with a fair value of Nil (2020 - \$-) are held in US investments.

#### Interest rate risk

Interest rate risk refers to the risk that the fair value of financial instruments and future cash flows associated with the instruments will fluctuate due to changes in market interest rates.

The Corporation's exposure to interest rate risk arises from its interest bearing assets.



(Operating as Hospice Quinte)

# NOTES TO FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2021

# 3. FINANCIAL INSTRUMENTS (continued)

### Other price risk

Other price risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all similar instruments traded in the market. The Corporation manages other price risk by investing in low risk investments and is exposed to price risk on its equity investments.

### Change in risk

There were no changes to the Corporation's risk exposure during the year.

#### 4. INVESTMENTS

21112211221120	2021			2020				
	Ma	rket Value	_	Cost	M <u>a</u>	rket Value	_	Cost
Preferred shares Common shares Guaranteed Investment Certificates	\$	13,040 122,951	\$	12,500 102,353	\$	9,140 8,952	\$	12,500 9,611
<ul><li>redeemable, 2.14% due August</li><li>7, 2020</li><li>redeemable, 1.65% due August</li><li>9, 2021</li></ul>		- 101,409		-		300,000 100,000		300,000 100,000
<ul><li>redeemable, 2.10% due August</li><li>9, 2021</li><li>redeemable, 2.20% due August</li><li>9, 2021</li></ul>		101,358 101,428		100,000		100,000		100,000
<ul><li>redeemable, 2.21% due</li><li>October 25, 2021</li><li>redeemable, 0.25% due</li></ul>		51,314		50,825		50,825		100,000 50,825
October 28, 2020 - cashable, 1.21% due December 17, 2020	_	25,553 96,406		25,553 96,406	_	25,489 95,250	_	25,489 95,250
	\$	613,459	\$	587,637	\$	789,656	\$	793,675

During the year, the Corporation received donations of investments with a fair value of \$94,281.

(Operating as Hospice Quinte)

# NOTES TO FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2021

# 5. CAPITAL ASSETS

Capital	assets	consist	of the	following:
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	Capital assets consist of the fol	llowing;	2021		
		<b></b> .	2020		
		Cost	Accumulated amortization	Net	Net
	Land Leasehold improvements Furniture and equipment Construction in progress	\$ 291,584 8,623 9,746 3,683,296 \$ 3,993,249	\$ - 8,623 8,284 - \$ 16,907	\$ 291,584 - 1,462 3,683,296 \$ 3,976,342	\$ 291,584 2,156 2,437 512,892 \$ 809,069
6.	DEFERRED REVENUE				
	Deferred revenue consists of th	ne following:			
				2021	2020
	Capital campaign donations Unearned fundraising revenues Ministry for Seniors and Acces			\$ 441,952 	\$ 596,504 49,165
				\$ 461,952	\$ 645,669
7.	LONG TERM DEBT				
				2021	2020
	Canada Emergency Business A interest at 0% during initial to December 31, 2022, interest term ending on December 31 January 31, 2023, \$20,000 is	erm, initial term owing at 5% dur , 2025, first payr	ending ing extended nent date is		
	initial term date.			\$ 33,263	<u>-</u>

(Operating as Hospice Quinte)

# NOTES TO FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2021

# 7. LONG TERM DEBT (continued)

The book value of the loan at March 31, 2021 is \$60,000. The loan has been discounted to reflect the below market interest over the interest free period at a rate of 5%. The fair value of the adjustment on the loan is \$6,737 and is included in other income as government assistance. The loan forgiveness adjustment is \$20,000 and is included in revenue as government assistance.

The Corporation has access to a \$3,000,000 commercial construction loan with Kawartha Credit Union. The loan bears interest at 2.95%. The balance of the loan as of March 31, 2021 is \$NiI (2020 - \$NiI).

