

**Halton Women's Place**  
**Financial Statements**  
For the year ended March 31, 2019

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To the Directors of  
Halton Women's Place

### **Independent Auditors' Report**

#### **Qualified Opinion**

We have audited the accompanying financial statements of Halton Women's Place (the Organization), which comprise the statement of financial position as at March 31, 2019, and the statements of operations, changes in net assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Halton Women's Place as at March 31, 2019 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.

#### **Basis for Qualified Opinion**

In common with many not-for-profit organizations, Halton Women's Place derives revenue from fundraising and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to amounts recorded in the records of Halton Women's Place. Therefore, we were not able to determine whether any adjustments might be necessary to revenue and excess of revenues over expenditures, assets, and net assets for the year ended March 31, 2019.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' 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 these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, 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 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.

**Auditors' 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 Auditing Standards (CASs), 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.
- 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.

May 24, 2019  
Burlington, Ontario



Chartered Professional Accountants  
Licensed Public Accountants

**Halton Women's Place  
Statement of Financial Position  
March 31, 2019**

	Operating Fund		Restricted Funds					Combined Funds			
	2019	2018	Property Maintenance 2019	Capital Assets 2019	Contingency Reserve 2019	Public Education 2019	Agency Resource 2019	Total 2019	Total 2018	Total 2019	Total 2018
<b>Assets</b>											
<b>Current assets</b>											
Cash and cash equivalents	\$ 311,920	\$ 381,033	\$ 3,168	\$ -	\$ 249,120	\$ -	\$ -	\$ 252,288	\$ 260,342	\$ 564,208	\$ 641,375
Short-term investments	795,768	483,663	695,132	-	1,574,385	-	-	2,269,517	2,166,432	3,065,285	2,650,095
Receivables	53,253	50,092	-	-	-	-	-	-	-	53,253	50,092
Interfund receivables (Note 2)	17,377	17,377	-	-	13,310	561,569	101,828	676,707	434,545	694,084	451,922
Prepaid expenses	51,159	39,397	-	-	-	-	-	-	-	51,159	39,397
	<b>1,229,477</b>	<b>971,562</b>	<b>698,300</b>	<b>-</b>	<b>1,836,815</b>	<b>561,569</b>	<b>101,828</b>	<b>3,198,512</b>	<b>2,861,319</b>	<b>4,427,989</b>	<b>3,832,881</b>
<b>Capital Assets (Note 3)</b>	-	-	-	1,760,288	-	-	-	1,760,288	1,889,984	1,760,288	1,889,984
	<b>\$1,229,477</b>	<b>\$ 971,562</b>	<b>\$ 698,300</b>	<b>\$1,760,288</b>	<b>\$1,836,815</b>	<b>\$ 561,569</b>	<b>\$ 101,828</b>	<b>\$4,958,800</b>	<b>\$4,751,303</b>	<b>\$6,188,277</b>	<b>\$5,722,865</b>
<b>Liabilities</b>											
<b>Current liabilities</b>											
Payables and accruals	\$ 152,546	\$ 160,823	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 152,546	\$ 160,823
Deferred revenue	134,529	28,859	-	-	-	271,894	-	271,894	233,388	406,423	262,247
Interfund payables (Note 2)	676,707	434,545	17,377	-	-	-	-	17,377	17,377	694,084	451,922
	<b>963,782</b>	<b>624,227</b>	<b>17,377</b>	<b>-</b>	<b>-</b>	<b>271,894</b>	<b>-</b>	<b>289,271</b>	<b>250,765</b>	<b>1,253,053</b>	<b>874,992</b>
<b>Net Assets</b>											
Invested in capital assets	-	-	-	1,760,288	-	-	-	1,760,288	1,889,984	1,760,288	1,889,984
Internally restricted	-	-	680,923	-	1,836,815	289,675	101,828	2,909,241	2,610,554	2,909,241	2,610,554
Unrestricted	265,695	347,335	-	-	-	-	-	-	-	265,695	347,335
	<b>265,695</b>	<b>347,335</b>	<b>680,923</b>	<b>1,760,288</b>	<b>1,836,815</b>	<b>289,675</b>	<b>101,828</b>	<b>4,669,529</b>	<b>4,500,538</b>	<b>4,935,224</b>	<b>4,847,873</b>
	<b>\$1,229,477</b>	<b>\$ 971,562</b>	<b>\$ 698,300</b>	<b>\$1,760,288</b>	<b>\$1,836,815</b>	<b>\$ 561,569</b>	<b>\$ 101,828</b>	<b>\$4,958,800</b>	<b>\$4,751,303</b>	<b>\$6,188,277</b>	<b>\$5,722,865</b>

