

# COMMUNITY SUPPORT SERVICES OF NIAGARA REGION

---

**Financial Statements**  
**March 31, 2025**

**COMMUNITY SUPPORT SERVICES OF NIAGARA REGION**  
**Financial Statements**  
**Year ended March 31, 2025**

**Contents**

	<b>Page</b>
Independent Auditor's Report	1 - 2
Statement of Financial Position	3
Statement of Operations and Surplus	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 9



## Independent Auditor's Report

### To the Members of Community Support Services of Niagara Region

#### *Qualified Opinion*

We have audited the financial statements of Community Support Services of Niagara Region, which comprise the statement of financial position as at March 31, 2025, and the statements of operations and surplus and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

Except as noted in the following paragraph, in our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at March 31, 2025 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

#### *Basis for Qualified Opinion*

In common with many charitable organizations, the Organization 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 Organization. Therefore, we were unable to determine whether any adjustments might be necessary to donations and fundraising activities, excess of revenue over expenses and cash flows from operations for the years ended March 31, 2025 and 2024, and current assets as at March 31, 2025 and 2024 and surplus as at March 31, 2025 and 2024. Our audit opinion on the financial statements for the year ended March 31, 2024 was modified accordingly because of the possible effects of this limitation in scope.

The Organization's policy with respect to the capitalization and depreciation of capital assets is described in Note 3. All capital expenditures of the Organization, including vehicles, furniture and equipment, are expensed in the year purchased and included in the statement of operations. In this respect, the financial statements are not in accordance with Canadian accounting standards for not-for-profit organizations. Canadian accounting standards for not-for-profit organizations require the vehicles, furniture and equipment be recorded as capital assets on the statement of financial position and amortized on a rational and systematic basis over their estimated useful lives. The effect of this departure in the accounts of the Organization would result in the recording of assets on the statement of financial position at March 31, 2025 in the amount of \$59,387, opening surplus would be increased by \$70,200 and the excess of revenue over expenses for the year ended March 31, 2025 would be decreased by \$10,813.

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

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, 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.

200 Hwy. 20 East, Suite 203  
Fonthill, ON L0S 1E6

Tel: 905.641.8895

Fax: 905.641.9309

[rbwllp.com](http://rbwllp.com)

## Independent Auditor's Report — continued

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

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

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

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

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

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

*Root Bissonnette Walker LLP*

Root Bissonnette Walker LLP  
Licensed Public Accountants  
Fonthill, Ontario  
June 23, 2025

200 Hwy. 20 East, Suite 203  
Fonthill, ON L0S 1E6

Tel: 905.641.8895  
Fax: 905.641.9309

[rbwllp.com](http://rbwllp.com)

**COMMUNITY SUPPORT SERVICES OF NIAGARA REGION**  
**Statement of Financial Position**  
**As at March 31, 2025**

	<u>2025</u>	<u>2024</u>
<b>ASSETS</b>		
Current assets		
Cash	\$ 302,713	\$ 400,187
Short term investments (note 4)	307,134	441,279
Accounts receivable	75,598	58,582
Government remittances receivable	42,002	29,168
Prepaid expenses	<u>8,895</u>	<u>7,164</u>
	<b>\$ 736,342</b>	<b>\$ 936,380</b>
<b>LIABILITIES AND MEMBERS' SURPLUS</b>		
Current liabilities		
Accounts payable and accrued liabilities (note 5)	\$ 237,613	\$ 309,793
Funding repayable	8,443	223,558
Deferred revenue (note 6)	<u>94,157</u>	<u>81,365</u>
	<b>340,213</b>	<b>614,716</b>
Commitments (note 8)		
Members' surplus	<u>396,129</u>	<u>321,664</u>
	<b>\$ 736,342</b>	<b>\$ 936,380</b>
On behalf of the Board		
_____ Director	_____ Director	

**COMMUNITY SUPPORT SERVICES OF NIAGARA REGION**  
**Statement of Operations and Surplus**  
**Year ended March 31, 2025**

