MARCH 31, 2020

### TABLE OF CONTENTS

	PAGE
Non-Consolidated Financial Statements	
Independent Auditor's Report	1
Non-Consolidated Statement of Operations and Changes in Net Assets	4
Non-Consolidated Statement of Financial Position	5
Non-Consolidated Statement of Cash Flows	6
Notes to the Non-Consolidated Financial Statements	7
Non-Consolidated Additional Information	14
Supplementary Financial Information	
Société en français	15

#### INDEPENDENT AUDITOR'S REPORT

To the Members of Réseau des services de santé en français de l'Est de l'Ontario

#### Report on the Audit of the Non-Consolidated Financial Statements

#### Opinion

We have audited the non-consolidated financial statements of Réseau des services de santé en français de l'Est de l'Ontario (the Organization), which comprise the non-consolidated statement of financial position as at March 31, 2020, and the non-consolidated statements of operations and changes in net assets and 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 non-consolidated financial position of the Organization as at March 31, 2020, and the results of its non-consolidated operations and its non-consolidated cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

#### 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 Organization 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 Information

Management is responsible for the other information. The other information comprises the information included in page 15, but does not include the non-consolidated financial statements and our auditor's report thereon.

Our opinion on the non-consolidated 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 non-consolidated financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the non-consolidated financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. 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 the non-consolidated 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 non-consolidated financial statements that are free from material misstatement, whether due to fraud or error.



Marcil-Lavallee.ca
Comptables professionnels agréés
Chartered Professional Accountants



In preparing the non-consolidated 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 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 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 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 Organization 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.

#### Report on Other Legal and Regulatory Requirements

As required by the Corporations Act of Ontario, we report that, in our opinion, these standards have been applied on a basis consistent with that of the preceding year.

Chartered Professional Accountants, Licensed Public Accountants

Ottawa, Ontario June 4, 2020

Marcil Lavallée

# NON-CONSOLIDATED STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS FOR THE YEAR ENDED MARCH 31, 2020

	2020	2019
REVENUE		
Grants and contributions (Schedule A) Service Agreement - Ministry of Health and Long-Term Care	\$ 2,026,871 442,399	\$ 1,500,644 698,262
Services rendered Recovery of expenses from members	40,000 25,965	10,000
Other	22,392	10,606
	2,557,627	2,219,512
OPERATING EXPENSES		
Salaries and employee benefits	1,555,006	1,682,179
Contractuals and professional fees	676,811	282,225
Rent	103,497	101,272
Office expenses and supplies	63,865	54,768
Communications and community engagement	41,661	5,773
Travel expenses	35,874	43,737
Translation	22,628	6,389
Computer services	4,894	1,538
Meeting expenses	4,618	6,454
Computer supplies	4,168	10,980
Staff training and human resources support	4,025	4,471
Insurance	2,508	4,783
Amortization of capital assets	9,520	10,978
	2,529,075	2,215,547
EXCESS OF REVENUE OVER EXPENSES	28,552	3,965
NET ASSETS, BEGINNING OF YEAR	 86,188	 82,223
NET ASSETS, END OF YEAR	\$ 114,740	\$ 86,188

### STATEMENT OF FINANCIAL POSITION

MARCH 31, 2020	5

	2020	2019
ASSETS		
CURRENT ASSETS		
Cash	\$ 342,940	\$ 248,269
Accounts receivable (Note 3)	54,707	114,994
Prepaid expenses	436,896	
	834,543	363,263
CAPITAL ASSETS (Note 4)	14,057	23,577
	\$ 848,600	\$ 386,840
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities (Note 6)	\$ 293,252	\$ 293,374
Deferred contributions (Note 7)	435,513	-
	728,765	293,374
DEFERRED CONTRIBUTIONS FOR		
CAPITAL ASSETS (Note 8)	5,095	7,278
	733,860	300,652
NET ASSETS		
Unrestricted	114,740	86,188
	\$ 848,600	\$ 386,840