Approved on Behalf of the Board

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer

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



**Halton Women's Place  
Statement of Changes in Net Assets  
Year Ended March 31, 2019**

	Operating Fund		Restricted Funds					Combined Funds			
	2019	2018	Property Maintenance 2019	Capital Assets 2019	Contingency Reserve 2019	Public Education 2019	Agency Resource 2019	Total 2019	Total 2018	Total 2019	Total 2018
Net assets, beginning of year	\$ 347,335	\$ 347,335	\$ 646,189	\$1,889,984	\$1,776,518	\$ 187,847	\$ -	\$4,500,538	\$4,480,361	\$4,847,873	\$4,827,696
Net excess (deficiency) of revenues over expenditures	203,655	146,975	34,734	(211,335)	60,297	-	-	(116,304)	(126,798)	87,351	20,177
Interfund transfers	(285,295)	(146,975)	-	81,639	-	101,828	101,828	285,295	146,975	-	-
<b>Net assets, end of year</b>	<b>\$ 265,695</b>	<b>\$ 347,335</b>	<b>\$ 680,923</b>	<b>\$1,760,288</b>	<b>\$1,836,815</b>	<b>\$ 289,675</b>	<b>\$ 101,828</b>	<b>\$4,669,529</b>	<b>\$4,500,538</b>	<b>\$4,935,224</b>	<b>\$4,847,873</b>

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



**Halton Women's Place  
Summary Statement of Operations  
Year Ended March 31, 2019**

	<u>Operating Fund</u>		<u>Restricted Funds</u>		<u>Combined Funds</u>	
	<u>Total 2019</u>	<u>Total 2018</u>	<u>Total 2019</u>	<u>Total 2018</u>	<u>Total 2019</u>	<u>Total 2018</u>
<b>Revenue</b>						
MCSS - regular	\$ 2,278,618	\$ 2,135,627	\$ -	\$ -	\$ 2,278,618	\$ 2,135,627
MCSS - one time	24,000	23,000	-	-	24,000	23,000
Grants	23,539	32,383	-	-	23,539	32,383
Interest and other	83,719	85,100	247	290	83,966	85,390
MCYS/CAS	120,000	120,000	-	-	120,000	120,000
	<b>2,529,876</b>	<b>2,396,110</b>	<b>247</b>	<b>290</b>	<b>2,530,123</b>	<b>2,396,400</b>
<b>Expenditures</b>						
Operational expenses	850,528	753,601	15,418	59,890	865,946	813,491
Salaries and benefits	2,410,791	2,369,193	168,944	177,785	2,579,735	2,546,978
Depreciation and amortization	-	-	211,335	212,833	211,335	212,833
	<b>3,261,319</b>	<b>3,122,794</b>	<b>395,697</b>	<b>450,508</b>	<b>3,657,016</b>	<b>3,573,302</b>
<b>Deficiency of revenues over expenditures before other items</b>	<b>(731,443)</b>	<b>(726,684)</b>	<b>(395,450)</b>	<b>(450,218)</b>	<b>(1,126,893)</b>	<b>(1,176,902)</b>
<b>Other items</b>						
CMHC forgivable loan	-	-	-	37,500	-	37,500
Donations and fundraising (Note 4)	917,963	856,313	184,262	217,885	1,102,225	1,074,198
Gain on investments	17,135	17,346	94,884	68,035	112,019	85,381
<b>Net excess (deficiency) of revenues over expenditures</b>	<b>\$ 203,655</b>	<b>\$ 146,975</b>	<b>\$ (116,304)</b>	<b>\$ (126,798)</b>	<b>\$ 87,351</b>	<b>\$ 20,177</b>

