

**CHARITY HOUSE (WINDSOR)**  
**(Operating as Brentwood Recovery Home)**

***FINANCIAL STATEMENTS***

***For The Year Ended March 31, 2022***

# **CHARITY HOUSE (WINDSOR)**

## **(Operating as Brentwood Recovery Home)**

### ***FINANCIAL STATEMENTS***

***For The Year Ended March 31, 2022***

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## ***INDEPENDENT AUDITOR'S REPORT***

***To the Board of Directors of Charity House (Windsor)  
(Operating as Brentwood Recovery Home):***

### *Qualified Opinion*

We have audited the financial statements of **CHARITY HOUSE (WINDSOR) (OPERATING AS BRENTWOOD RECOVERY HOME)** ("the Entity"), which comprise the statement of financial position as at March 31, 2022 and the statements of operating fund activities and fund balance, development fund activities and fund balance 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 possible 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 Entity as at March 31, 2022, 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, the Entity derives revenue from donations, raffle proceeds and fundraising, 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 Entity. Therefore, we were not able to determine whether any adjustments might be necessary to this revenue, excess of revenue over expenses, and cash flows from operations for the years ended March 31, 2022 and 2021, assets as at March 31, 2022 and 2021, and fund balances as at April 1 and March 31 for both the 2022 and 2021 years. Our audit opinion on the financial statements for the year ended March 31, 2021 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 Entity 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 audit opinion.



## ***INDEPENDENT AUDITOR'S REPORT (CONTINUED)***

### *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 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 Entity'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 Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity'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 for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

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***INDEPENDENT AUDITOR'S REPORT (CONTINUED)***

- 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 Entity'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 Entity'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 Entity 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.

*Roth Mosey & Partners LLP*

**ROTH MOSEY & PARTNERS LLP  
LICENSED PUBLIC ACCOUNTANTS**

**Windsor, Ontario  
May 24, 2022**

An Independent Member of the  
**plante moran  
ALLIANCE**

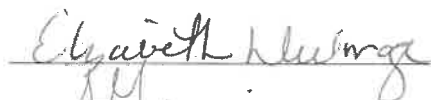
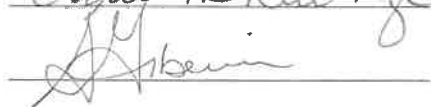
# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### STATEMENT OF FINANCIAL POSITION

March 31, 2022 (with comparative figures for 2021)

	<u>2022</u>	<u>2021</u>
<b>ASSETS</b>		
<i>Current assets</i>		
Cash	\$ 1,788,262	\$ 1,568,833
Guaranteed investment certificates (Notes 3, 7)	1,225,790	1,189,769
Investments	100,188	101,579
Accounts and other receivables (Notes 13, 14)	98,465	386,589
Government remittances receivable	89,412	127,714
Prepaid expenses and deposits	604,185	59,280
	<u>3,906,302</u>	<u>3,433,764</u>
<i>Property and equipment (Note 4)</i>	2,940,379	3,009,592
<i>Cash surrender value of life insurance</i>	23,902	23,902
	<u>\$ 6,870,583</u>	<u>\$ 6,467,258</u>
<b>LIABILITIES AND FUND BALANCES</b>		
<i>Current liabilities</i>		
Accounts payable and accrued liabilities	\$ 299,579	\$ 221,196
Due to Brentwood Fund for the Rehabilitation of Alcoholics (Note 5)	1,397,403	1,397,403
Current portion of deferred contributions (Note 6)	66,821	66,520
	<u>1,763,803</u>	<u>1,685,119</u>
<i>Deferred contributions, net of current portion (Note 6)</i>	589,118	625,692
	<u>2,352,921</u>	<u>2,310,811</u>
<i>Fund balances</i>		
Operating fund	2,279,887	2,745,171
Development fund - restricted	2,237,775	1,411,276
	<u>4,517,662</u>	<u>4,156,447</u>
	<u>\$ 6,870,583</u>	<u>\$ 6,467,258</u>