ON BEHALF OF THE BOARD

	A della	
, Director	, I	Director

# NON-CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED MARCH 31, 2020

6

	2020	2019
OPERATING ACTIVITIES		
Excess of revenue over expenses	\$ 28,552	\$ 3,965
Adjustments for: Amortization of capital assets	9,520	10,978
Amortization of deferred contributions for capital assets	(2,183)	(3,120)
	35,889	11,823
Net change in non-cash working capital items:		
Accounts receivable	60,287	110,150
Prepaid expenses Accounts payable and accrued liabilities	(436,896) (122)	(614)
Deferred contributions	435,513	(011)
Deferred income		(9,000)
	58,782	100,536
	94,671	112,359
INVESTING ACTIVITY		
Acquisition of capital assets	-	(18,355)
INCREASE IN CASH AND CASH EQUIVALENTS	94,671	94,004
CASH AND CASH EQUIVALENTS, BEGINNING	• 40 • 60	171067
OF YEAR	248,269	154,265
CASH AND CASH EQUIVALENTS, END OF YEAR	\$ 342,940	\$ 248,269

Cash and cash equivalents consist of cash.

#### NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

MARCH 31, 2020 7

#### 1. STATUTE AND NATURE OF OPERATIONS

The Organization is a not-for-profit organization incorporated under the Corporations Act of Ontario. It serves to ensure that Francophones in Eastern Ontario have access, in French, to the full range of quality health care services. The Organization is a registered charity according to the Income Tax Act and, as such, is exempt from income tax.

#### 2. SIGNIFICANT ACCOUNTING POLICIES

The Organization applies Canadian accounting standards for not-for-profit organizations (ASNFPO) in accordance with Part III of the CPA Canada Handbook – Accounting.

#### Use of estimates

The preparation of financial statements in compliance with the ASNFPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues and expenses for the periods covered.

#### **Controlled entities**

The Organization is considered to exercise control over 10551040 Canada Institute due to the fact that the majority of the members of the Board of Directors are also members of the Organization's Board of Directors. In addition, the two organizations share the same Management. The financial data of this entity is not consolidated in the Organization's non-consolidated financial statements, but is provided in Note 10.

#### Contribution receivable

A contribution receivable is recognized as an asset when the amount to be received can be reasonably estimated and ultimate collection is reasonably assured.

#### Revenue recognition

The Organization follows the deferral method of accounting for grants and contributions. Grants and contributions restricted for future period expenses are recognized as revenue in the year in which the related expenses are incurred.

Services rendered, service agreement, recovery of expenses from members and other revenue are recognized when there is evidence that an arrangement exists, the services have been rendered, the price is fixed or determinable and collection is reasonably assured.

#### **Contributed services**

The Organization would not be able to carry out its activities without the services of the many volunteers who donate a considerable number of hours. Because of the inherent difficulty in compiling these hours and determining their fair value, contributed services are not recognized in the financial statements.

## NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

MARCH 31, 2020 8

#### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Financial instruments**

Measurement of financial instruments

The Organization initially measures its financial assets and financial liabilities at fair value, except for certain non-arm's length transactions.

The Organization subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and accounts receivable.

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

#### *Impairment*

Financial assets measured at amortized cost are tested for impairment when there are indicators of possible impairment. The Organization determines whether a significant adverse change has occurred in the expected timing or amount of future cash flows from the financial asset. If this is the case, the carrying amount of the asset is reduced directly to the higher of the present value of the cash flows expected to be generated by holding the asset, and the amount that could be realized by selling the asset at the balance sheet date. The amount of the write-down is recognized in operations. The previously recognized impairment loss may be reversed to the extent of the improvement, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in operations.

#### Transaction costs

Transaction costs related to financial instruments subsequently measured at amortized cost adjust the carrying amount of the financial asset or liability and are accounted for in the statement of operations using the straight-line method.