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



**Halton Women's Place  
Statement of Operations - Operating and Restricted Funds  
Year Ended March 31, 2019**

	Operating Fund				Restricted Funds					
	MCSS/MCYS 2019	Non MCSS/MCYS 2019	Total 2019	Total 2018	Property Maintenance 2019	Capital Assets 2019	Contingency Reserve 2019	Public Education 2019	Total 2019	Total 2018
<b>Revenue</b>										
MCSS - regular	\$ 2,278,618	\$ -	\$ 2,278,618	\$ 2,135,627	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MCSS - one time	24,000	-	24,000	23,000	-	-	-	-	-	-
Grants	22,864	675	23,539	32,383	-	-	-	-	-	-
Interest and other	-	83,719	83,719	85,100	-	-	247	-	247	290
MCYS/CAS	120,000	-	120,000	120,000	-	-	-	-	-	-
	2,445,482	84,394	2,529,876	2,396,110	-	-	247	-	247	290
<b>Expenditures</b>										
Operational expenses	733,896	116,632	850,528	753,601	-	-	100	15,318	15,418	59,890
Salaries and benefits	2,183,003	227,788	2,410,791	2,369,193	-	-	-	168,944	168,944	177,785
Depreciation and amortization	-	-	-	-	-	211,335	-	-	211,335	212,833
	2,916,899	344,420	3,261,319	3,122,794	-	211,335	100	184,262	395,697	450,508
<b>Excess (deficiency) of revenues over expenditures before other items</b>	(471,417)	(260,026)	(731,443)	(726,684)	-	(211,335)	147	(184,262)	(395,450)	(450,218)
<b>Other items</b>										
CMHC forgivable loan	-	-	-	-	-	-	-	-	-	37,500
Donations and fundraising (Note 4)	-	917,963	917,963	856,313	-	-	-	184,262	184,262	217,885
Gain on investments	-	17,135	17,135	17,346	34,734	-	60,150	-	94,884	68,035
<b>Net excess (deficiency) of revenues over expenditures</b>	\$ (471,417)	\$ 675,072	\$ 203,655	\$ 146,975	\$ 34,734	\$ (211,335)	\$ 60,297	\$ -	\$ (116,304)	\$ (126,798)

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



**Halton Women's Place**  
**Statement of Cash Flows**  
**Year Ended March 31, 2019**

	2019	2018
<b>Cash flows from operating activities</b>		
Net excess (deficiency) of revenues over expenditures		
Operating Fund	\$ 203,655	\$ 146,975
Property Maintenance Fund	34,734	10,183
Capital Assets Fund	(211,335)	(175,333)
Contingency Reserve Fund	60,297	38,352
Unrealized gain on investments	(112,019)	(85,381)
Depreciation and amortization	211,335	212,833
Change in non-cash operating working capital (Note 5)	120,976	88,911
<b>Cash flows from operating activities</b>	<b>307,643</b>	<b>236,540</b>
<b>Cash flows from financing activities</b>		
Decrease in loan payable	-	(37,500)
<b>Cash flows from investing activities</b>		
Net change in short-term investments	(303,172)	13,810
Purchase of capital assets	(81,638)	-
<b>Cash flows from (used in) investing activities</b>	<b>(384,810)</b>	<b>13,810</b>
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>(77,167)</b>	<b>212,850</b>
<b>Cash and cash equivalents, beginning of year</b>	<b>641,375</b>	<b>428,525</b>
<b>Cash and cash equivalents, end of year</b>	<b>\$ 564,208</b>	<b>\$ 641,375</b>

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





**Halton Women's Place**  
**Notes to Financial Statements**  
**Year Ended March 31, 2019**

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**1. Form of Organization**

Halton Women's Place was incorporated without share capital under the laws of Ontario on November 7, 1978 for the purpose of providing shelter and crisis services for physically, emotionally, financially and sexually abused women and their dependent children and is dedicated to ending violence against women and children. It is a registered charity under the Income Tax Act.