	<b>2025</b>	<b>2024</b>
Revenue		
Ministry of Health and Long-Term Care	\$ 2,332,197	\$ 2,253,867
Client fees	922,185	839,915
Donations and fundraising	115,828	56,727
Other grants	59,000	96,645
Other income	48,097	96,708
	<u>3,477,307</u>	<u>3,343,862</u>
Direct program expenses		
Food costs	449,825	464,924
Program supplies	153,138	203,579
Transportation costs	131,149	187,773
Wages and benefits	1,912,796	1,740,118
	<u>2,646,908</u>	<u>2,596,394</u>
General and administrative expenses		
Bad debt	1,250	3,136
Board and staff training	8,186	5,081
Building operations	177,037	181,212
Client subsidies (note 9)	243,156	62,444
Consulting fees	-	13,500
Insurance	14,278	17,798
Marketing	7,507	4,254
Office supplies	41,343	53,706
Professional fees	88,195	111,557
Staff travel	38,534	35,054
Volunteer program	10,387	5,725
Wages and benefits	139,404	113,483
	<u>769,277</u>	<u>606,950</u>
Excess of revenue over expenses from operations	<u>61,122</u>	<u>140,518</u>
Other income (expenses)		
Unrealized gain on investments	15,788	21,453
Repayment of funding	-	(92,307)
Investment fees	(2,445)	(2,458)
	<u>13,343</u>	<u>(73,312)</u>
Excess of revenue over expenses	<u>74,465</u>	<u>67,206</u>
Surplus, beginning of year	<u>321,664</u>	<u>254,458</u>
Surplus, end of year	<u>\$ 396,129</u>	<u>\$ 321,664</u>

**COMMUNITY SUPPORT SERVICES OF NIAGARA REGION****Statement of Cash Flows  
Year ended March 31, 2025**

	<b>2025</b>	<b>2024</b>
Operating activities		
Excess of revenue over expenses	\$ 74,465	\$ 67,206
Item not involving cash		
Unrealized gain on investments	<u>(15,788)</u>	<u>(21,453)</u>
	<b>58,677</b>	45,753
Net change in non-cash working capital items		
Accounts receivable	(17,016)	15,666
Government remittances	(12,834)	(11,675)
Prepaid expenses	(1,731)	2,198
Accounts payable and accrued liabilities	(72,180)	129,842
Funding repayable	(215,115)	92,293
Deferred revenue	<u>12,792</u>	<u>(69,321)</u>
Cash flows from operating activities	<u>(247,407)</u>	204,756
Investing activity		
Redemption (purchase) of short term investments and cash flows from investing activity	<u>149,933</u>	<u>(149,734)</u>
Net change in cash during the year	<b>(97,474)</b>	55,022
Cash, beginning of year	<u>400,187</u>	<u>345,165</u>
Cash, end of year	<u><b>\$ 302,713</b></u>	<u>\$ 400,187</u>

## COMMUNITY SUPPORT SERVICES OF NIAGARA REGION

### Notes to Financial Statements

Year ended March 31, 2025

#### 1. Nature of operations

Community Support Services of Niagara Region is a non-profit registered charity incorporated in the Province of Ontario and is exempt from income tax under Section 149(1)(f) of the Canadian Income Tax Act. The Organization provides community support services to seniors and adults with disabilities living in the Niagara Region. These services include Meals on Wheels, congregate dining, grocery delivery, transportation, friendly visiting, home maintenance and repair, homemaking and call and reassurance.

#### 2. Basis of presentation

The Organization has prepared its financial statements in accordance with Canadian accounting standards for not-for-profit organizations.

#### 3. Summary of significant accounting policies

##### Revenue recognition

The Organization follows the deferral method of accounting for contributions. Restricted contributions are deferred and recognized as revenue when the related expenses are incurred. Unrestricted contributions are recognized as revenue when received.

Grant revenue from the Ministry of Health and Long-Term Care is recognized based on actual program expenditures incurred with unspent funds recorded as funding repayable and a corresponding expense in other expenses.

Client fees are recognized after the service is performed.

##### Short term investments

Short term investments consists of term deposits and mutual funds. Term deposits are recorded at amortized cost and mutual funds are recorded at fair value, with changes to fair value recorded as other income.

Short term investments include an externally restricted amount of \$71,865 (2024 - \$71,865) designated for Meals on Wheels.

##### Capital assets

Capital assets are expensed in the year purchased. During the year, the Organization purchased computer equipment in the amount of \$4,720 (2024 - \$57,606). The net outlay has been included in expenses in the financial statements in the current year.

##### Contributed services

Directors, committee members and staff volunteer their time to assist in the Organization's activities. While these services benefit the Organization considerably, a reasonable estimate of their amount and fair value cannot be made and, accordingly, these contributed services are not recognized in the financial statements.