 Director  
 Director

See accompanying notes

# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### STATEMENT OF OPERATING FUND ACTIVITIES AND FUND BALANCE

*For The Year Ended March 31, 2022 (with comparative figures for 2021)*

	<u>2022</u>	<u>2021</u>
<b>Revenue</b>		
Ontario Health (West) (Note 10)	\$ 1,778,058	\$ 1,992,151
Fee for service	178,425	134,250
Net raffle income (Schedule 1)	687,038	843,019
Net fundraising income	99,406	39,203
Donations	816,160	124,358
Interest	31,487	33,825
Other income	9,737	19,696
Rental income	17,575	19,680
Insurance proceeds (Note 13)	-	83,763
Amortization of deferred contributions (Note 6)	67,651	66,812
Unrealized gain (loss) on investments	(1,391)	38,520
Government assistance (Note 14)	287,488	690,661
	<b>3,971,634</b>	<b>4,085,938</b>
<b>Operating expenses</b>		
Ontario Health (West) reimbursable program expenses (Schedule 2)	2,855,311	2,776,225
Non-reimbursable program expenses (Schedule 3)	521,911	467,165
Other operating expenses (Schedule 4)	275,799	261,358
	<b>3,653,021</b>	<b>3,504,748</b>
<b>Excess of revenue over expenses</b>	<b>318,613</b>	<b>581,190</b>
Fund balance, beginning of year	2,745,171	2,267,993
Interfund transfers to the Development Fund (Note 9)	(783,897)	(104,012)
	<b>\$ 2,279,887</b>	<b>\$ 2,745,171</b>
<b>Fund balance, end of year</b>		

*See accompanying notes*

# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### STATEMENT OF DEVELOPMENT FUND ACTIVITIES AND FUND BALANCE

For The Year Ended March 31, 2022 (with comparative figures for 2021)

	<u>2022</u>	<u>2021</u>
<i>Fundraising and special events revenue</i>	\$ 61,131	\$ 10,435
<i>Fundraising and special events expenses</i>	<u>18,529</u>	<u>9,199</u>
<i>Excess of revenue over expenses</i>	42,602	1,236
Fund balance, beginning of year	1,411,276	1,306,028
Interfund transfers from the Operating Fund (Note 9)	<u>783,897</u>	<u>104,012</u>
<i>Fund balance, end of year</i>	<u>\$ 2,237,775</u>	<u>\$ 1,411,276</u>

See accompanying notes



# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### STATEMENT OF CASH FLOWS

For The Year Ended March 31, 2022 (with comparative figures for 2021)

	<u>2022</u>	<u>2021</u>
<b><i>Operating activities</i></b>		
Excess of revenue over expenses - operating fund	\$ 318,613	\$ 581,190
Excess of revenue over expenses - development fund	42,602	1,236
Adjustments to reconcile excess of revenue over expenses to cash flow from operations		
Amortization of property and equipment	247,271	234,813
Amortization of deferred contributions	(67,651)	(66,812)
Unrealized (gain) loss on investments	1,391	(38,520)
<b><i>Cash flow from operations</i></b>	<b>542,226</b>	<b>711,907</b>
Change in:		
Accounts and other receivables	288,124	386,339
Government remittances receivable	38,302	(44,554)
Prepaid expenses and deposits	(544,905)	6,654
Accounts payable and accrued liabilities	78,383	(50,461)
<b><i>Cash provided by operating activities</i></b>	<b>402,130</b>	<b>1,009,885</b>
<b><i>Financing activities</i></b>		
Advances from Brentwood Fund for the Rehabilitation of Alcoholics	-	13,822
Net deferred contributions received	31,378	57,462
<b><i>Cash provided by financing activities</i></b>	<b>31,378</b>	<b>71,284</b>
<b><i>Investing activities</i></b>		
Net acquisition of guaranteed investment certificates	(36,021)	(23,799)
Purchase of property and equipment	(178,058)	(323,555)
<b><i>Cash used in investing activities</i></b>	<b>(214,079)</b>	<b>(347,354)</b>
<b><i>Net increase in cash for the year</i></b>	<b>219,429</b>	<b>733,815</b>
Cash, beginning of year	1,568,833	835,018
<b><i>Cash, end of year</i></b>	<b>\$ 1,788,262</b>	<b>\$ 1,568,833</b>