**2. Significant accounting policies**

**Basis of accounting**

The financial statements of the Organization have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations.

**Fund accounting**

The Organization maintains its accounts in accordance with the principles of fund accounting. Under this method of accounting, specific resources are classified for accounting and reporting into separate funds. The assets, liabilities and fund balances of the organization are reported in self-balancing fund groups as follows:

**Operating Fund**

The Operating Fund accounts for the Organization's program delivery and administration activities. This Fund reports unrestricted resources and operating grants. The Fund is further segregated between contributions and expenditures related to funding provided by the Ministry of Community and Social Services (MCSS) and those contributions and expenditures funded by all other sources.

**Property Maintenance Fund**

The Property Maintenance Fund reports only restricted resources that are to be used to upgrade and maintain the building and property for both shelter locations. This is an internally restricted fund, and both the allocation to and from the Property Maintenance Fund is to be determined on an annual basis at the discretion of the Board.

**Capital Assets Fund**

The Capital Assets Fund reports the assets, liabilities, revenues and expenditures related to the Organization's capital assets.

**Contingency Reserve Fund**

The Contingency Reserve Fund was created to allow liquid funds for the implementation of a long-term development plan for the Organization. This is an internally restricted fund, and both the allocation to and from the Contingency Reserve Fund is to be determined on an annual basis at the discretion of the Board.



**Halton Women's Place**  
**Notes to Financial Statements**  
**Year Ended March 31, 2019**

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**2. Significant accounting policies (cont'd.)**

**Public Education Reserve Fund**

The Public Education Reserve Fund is a restricted fund, created to allow liquid funds for the continued implementation of a public education program within Acton, Georgetown, Milton, Burlington and Oakville, and through the Halton District School Board and the Halton Catholic District School Board.

**Agency Resource Reserve Fund**

The Agency Resource Reserve Fund is an internally restricted fund, created to allow for future non-funded operating expenditures of the Organization.

**Cash and cash equivalents**

Cash and cash equivalents include cash on hand, balances with banks and short-term deposits with original maturities of three months or less from the date of acquisition.

**Capital assets**

The Capital Assets Fund covers the purchase and depreciation of all capital assets which are recorded at acquisition cost.

Depreciation charges are allocated to the Capital Assets Fund. The charges are determined on a straight-line basis over the estimated useful lives of the assets. Rates used for depreciation are as follows:

Buildings	20 years
Fixtures and equipment	5 years
Computer equipment	2 years

One-half the normal rate of amortization is provided for in the year of acquisition.

**Revenue recognition**

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

Investment income earned on the Property Maintenance and Contingency Reserve Funds resources is recognized as revenue of these specific funds when earned. Other investment income is recognized as revenue of the Operating Fund when earned.

**Contributed services**

Volunteers contribute a significant number of hours per year. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.



**Halton Women's Place**  
**Notes to Financial Statements**  
**Year Ended March 31, 2019**

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**2. Significant accounting policies (cont'd.)**

**Income taxes**

The Organization is registered under the Income Tax Act (the "Act") as a not-for-profit organization and, as such, is exempt from income taxes and is able to issue donation receipts for income tax purposes. In order to maintain its status as a registered charity under the Act, the Organization must meet certain requirements of the Act. In the opinion of management, these requirements have been met.

**Deferred revenue**

The balance represents designated donations and other funding received which have not yet been used for their specified purposes.

**Interfund receivables (payables)**

Interfund receivables (payables) represent balances between the Restricted Funds and the Operating Fund. These internally restricted balances result from Restricted Fund cash holdings being used by the Operating Fund in the normal course of operations. These balances are non-interest bearing and will be repaid to the Restricted Funds as required.

**Measurement uncertainty**

The preparation of 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 date of the financial statements and the reported amounts of revenues and expenses during the period. Actual results could differ from those estimates.

