FINANCIAL STATEMENTS

For The Year Ended December 31, 2004

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AUDITORS' REPORT

To the Members of the Manitoulin-Sudbury District Social Services Administration Board and Members of Councils, Inhabitants and Ratepayers of Participating Municipalities as listed in Note 2.

We have audited the statement of financial position of the **Manitoulin-Sudbury District Social Services Administration Board** as at December 31, 2004 and the statements of current fund operations, continuity of reserves and changes in financial position for the year then ended. These financial statements are the responsibility of the Board's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the **Manitoulin-Sudbury District Social Services Administration Board** as at December 31, 2004 and the results of its operations for the year then ended in accordance with Canadian accounting principles disclosed in note 1 to the financial statements.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The current year's supplementary information included on Schedules 1 to 12 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such supplementary information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

HEALE and HOULE Chartered Accountants

STATEMENT OF FINANCIAL POSITION

As at December 31, 2004

	2004 \$	2003 \$
ASSETS		
Current assets Cash and bank Accounts receivable Due from participating municipalities Prepaid expenses Prepaid assistance	6,442,826 367,144 65,798 100,428 150,421	5,414,823 322,600 36,969 84,397 170,217
Total Assets	7,126,617	6,029,006
LIABILITIES		
Current liabilities Accounts payable and accrued liabilities Due to Province of Ontario (note 6) Deferred revenue	2,045,207 96,597 778,971 2,920,775	1,117,420 336,529 560,318 2,014,267
BOARD POSITION		
Operating fund Reserves (note 3) Fund balances and Board position	769,534 3,436,308 4,205,842	697,345 3,317,394 4,014,739
Total Liabilities and Board Position	7,126,617	6,029,006
Contingent liability (note 7)		
Approved by the Board:		

The accompanying notes are an integral part of the financial statements.

STATEMENT OF CURRENT FUND OPERATIONS For the year ended December 31, 2004

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE	•	•	•
Ontario Works and Disability			
Support Programs	16,518,235	16,192,241	15,955,757
Land Ambulance / EMS Services	8,232,570	7,766,579	6,743,817
Social Housing	3,841,423	4,189,654	3,992,978
Child Care Programs	1,511,734	1,633,768	1,452,074
Homelessness Program	60,000	65,772	60,000
Eligibility Review / Family Support	37,500	37,500	27,500
Enhancement Program	_	106,417	281,725
Other Revenue	_	24,456	215,055
Total revenue	30,201,462	30,016,387	28,728,906
EXPENDITURES			
Ontario Works and Disability Support			
Programs	16,483,235	15,709,456	15,589,112
Land Ambulance / EMS Services	7,850,953	8,097,885	6,661,716
Social Housing	3,766,103	3,618,457	3,731,284
Child Care Programs	1,511,734	1,512,873	1,366,764
Homelessness Program	60,000	65,051	60,000
Eligibility Review / Family Support	37,500	37,500	27,500
Enhancement Program	_	106,417	281,725
Other Expenditures	_	1,135	434,364
Total expenditures	29,709,525	29,148,774	28,152,465
NET REVENUES (EXPENDITURES)	491,937	867,613	576,441
FINANCING AND TRANSFERS			
Transfers from reserves	_	495,128	605,630
Transfers to reserves	(491,937)	(593,207)	(484,726)
Refund of prior years municipal			
apportionment	(697,345)	(697,345)	(929,934)
Net financing and transfers	(1,189,282)	(795,424)	(809,030)
CHANGE IN OPERATING FUND	(697,345)	72,189	(232,589)
SURPLUS (DEFICIT) BEGINNING OF YEAR	697,345	697,345	929,934
SURPLUS (DEFICIT) END OF YEAR		769,534	697,345

The accompanying notes are an integral part of the financial statements.