See accompanying notes

# **CHARITY HOUSE (WINDSOR)**

## **(Operating as Brentwood Recovery Home)**

### ***NOTES TO FINANCIAL STATEMENTS***

***For The Year Ended March 31, 2022***

#### **1 NATURE OF ORGANIZATION**

Charity House (Windsor) (Operating as Brentwood Recovery Home) (the "Entity") is a registered charity incorporated under the laws of Ontario without share capital. The primary purpose of the Entity is to provide abstinence based treatment in a residential setting for persons whose primary problem is alcohol or drug abuse while providing non-residential support for their families. The Entity is not a taxable entity.

Charity House (Windsor) is the principal beneficiary of donations from Brentwood Fund for the Rehabilitation of Alcoholics (the "Fund"), and in conjunction thereto, provides part of its facilities to the Fund for fundraising events.

#### **2 SIGNIFICANT ACCOUNTING POLICIES**

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and are in accordance with Canadian generally accepted accounting principles.

##### ***Fund Accounting***

The operating fund accounts for the Entity's program delivery and administrative activities. This fund reports unrestricted resources, restricted operating funds and property and equipment.

The development fund accounts for certain of the Entity's fundraising activities. This fund reports resources restricted for future development activities.

##### ***Revenue Recognition***

The Entity follows the restricted fund method of 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.

Contributions received related to specific depreciable property and equipment are deferred and amortized on a basis consistent with the depreciation policy for the particular property and equipment.

The Entity recognizes fee for service revenue when evidence of an arrangement exists, service has been performed, the cost of the service is fixed or determinable and collection is reasonably assured.

The Entity defers the recognition of net raffle income to the date during which the raffle draw occurs.

# **CHARITY HOUSE (WINDSOR)**

## **(Operating as Brentwood Recovery Home)**

### ***NOTES TO FINANCIAL STATEMENTS***

***For The Year Ended March 31, 2022***

#### **2 | *SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)***

##### ***Guaranteed Investment Certificates***

Guaranteed investment certificates are recorded at fair value.

##### ***Investments***

Investments consist of publicly traded securities and are recorded at fair value.

##### ***Property and Equipment***

Property and equipment are recorded at cost. Amortization is recorded on the straight-line basis over the estimated useful life of the asset as follows:

Buildings	20 to 40 years
Paving	8 years
Equipment	15 years
Automotive equipment	5 years
Furniture and fixtures	5 years

##### ***Donated Services***

The Entity receives services from volunteers. Since those services are not normally purchased by the Entity and due to the difficulty of determining their fair value, donated services are not recognized in these financial statements.

##### ***Use of Estimates***

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management estimates and assumptions that affect certain reported amounts and disclosures. Significant estimates include the determination of the useful life of property and equipment and amortization recorded into income from deferred contributions. Accordingly, actual amounts could differ from those estimates.

##### ***Government Assistance***

The company records government assistance from the Canada Emergency Wage Subsidy program based on wages incurred during the year in which the subsidy applies.

#### **3 | *GUARANTEED INVESTMENT CERTIFICATES***

Guaranteed investment certificates have maturity dates varying from May 2022 to March 2023 with interest rates varying from 1.1% to 1.85%.

# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### NOTES TO FINANCIAL STATEMENTS

For The Year Ended March 31, 2022

#### 4 PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

	Cost	Accumulated Amortization	Net Book Value 2022	Net Book Value 2021
Land	\$ 539,688	\$ -	\$ 539,688	\$ 539,688
Buildings	4,147,471	2,441,804	1,705,667	1,713,174
Buildings - Kay Ryan Residence	1,053,869	603,946	449,923	476,270
Paving	471,686	344,965	126,721	185,682
Equipment	32,757	10,920	21,837	24,021
Automotive equipment	174,228	171,102	3,126	5,044
Furniture and fixtures	1,024,747	931,330	93,417	65,713
Furniture and fixtures - Kay Ryan Residence	46,281	46,281	-	-
	<b>\$ 7,490,727</b>	<b>\$ 4,550,348</b>	<b>\$ 2,940,379</b>	<b>\$ 3,009,592</b>

#### 5 RELATED PARTY TRANSACTIONS

The amount due to Brentwood Fund for the Rehabilitation of Alcoholics is unsecured, non-interest bearing and has no specific terms of repayment.