**Financial instruments**

The Organization's financial instruments consist of cash and cash equivalents, short-term investments, receivables, and payables and accruals. Short-term investments are initially recognized and subsequently measured at fair value without adjustment for transaction costs that would be incurred on disposal. Changes in fair value are recognized in net excess of revenues over expenditures in the period. All other financial instruments are initially recorded at fair value and subsequently measured at amortized cost. Transaction costs and financing fees associated with financial instruments carried at amortized cost are recorded as adjustments to the initial fair value recognized and amortized over the life of the financial instrument.



**Halton Women's Place**  
**Notes to Financial Statements**  
**Year Ended March 31, 2019**

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**3. Capital Assets**

	<b>Cost</b>	<b>Accumulated Amortization</b>	<b>2019</b>	<b>2018</b>
Land	\$ 410,000	\$ -	\$ 410,000	\$ 410,000
Land lease (Note 8)	250,000	80,000	170,000	175,000
Buildings	5,094,199	4,154,394	939,805	1,071,894
Fixtures and equipment	907,217	666,734	240,483	225,476
Computer equipment	106,666	106,666	-	7,614
	<b>\$ 6,768,082</b>	<b>\$ 5,007,794</b>	<b>\$ 1,760,288</b>	<b>\$ 1,889,984</b>

**4. Donations and fundraising**

	<b>2019</b>	<b>2018</b>
Donations and fundraising revenues	\$ 1,026,762	\$ 955,662
Less: fundraising expenses	(110,399)	(99,346)
	<b>\$ 916,363</b>	<b>\$ 856,316</b>

Donations reported do not include any donations-in-kind received during the year. Donations-in-kind used for fundraising purposes amounted to \$34,239 (2018 - \$44,309).

**5. Change in non-cash operating working capital**

	<b>2019</b>	<b>2018</b>
Receivables	\$ (3,161)	\$ 12,619
Prepays	(11,762)	(2,899)
Payables and accruals	(8,277)	(12,359)
Deferred revenue	144,176	91,550
	<b>\$ 120,976</b>	<b>\$ 88,911</b>



# Halton Women's Place

## Notes to Financial Statements

Year Ended March 31, 2019

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### 6. Community Foundation Endowment Funds

Halton Women's Place is a participant in endowment funds held by The Oakville Community Foundation and the Burlington Foundation. The respective community foundations administer all capital of those funds and a proportionate share of income from those funds is potentially available to Halton Women's Place for operations.

The endowment funds are not recorded as assets in these financial statements and related interest income is only recorded in the financial statements to the extent received or receivable.

At December 31, 2018, the endowment funds consist of \$117,366 (2018 - \$118,315) held by The Oakville Community Foundation and \$58,311 (2018 - \$61,073) held by Burlington Foundation.

### 7. Operating lease commitments

The Organization is committed under non-cancellable operating leases for business equipment. The minimum amounts payable until expiry are as follows:

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<b>2020</b>	<b>\$</b>	<b>2,791</b>
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### 8. Premises

During fiscal 2003, a lease was signed with the Regional Municipality of Halton for a 50-year lease of the land on which the North Shelter has been built. The total cost of the lease is \$250,000 paid in advance. There is an additional 21 year renewal option at the end of the lease. The cost of the lease will be written off at a rate of \$5,000 per annum and is included in depreciation and amortization expenses.

### 9. Financial instruments

The Organization's financial instruments consist of cash and cash equivalents, short-term investments, receivables, and payables and accruals.

#### Liquidity risk

The Organization's exposure to liquidity risk is dependent on the collection of accounts and funding receivable, purchasing commitments and obligations or raising of funds to meet commitments and sustain operations. The Organization controls liquidity risk by management of working capital and cash flows.

#### Market Risk

The Organization's investments in publicly-traded securities exposes the Organization to price risks as equity 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.

Unless otherwise noted, it is management's opinion that the Organization is not exposed to significant interest, credit or currency risks.



**Halton Women's Place**  
**Notes to Financial Statements**  
**Year Ended March 31, 2019**

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**10. Board Reporting**

During the year the Organization did not compensate any board member or company in which a board member is an owner, partner or senior manager.