STATEMENT OF CONTINUITY OF RESERVES

For the year ended December 31, 2004

			Gene	eral				Social Housing			 Land Ambulance - EMS				Ontario Works		
	Working Funds Replacement	TWOMO Repayment	Collective Agreement	Employee Standards Act and Pay Equity	OW Central Tech Refresh	EMS Tech Refresh	Federal Capital Funds	Severance Funds	Non-Profit Capital Reserve Funds	Property Reserve	Working Funds	Patient Care Equipment	Severance Funds	Vehicle Replacement	MOHLTC Funding	Vehicle Replacement	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance, beginning of year	1,228,480	122,370	20,000	111,870	42,000	_	333,722	22,200	101,398	69,248	331,207	93,635	396,342	243,244	176,678	25,000	3,317,394
Revenue Interest earned	-	-	-	-	-	_	5,840	389	1,774	_	_	1,639	6,936	4,257	_	_	20,835
Appropriations from (to) current		_	_	_	(19,410)	32,443	<u>310,068</u>		65,446	<u> </u>	(191,681)	54,832		(124,528)	(64,091)	_35,000	98,079
Balance, end of year	1,228,480	122,370	20,000	111,870	22,590	32,443	649,630	22,589	168,618	69,248	139,526	150,106	403,278	122,973	112,587	60,000	3,436,308

The accompanying notes are an integral part of the Financial statements.

STATEMENT OF CHANGES IN FINANCIAL POSITION

For the year ended December 31, 2004

	2004 \$	2003 \$
OPERATIONS		
Net revenues / (expenditures)	888,448	606,609
Uses: Increase in accounts receivable Increase in prepaid expenses Decrease in accounts payable	(73,373) (16,031)	(58,320) (445,031)
	(89,404)	(503,351)
Sources: Decrease in accounts receivable Decrease in prepaid assistance Increase in accounts payable Increase in deferred revenue	19,796 687,855 218,653 926,304	109,476 17,218 - 104,538 231,232
Net increase (decrease) in cash from operations	1,725,348	334,490
Financing and Transfers Refund of prior years municipal apportionment	697,345	929,934
Net change in cash and cash equivalent	1,028,003	(595,444)
Opening cash and cash equivalents	5,414,823	6,010,267
Closing cash and cash equivalents	6,442,826	5,414,823

The accompanying notes are an integral part of the financial statements.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2004

The Board administers Social Services, Land Ambulance Services, Social Housing and Child Care Programs for the participating municipalities.

1. Accounting policies

The financial statements of the Board are the representation of management prepared in accordance with accounting policies prescribed for Ontario municipalities by the Ministry of Municipal Affairs and Housing. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgements.

(a) Basis of consolidation

These financial statements reflect the assets, liabilities, sources of financing and expenditures of the revenue fund and reserves.

All interfund assets and liabilities and sources of financing and expenditures have been eliminated.

(b) Basis of accounting

(i) Accrual basis of accounting

Sources of financing and expenditures are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures 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.

(ii) Capital assets

The historical cost and accumulated amortization of capital assets are not reported for Board purposes. Capital assets are reported as an expenditure on the statement of operations in the year of acquisition.

(c) Provincial subsidies

Provincial Ministries subsidize the operations of the **Manitoulin-Sudbury District Social Services Administration Board.** Since the operations are reviewed by the Ministries in the subsequent fiscal period, subsidy adjustments, if any, are recorded in the year in which the adjustments are determined.

ADMINISTRATION BOARD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2004

2. Municipal apportionment

3.