## COMMUNITY SUPPORT SERVICES OF NIAGARA REGION

### Notes to Financial Statements

Year ended March 31, 2025

#### 3. Summary of significant accounting policies — continued

##### Accounting estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reported period. These estimates are reviewed periodically and are reported in earnings in the period in which they become known. Actual results could differ from these estimates. Management estimates and assumptions are used when accounting for items such as revenue recognition, contingent liabilities and allowances for doubtful accounts.

#### 4. Short term investments

	<u>2025</u>	<u>2024</u>
Mutual funds	\$ 241,435	\$ 228,304
Redeemable GIC 18, interest at 4.25%, maturing February 2026	54,346	52,125
Redeemable GIC 19, interest at 3.85%, maturing May 2025	3,487	3,352
Redeemable GIC 22, interest at 3.85%, maturing July 2025	7,866	-
GIC 16 - redeemed during the year	-	7,498
GIC 20 - redeemed during the year	-	50,000
Redeemable GIC 21 - redeemed during the year	-	100,000
	<u>\$ 307,134</u>	<u>\$ 441,279</u>

#### 5. Accounts payable and accrued liabilities

	<u>2025</u>	<u>2024</u>
Accounts payable	\$ 151,425	\$ 206,003
Accrued wages and vacation	48,003	75,245
Accrued charges	22,955	14,355
Employee payroll deductions	15,229	14,190
	<u>\$ 237,613</u>	<u>\$ 309,793</u>

#### 6. Deferred revenue

	<u>2025</u>	<u>2024</u>
Meals on Wheels bequest	\$ 71,865	\$ 71,865
United Way	125	9,500
New Horizons for Seniors Program	14,667	-
Niagara Community Foundation	7,500	-
	<u>\$ 94,157</u>	<u>\$ 81,365</u>

## COMMUNITY SUPPORT SERVICES OF NIAGARA REGION

Notes to Financial Statements  
Year ended March 31, 2025

### 7. Funding repayable

Grant subsidies received from the Ministry of Health and Long-term Care, to be used to support the operations of the Organization, are received during the year based on the operating budget but are repayable if actual expenses incurred are less than funding received. The balance repayable for the year ended March 31, 2025 amounted to \$nil (2024 - \$92,293). The repayable funding amount is expected to be recovered by the funder through a reduction of payments made to the Organization in a future period.

### 8. Commitments

The Organization has entered into various vehicle lease agreements. The leases expire May 2026.

The Organization has entered into various agreements to lease their premises. The leases expire between March 2026 to October 2026.

The Organization has entered into various equipment lease agreements. The leases expire between December 2026 to August 2030.

The Organization has entered into an agreement with Pathstone Mental Health as an independent contractor to provide financial services. The agreement expires in August 2027.

In the event the Organization loses its funding from the Ministry of Health and Long-Term Care, both the premises leased and the independent contractor agreement include a clause that allows the Organization to terminate the agreements with minimal notice.

The above leases require the following annual payments:

	Vehicles	Offices	Financial services	Equipment	Total
2026	\$ 19,428	\$ 41,077	\$ 74,100	\$ 5,363	\$ 139,968
2027	3,238	-	74,100	4,247	81,585
2028	-	-	30,875	899	31,774
2029	-	-	-	899	899
2030	-	-	-	337	337
	<u>\$ 22,666</u>	<u>\$ 41,077</u>	<u>\$ 179,075</u>	<u>\$ 11,745</u>	<u>\$ 254,563</u>

### 9. Client subsidies

The Let's Go Home program is established to offset clients fees for up to 6 weeks when registered for the program. As a result, client subsidies are increased year over year to offset the client revenue.

### 10. Economic dependence

The Organization receives the majority of its revenue through a funding agreement from the Ministry of Health and Long-Term Care. The Organization's continued operations are dependent on this funding agreement and on satisfying the terms of the agreement.

## **COMMUNITY SUPPORT SERVICES OF NIAGARA REGION**

### **Notes to Financial Statements**

**Year ended March 31, 2025**

#### **11. Financial instruments risks and uncertainties**

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments. There have been no significant changes to risk exposure from the prior year.

##### Market risk

Market risk is the risk that the value of a financial instrument will fluctuate as a result of changes in market prices, whether the factors are specific to the instrument or all instruments traded in the market. The Organization holds investments in mutual funds quoted in an active market exposing the Organization to price risks as these investments are subject to price changes in an open market. The Organization does not use derivative financial instruments to alter the effects of this risk.

It is management's opinion that the Organization is not exposed to significant interest rate, liquidity, currency or credit risks arising from its financial instruments.

#### **12. Comparative amounts**

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.