The Entity receives reimbursements from and makes reimbursements to Brentwood Fund for the Rehabilitation of Alcoholics for expenditures common to the two entities. All of these transactions are recorded at the exchange amount and are in the normal course of operations.

# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### NOTES TO FINANCIAL STATEMENTS

For The Year Ended March 31, 2022

#### 6 DEFERRED CONTRIBUTIONS

Deferred contributions represent restricted funding which was received to assist in the acquisition of property and equipment.

The activity for the year in this balance reported in the Operating Fund is as follows:

	<u>2022</u>	<u>2021</u>
Beginning balance	\$ 692,212	\$ 701,562
Deferred contributions received during the year	31,378	59,336
Less amount recognized as revenue in the year	(67,651)	(66,812)
Less returned contributions	-	(1,874)
	<u>655,939</u>	<u>692,212</u>
Less current portion to be recognized within one year	<u>66,821</u>	<u>66,520</u>
Long-term portion	<u>\$ 589,118</u>	<u>\$ 625,692</u>

The deferred contributions received were from Ontario Health (West) in the amount of \$31,378 (2021 - \$59,336).

#### 7 LINE OF CREDIT

The Entity has available authorized lines of credit with WFCU Credit Union ("WFCU") in the total amount of \$120,000 bearing interest at WFCU's prime rate plus 0.5% and are secured by certain guaranteed investment certificates.

#### 8 COMMITMENTS AND CONTINGENCY

Under the terms of a retirement agreement, the Entity paid a retired employee \$28,528 (2021 - \$26,545). The Entity has committed to annual retirement payments totalling approximately \$27,000 during the lifetime of the retired employee.

From time to time, the Entity provides letters of credit to the Alcohol and Gaming Commission of Ontario as part of its lottery activities.

# **CHARITY HOUSE (WINDSOR)**

## **(Operating as Brentwood Recovery Home)**

### ***NOTES TO FINANCIAL STATEMENTS***

***For The Year Ended March 31, 2022***

#### ***9 INTERFUND TRANSFERS***

Interfund transfers are made to fund program delivery and activities of the organization in relation to its purpose.

#### ***10 ECONOMIC DEPENDENCE***

The Entity is economically dependent on Ontario Health (West) for the funding of its rehabilitative programs.

#### ***11 PENSION PLAN***

The Entity sponsors a defined contribution pension plan for its employees. Under the terms of the plan, the Entity matches any employees' contributions up to 4%. During the year, contributions of \$53,844 (2021 - \$45,800) were made by the Entity.

#### ***12 FINANCIAL INSTRUMENTS***

Financial instruments consist of cash, guaranteed investment certificates, investments, accounts and other receivables, accounts payables and accrued liabilities and due to Brentwood Fund for the Rehabilitation of Alcoholics. It is management's opinion that the Entity is not exposed to significant risks arising from its financial instruments.

#### ***13 INSURANCE CLAIM***

During fiscal 2018, the Entity experienced a flood resulting in approximately \$1,538,000 of total damages and additional costs incurred. Included in accounts and other receivables is insurance proceeds receivable of \$NIL (2021 - \$347,557). Included in revenue is insurance proceeds related to general damages of \$NIL (2021 - \$83,763).

# **CHARITY HOUSE (WINDSOR)**

## **(Operating as Brentwood Recovery Home)**

### ***NOTES TO FINANCIAL STATEMENTS***

***For The Year Ended March 31, 2022***

#### **14 | GOVERNMENT ASSISTANCE**

During the year, the Entity recorded government assistance income of \$287,488 (2021 - \$690,661) related to the Canada Emergency Wage Subsidy. Of this amount, \$NIL (2021 - \$39,032) is included in accounts and other receivables at year-end. This assistance amount is provided in relation to wages incurred up to the year-end date.

# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### *SCHEDULE OF NET RAFFLE INCOME*

*For The Year Ended March 31, 2022 (with comparative figures for 2021)*

*Schedule 1*

	<u>2022</u>	<u>2021</u>
<i>Lottery sales</i>	\$ 1,702,949	\$ 1,556,451
<i>Expenses</i>		
Advertising and promotion	103,285	89,059
Credit card merchant fees and bank charges	28,568	26,608
Licence fees	10,260	7,120
Office and postage	28,404	12,805
Prizeboard	843,009	573,054
Professional fees	1,556	4,000
Security	829	786
	<u>1,015,911</u>	<u>713,432</u>
	<u>\$ 687,038</u>	<u>\$ 843,019</u>

*See accompanying notes*



# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### *SCHEDULE OF ONTARIO HEALTH (WEST)* *REIMBURSABLE PROGRAM EXPENSES*

*For The Year Ended March 31, 2022 (with comparative figures for 2021)*

*Schedule 2*

	<u>2022</u>	<u>2021</u>
<i>Expenses</i>		
Bank charges	\$ 5,301	\$ 5,402
Computer maintenance and supplies	35,696	16,861
Consulting fees	14,203	9,503
Food and kitchen supplies	118,210	104,976
General maintenance	54,300	62,989
Housekeeping	24,381	24,790
Insurance	54,836	43,082
Medical supplies	15,843	13,062
Postage, stationary and office supplies	36,009	23,877
Professional fees	30,901	66,323
Property taxes	19,954	23,721
Salaries and benefits (Note 11)	2,248,818	2,222,569
Staff education	38,980	10,315
Telephone	12,057	10,903
Travel	4,084	2,691
Utilities	129,240	128,619
	<u>2,842,813</u>	<u>2,769,683</u>
<i>Other</i>		
Prescription and dental claims	7,599	3,609
Personal needs allowance	4,899	2,933
	<u>12,498</u>	<u>6,542</u>
	<u>\$ 2,855,311</u>	<u>\$ 2,776,225</u>

*See accompanying notes*

# CHARITY HOUSE (WINDSOR)

## (Operating as Brentwood Recovery Home)

### SCHEDULE OF NON-REIMBURSABLE PROGRAM EXPENSES

For The Year Ended March 31, 2022 (with comparative figures for 2021)

Schedule 3

	<u>2022</u>	<u>2021</u>
Advertising and promotion	\$ 2,812	\$ 7,439
Alumni and client financial assistance	17,431	17,190
Bank charges	6,669	2,149
Client recreation	13,939	11,219
Computer maintenance and supplies	2,040	-
Consulting fees	20,180	37,040
Equipment rental	4,137	4,208
Food and kitchen supplies	119,724	107,797
General maintenance	15,124	12,071
Housekeeping	8,101	6,629
Insurance	18,752	14,831
Memberships and permits	7,579	3,325
Postage, stationary and office supplies	34,421	27,752
Professional fees	19,044	20,248
Property taxes	6,651	7,906
Salaries and benefits (Note 11)	167,364	127,768
Telephone	11,315	10,903
Travel	3,908	5,817
Utilities	42,720	42,873
	<u>\$ 521,911</u>	<u>\$ 467,165</u>

See accompanying notes

# CHARITY HOUSE (WINDSOR) (Operating as Brentwood Recovery Home)

## SCHEDULE OF OTHER OPERATING EXPENSES

For The Year Ended March 31, 2022 (with comparative figures for 2021)

Schedule 4

	<u>2022</u>	<u>2021</u>
Amortization of property and equipment	\$ 247,271	\$ 234,813
Retiree (Note 8)	28,528	26,545
	<hr/>	<hr/>
	<b>\$ 275,799</b>	<b>\$ 261,358</b>

See accompanying notes