Municipal apportionment is allocated to programs as follows:	2004 \$	2003 \$
Ontario Works Land Ambulance Social Housing Administration Child Care	4,028,986 2,626,649 1,539,818 (107,300) 451,942 8,540,095	4,115,963 2,130,288 1,630,044 (25,000) 454,366 8,305,661
Municipal percentage share	2004 %	2003 %
Township of Sables-Spanish Rivers Township of Baldwin Township of Nairn and Hyman Municipality of Markstay - Warren Municipality of St. Charles Municipality of French River Town of Chapleau Township of Cockburn Island Township of Barrie Island Township of Burpee and Mills Township of Gordon Town of Gore Bay Township of Billings Township of Central Manitoulin Township of Tehkummah Township of Northeastern Manitoulin and the Islands Township of Assiginack Municipality of Killarney Other unorganized areas within the Manitoulin-Sudbury Districts	15.349 6.105 1.216 1.662 4.972 3.358 9.194 4.537 0.503 0.419 1.625 2.349 1.918 3.010 7.169 1.710 11.314 3.695 6.106 13.789	14.928 6.240 1.174 1.647 4.909 3.882 8.961 4.490 0.503 0.431 1.606 2.299 1.827 2.970 7.093 1.633 10.969 3.659 5.973 14.806
Reserves Reserves set aside for specific purposes by the Board:	2004 \$	2003 \$
General Social Housing Land Ambulance Ontario Works	1,537,753 910,085 928,470 60,000 3,436,308	1,524,720 526,568 1,241,106 25,000 3,317,394

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2004

4. Pension Agreements

The Board makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of the 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 amount contributed to OMERS for 2004 was \$303,574 (2003 - \$37,360) for current service.

5. Commitments

The Board rents office and EMS service space under leases with terms as follows:

<u>Location</u>	<u>Annual rent</u>	Expiry date
Little Current	\$17,430	2006
Little Current	\$56,284	2010
Noelville	\$36,757	2005
Hagar	\$55,332	2022
Mindemoya	\$40,011	2017

In addition the Board rents office and EMS space in several locations under month to month leases with no specific term.

6. Due to the Province of Ontario

	2004 \$	2003 \$
LEAP Program	_	14,800
OW/ODSP Program	69,818	198,331
Early Years Program	· -	6,003
Child Care Programs	<u> 26,779</u>	117,395
Total due to (from) MCSS	<u>96,597</u>	336,529

7. Contingent liability

The Board is contingently liable for accumulated sick leave in the amount of \$233,799 for EMS employees. Accumulated sick leave is only payable to cover illness related absences and there is no liability to pay any amounts to employees on change or termination of employment.

No liability is reflected in these financial statements for the accumulated sick leave to EMS employees.

ONTARIO WORKS AND ONTARIO DISABILITY SUPPORT PROGRAM STATEMENT OF REVENUE AND EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE			
Provincial Subsidy - ODSP - OW General - OW Employment programs - OW Administration - FSW - CVP Funding - Leap Subsidy - LSS and OW equipment Municipal Apportionment EXPENDITURES ODSP OW General OW Employment programs (Schedule 1A) Administration (Schedule 1A) National Child Benefit LSS and OW equipment expenses	7,806,206 3,468,800 480,000 667,243 - 50,000 - 17,000 4,028,986 16,518,235 9,980,819 4,336,000 400,000 1,632,416 134,000 - 16,483,235	7,718,180 3,263,326 405,433 667,244 6,500 50,000 4,496 48,076 4,028,986 16,192,241 9,886,042 3,837,671 329,144 1,433,197 127,248 96,154 15,709,458	7,597,304 3,203,565 365,083 667,242 6,600 4,115,963 15,955,757 9,726,493 3,984,846 300,000 1,442,932 134,841 15,589,112
NET REVENUE (EXPENDITURE)	35,000	482,785	366,645
FINANCING AND TRANSFERS Transfer from reserves Transfer to reserves	(35,000) (35,000)	43,633 (67,601) (23,968)	(46,000) (46,000)
PROGRAM SURPLUS (DEFICIT)		458,817	320,645