#### Capital assets

Capital assets are accounted for at cost. Amortization is calculated on their respective estimated useful lives using the following methods, annual rates and periods:

	Methods	Rates and period
Computer and office equipment	Diminishing balance	30%
Leasehold improvements	Straight-line method	Term of the lease

## NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS MARCH 31, 2020

9

#### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Write-down of capital assets

When a capital asset no longer contributes to the Organization's ability to provide services, its carrying amount is written down to residual value, if any. The excess of its net carrying amount over any residual value is recognized as an expense in the statement of operations.

#### **Deferred capital contributions**

Contributions received for capital assets are deferred and amortized over the same terms and on the same basis as the related capital assets. Deferred capital contributions represent the unamortized amount received for the purchase of capital assets.

#### Cash and cash equivalents

The Organization's policy is to disclose bank balances under cash and cash equivalents, including bank overdrafts with balances that can fluctuate from being positive to overdrawn.

#### 3. ACCOUNTS RECEIVABLE

	2020	2019
Ministry of Health and Long-Term Care Harmonized Sales Tax receivable	\$ 51,996 2,711	\$ 100,049
Other	-	14,945
	\$ 54,707	\$ 114,994

#### 4. CAPITAL ASSETS

	Cost	_	cumulated nortization	2020	2019
Computer and office equipment Leasehold improvements	\$ 97,759 18,355	\$	89,821 12,236	\$ 7,938 6,119	\$ 11,340 12,237
	\$ 116,114	\$	102,057	\$ 14,057	\$ 23,577

#### 5. BANK LOAN

The Organization has an authorized line of credit of \$250,000, renewable annually, at prime lending rate plus 2%. This line of credit is secured by a general security agreement and accounts receivable of the Organization. The line of credit is unused at year-end.

## NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

MARCH 31, 2020 10

#### 6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2020	2019
Trade accounts and accrued liabilities Government remittances	\$ 293,252	\$ 270,748 22,626
	\$ 293,252	\$ 293,374

#### 7. **DEFERRED CONTRIBUTIONS**

Deferred contributions represent unspent resources from Société Santé en français restricted for the Organization's projects and activities that will take place in subsequent years.

	2020	2019
Balance, beginning of year Plus: Amount received during the year Less: Amount recognized as revenue in th year	\$ 2,460,201 (2,024,688)	\$ - - -
Balance, end of year	\$ 435,513	\$ -

#### 8. DEFERRED CONTRIBUTIONS FOR CAPITAL ASSETS

Balance as at							Ba	lance as at
	Marcl	n 31, 2019		Received	Am	ortization	Marc	h 31, 2020
Champlain and South East Local Health Integration Network (LHIN)	\$	5,583	\$	-	\$	1,675	\$	3,908
Société Santé en français "Appui au Réseautage"		1,695		-		508		1,187
	\$	7,278	\$	_	\$	2,183	\$	5,095

## NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS MARCH 31, 2020

11

#### 9. 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 Organization's main credit risks relate to its accounts receivable. The Organization provides credit to its partners in the normal course of its operations.

The Organization establishes allowances for doubtful accounts while keeping in mind the specific credit risk of clients, their historic tendencies and economic situation. There is no existing account receivable that represents a substantial risk for the Organization.

#### Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Organization is exposed to interest rate risk on its fixed and floating interest rate financial instruments. Fixed-rate instruments subject the Organization to a fair value risk while the floating-rate instruments subject it to a cash flow risk. The Organization does not use derivative financial instruments to alter the effects of this risk.

The Organization uses a line of credit bearing a variable interest rate. Consequently, the Organization's interest risk exposure is function of the changes of the prime rate. However, a variation of 1% of the prime rate will not have a significant effect on the net earnings and financial position of the Organization.

## NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

MARCH 31, 2020

#### 10. CONTROLLED ENTITY

10551040 Canada Institut ("the Institute") is a not-for-profit organization incorporated under the Canada Not-for-Profit Corporations Act.

Réseau des services de santé en français de l'Est de L'Ontario ("the Network") and the Institute share several of the same board members. The Network is therefore considered to exercise control over the activities of the Institute.