# 8. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

Deferred contributions related to capital assets consist of:

	2021		_	2020
Balance, beginning of year Contributions received Amortization	\$	512,892 3,170,404	\$	207,765 305,127
Balance, end of year	\$_	3,683,296	\$	512,892

### 9. RESTRICTION ON NET ASSETS

During the year, the Corporation transferred \$150,000 from internally restricted net assets to invested in capital assets to support the capital campaign.

The balance of the internally restricted net assets at the end of March 31, 2021 is \$424,712 (2020 - \$574,712), representing \$212,212 for six month operating contingency reserve and \$212,500 (2020 - \$362,500) for capital projects.

#### 10. GOVERNMENT SUBSIDIES

The Corporation entered into a Memorandum of Understanding ("MOU) with Providence Care Centre ("Providence Care"), effective December 22, 2018. The palliative service funding from SE LHIN was transferred to Providence Care, effective January 1, 2019. Under the MOU, Providence Care is responsible for reporting to SE LHIN for the palliative service. However, the Corporation is responsible for administering budget, bookkeeping and preparing payroll for the palliative service and remits financial and statistical information required by the MIS Guideline for the palliative service to Providence Care on a monthly basis. Providence Care is required to transfer SE LHIN funding to the Corporation on a monthly basis.

(Operating as Hospice Quinte)

# NOTES TO FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2021

### 11. COMMITMENTS

The Corporation has entered into a contract to purchase project management services for the expansion of the Palliative Care Centre. Total professional fees are estimated to be \$157,500 excluding HST.

The Corporation has entered into a contract to purchase professional design consulting services for the expansion of the Palliative Care Centre. Total professional fees are estimated to be \$264,300 excluding HST.

The Corporation has entered into a contract to purchase construction services for the expansion of the Palliative Care Centre. Total construction fees are estimated to be \$4,650,000 excluding HST.

### 12. CAPITAL FUNDING

Tyendinaga Township has committed to providing the Corporation \$75,000 for their capital project over a period of three years commencing in 2019.

The City of Belleville has committed to providing the Corporation \$1,000,000 over a period of five years commencing in 2019. As of March 31, 2021, the Corporation has received \$325,000 of the committed funds.

The Ministry of Health has committed to provide the Corporation with \$1,200,000 for their capital project, of which \$180,000 is to be used on the planning stage and the remainder, \$1,020,000, is to be used on the implementation of the capital project. As of March 31, 2021 the Corporation has received \$660,000 of the committed funds.

(Operating as Hospice Quinte)

# NOTES TO FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2021

# 13. UNCERTAINTY DUE TO THE ECONOMIC CONSEQUENCES OF THE CORONAVIRUS DISEASE (COVID-19) OUTBREAK

In mid-March of 2020, the province of Ontario declared a state of emergency in response to the public health concerns originating from the spread of the coronavirus disease. The Corporation's fundraising activities were scaled back during the year as a result.

A high degree of uncertainty persists surrounding the full economic impact of the situation. The unpredictable nature of the spread of the disease makes it difficult to determine the length of time that the Corporation's operations will be impacted. Consequently, at the time of issuance of these financial statements, the effect that the abrupt decline in economic activity will have on the Corporation's operations, assets, liabilities, revenues and expenses are not yet known.

As at March 31, 2021, the Corporation was entitled to \$256,827 under the Canada Emergency Wage Subsidy (CEWS). The Corporation received \$227,134 from the CEWS program and recorded the additional \$29,693 under accounts receivable. There are no unfulfilled conditions attached to the CEWS, and as such the Company has recorded the full amount of this subsidy as a reduction to wages and benefits expenses.

As at March 31, 2021, the Corporation was entitled to \$8,256 under the Canada Emergency Rent Subsidy (CERS). The Corporation received \$6,858 from the CERS program and recorded the additional \$1,398 under accounts receivable. There are no unfulfilled conditions attached to the CERS, and as such the Company has recorded the full amount of this subsidy as a reduction to rent.