ANALYSIS OF ONTARIO WORKS ADMINISTRATION EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
Administration Funded Expenses			
Salaries and benefits Board travel, meetings, honoraria Travel and training Intake Screening Unit Audit and accounting fees Legal and consulting fees Bank interest and service charges Insurance Accommodation costs Computer software and hardware Advertising Office supplies and postage Telephone and communications Security systems Office furniture	1,241,571 30,315 67,315 60,000 4,450 9,000 - 12,000 69,153 67,809 3,000 39,279 28,524 -	1,082,039 25,597 61,672 59,565 5,696 9,668 861 11,896 65,997 12,472 1,595 53,643 28,692 —	947,226 54,508 69,224 57,787 7,656 1,603 1,352 9,267 76,531 76,950 1,474 40,016 66,050 17,643 15,645
Employment Funded Expenses Salaries and benefits CPE and ERE training	1,632,416 47,489 352,511	1,433,197 45,162 283,982	1,442,932 158,771 141,229
	400,000	329,144	300,000

LAND AMBULANCE / EMS SERVICES

STATEMENT OF REVENUE AND EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE			
Provincial Subsidy- Operating	4,480,996	4,422,527	4,413,370
- Equipment replacement	· · · -	· · · -	121,948
 Severance payments 	_	_	11,767
 Lease payments 	51,006	51,006	46,643
- Wikwemikong	935,519	631,539	_
Other	138,400	34,858	19,801
Municipal apportionment	2,626,649	2,626,649	2,130,288
	8,232,570	7,766,579	6,743,817
EXPENDITURES			
Salaries and benefits	5,796,939	5,835,143	161,426
Wikwemikong expenses	935,519	631,539	_
Service provider contracts	_	(101,277)	5,640,691
Vehicle purchases	_	406,145	448,954
Equipment purchases	_	45,168	29,326
Administrative expenses	160,907	133,455	61,236
New station costs	_	43,798	_
Transportation and communication	122,700	132,374	2,292
Vehicle expenses	283,889	362,766	_
Building expenses	366,700	364,730	95,936
Medical supplies and equipment	53,900	135,162	_
Other supplies and equipment	66,406	60,828	_
Professional fees	1,000	18,881	5,093
Other expenses	62,993	12,531	216,762
Computer software and hardware		16,642	_
	7,850,953	8,097,885	6,661,716
NET REVENUE (EXPENDITURES)	381,617	(331,306)	82,101
FINANCING AND TRANSFERS			
Transfer from reserves	_	450,360	285,996
Transfer to reserves	(381,617)	(136,456)	(368,097)
Transier to reserves	(381,617)	313,904	(82,101)
PROGRAM SURPLUS (DEFICIT)		(17.402)	<u> </u>
I NOCINAIN SUIVELUS (DEI IOIT)		(17,402)	

SOCIAL HOUSING PROGRAMS

STATEMENT OF REVENUE AND EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE			
Provincial subsidy - MMAH	_	33,411	107,256
Federal subsidy	1,281,905	1,281,895	1,217,242
Municipal apportionment	1,539,818	1,539,818	1,630,044
Rental income	1,004,700	1,009,462	1,011,491
Property sales	_	310,068	_
Vehicle sales	_	-	18,000
Other	15,000	15,000	15,000
	3,841,423	4,189,654	3,999,033
EXPENDITURES			
Transfer to Non-Profit Housing	730,234	637,816	718,479
Housing rent supplement	46,305	32,121	33,699
Urban native rent supplement	297,315	283,244	207,588
Housing mortgage costs	624,765	624,765	624,770
Administration	65,445	71,591	165,630
Utilities	482,718	467,038	433,265
Maintenance materials and services	264,483	280,241	290,367
Capital expenditures	299,970	299,716	346,883
Municipal taxes	146,593	134,762	133,265
Wages and benefits	632,520	573,595	519,697
Insurance	57,500	52,039	41,347
Other	· -	4,092	· –
Sultan Water - capital	_	33,411	106,588
Office rent	26,434	29,921	42,459
Bad debts	600	9,739	7,385
Professional fees	10,500	19,685	_
Transportation and equipment	80,721	64,681	65,917
	3,766,103	3,618,457	3,737,339
NET REVENUE (EXPENDITURE)	75,320	571,197	261,694
FINANCING AND TRANSFERS Transfer to reserves	(75,320)	(385,388)	(70,629)
PROGRAM SURPLUS (DEFICIT)		185,809	191,065