The main objective of the Institute is to develop and promote the OZI navigation platform which allows data collection, analysis and reporting regarding the capacity and implementation of services in French. This platform aims to improve the information available on health services offered in French.

The financial statements of 10551040 Canada Institute are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The Institute's financial statements summary as at March 31, 2020 and March 31, 2019 is as follows:

	2020	2019
Statement of financial position		
Assets Liabilities	\$ 570,114 570,114	\$ - -
Net assets	\$ -	\$ -
Statement of operations		
Revenues Expenses	\$ 475,487 475,487	\$ -
Excess of revenue over expenses	\$ -	\$ _
Statement of cash flows		
Operating activities Investing activities	\$ 231,838	\$ -
Financing activities	\$ -	\$ -

#### 11. RELATED PARTY TRANSACTIONS

During the year, the Organization incurred subcontractor charges and professional fees totaling \$475,487 with 10551040 Canada Institut (the Institute). These transactions are considered to have taken place outside the normal course of business and are therefore measured at carrying amount. As of March 31, 2020, an account payable of \$213,625 and a prepaid expense of \$435,513 are recorded in the books for transactions with the Institute.

#### NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

MARCH 31, 2020 13

#### 12. CONTRACTUAL OBLIGATIONS

The commitments of the Organization under lease agreements for office space aggregate to \$121,671. The instalments over the next two years are the following:

2021	\$ 97,285
2022	\$ 24,386

#### 13. CONTINGENCIES

#### Other indemnification agreements

In the normal course of operations, the Organization signs agreements whereby funds are provided for the execution of projects which are subject to restrictions as to the use of the funds. The sponsors of these projects can execute an audit of the financial records of the Organization to ensure compliance with the project requirements. In the event that amounts to be reimbursed to the sponsor of a project are identified, the necessary adjustments would be recognized in the year they are identified.

#### 14. SUBSEQUENT EVENTS

The recent outbreak of the coronavirus, also known as COVID-19, has spread across the globe and is impacting worldwide economic activity. Conditions surrounding the coronavirus continue to rapidly evolve and government authorities have implemented emergency measures to mitigate the spread of the virus. The extent to which these events may impact the Organization's business activities will depend on future developments, such as the ultimate geographic spread of the disease, the duration of the outbreak, business disruptions, and the effectiveness of actions taken in Canada and other countries to contain and treat the disease. These events are highly uncertain and, as such, the Organization cannot determine the ultimate financial impacts at this time.

# NON-CONSOLIDATED ADDITIONAL INFORMATION FOR THE YEAR ENDED MARCH 31, 2020

14

	2020	2019
SCHEDULE A - GRANTS AND CONTRIBUTIONS		
Champlain and South East Local Health Integration Network		
(LHIN)	\$ 993,837	\$ 993,837
"Société Santé en français"		
"Mise en oeuvre d'OZI partout au Canada"	475,487	_
"Appui au Réseautage"	360,364	361,577
"Stratégie des données"	175,000	132,110
"Salon Santé"	20,000	10,000
Amortization of deferred contributions for capital	,	,
assets (Note 8)	2,183	3,120
	\$ 2,026,871	\$ 1,500,644

# RÉSEAU DES SERVICES DE SANTÉ EN FRANÇAIS DE L'EST DE L'ONTARIO SUPPLEMENTARY FINANCIAL INFORMATION

SOCIÉTÉ SANTÉ EN FRANÇAIS

**AS AT MARCH 31, 2020** 

(unaudited) 15

The schedule below presents the total of expenses incurred and committed as at March 31, 2020 for two projects with Société Santé en français.

	2020
REVENUE	
Contributions:	
- "Faciliter la mise en œuvre d'OZI partout au Canada - Volet 1 et 2"	\$ 798,500
- "Concept d'une application d'appui à la navigation des services de santé"	112,500
	911,000
EXPENSES	
Subcontractors and professional fees	751,300
Communications and community engagement	80,000
Travel expenses	42,000
Office expenses and supplies	37,700
	911,000
EXCESS OF REVENUE OVER EXPENSES	\$ -