CHILD CARE PROGRAMS

STATEMENT OF REVENUE AND EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE Provincial Subsidy- Ontario Works - Resource Centre - Health and Safety - Reg - ELCC - Special Needs - Fee Subsidy - Wage Subsidy - Administration - Pay Equity Subsidy - ELCC Stability Subsidy - Reg	97,140 221,202 — 74,260 461,711 162,746 42,733 —	17,068 221,202 30,483 9,418 74,252 433,214 165,389 42,733 74,067 80,500	42,648 221,202 91,789 - 59,176 374,106 166,051 42,734 -
- H & S Municipal Apportionment	451,942	33,500 451,942	454,368
EXPENDITURES Salaries and benefits Ontario Works Purchase of service Special Needs Resources Resource Centres Wage Subsidies Health and Safety - ELCC - Reg - Reg 100% Administrative Costs Pay Equity ELCC Expenses - Reg - H & S	1,511,734 187,261 121,424 577,139 92,825 276,503 203,432 53,150 1,511,734	1,633,768 76,592 21,334 537,748 92,821 276,503 203,432 9,418 6,670 31,433 50,955 74,067 98,400 33,500 1,512,873	1,452,074 126,930 53,310 467,632 73,970 276,503 206,737 - 109,162 52,520 1,366,764
NET REVENUE (EXPENDITURE)	-	120,895	85,310
FINANCING AND TRANSFERS Transfer to reserves		(3,762)	
PROGRAM SURPLUS (DEFICIT)		117,133	85,310

HOMELESSNESS PROGRAM

STATEMENT OF REVENUE AND EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE			
Provincial Subsidy - Homelessness	60,000	61,621	_
Provincial Subsidy - Rent bank	-	1,174	_
Provincial Subsidy - Energy Program	<u>—</u>	2,977	
	60,000	65,772	_
EXPENDITURES Salaries and benefits Equipment and supplies Rent bank Energy program	6,000 54,000 - - - 60,000	7,533 53,367 1,174 2,977 65,051	- - - - -
PROGRAM SURPLUS (DEFICIT)		721	

ELIGIBILITY REVIEW OFFICER / FAMILY SUPPORT PROGRAM

STATEMENT OF REVENUE AND EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE			
Provincial Subsidy - FSW	12,500	12,500	2,500
- ERO	25,000	25,000	25,000
	37,500	37,500	27,500
EXPENDITURES			
Salaries and wages - FSW	12,500	_	2,500
Salaries and wages - ERO	25,000	37,500	25,000
	37,500	37,500	27,500
PROGRAM SURPLUS (DEFICIT)			

ENHANCEMENT PROGRAM

STATEMENT OF REVENUE AND EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE Provincial Subsidy - Enhancement		106,417	281,725
EXPENSES			
Salaries and benefits		106,417	281,725
			281,725
PROGRAM SURPLUS (DEFICIT)			

STATEMENT OF OTHER REVENUE AND EXPENDITURES

STATEMENT OF REVENUE AND EXPENDITURES

	2004 Budget \$	2004 Actual \$	2003 Actual \$
REVENUE Restructuring fund Interest income TWOMO Election Subsidy GST rebate Other Municipal apportionment	59,300 - 48,000 - (107,300)	86,275 - 45,281 200 (107,300)	99,686 125,369 15,000 - - (25,000)
		24,456	215,055
EXPENDITURES Computer software and hardware Pay equity One - time capital TWOMO election	- - - - -	1,135 - - - - 1,135	18,130 401,190 15,044 434,364
NET REVENUE (EXPENDITURE)		23,321	(219,309)
FINANCING AND TRANSFERS Transfer from reserves Transfer to reserves		1,135 1,135	319,634 319,634
SURPLUS (DEFICIT)		24,456	100,325