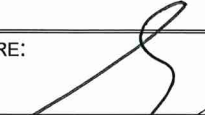




CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

ORGANIZATION: NANAIMO ASSOCIATION FOR COMMUNITY LIVING		DATE: JUNE 30, 2021	
ADDRESS: #201 – 96 CAVAN STREET, NANAIMO, BC V9R 2V1		PRESIDENT: DANIEL (DAN) JOHNSTON	
ADDRESSES APPLYING FOR: 3421/3423/3425 UPLANDS DRIVE – UNDER SINGLE FOLIO AT 3425 UPLANDS DRIVE (3-BUILDING, 28-UNIT TOWNHOUSE COMPLEX)		SENIOR STAFF MEMBER: GRAHAM MORRY	
		POSITION: EXECUTIVE DIRECTOR	
		CONTACT: GRAHAM.MORRY@NANAIMOACL.COM	
TELEPHONE: (250) 741-0224		TELEPHONE: OFFICE (250) 741-0224, EXT. 260 CELL (250) 713-4117	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: PRIMARILY NANAIMO/PARKSVILLE – BUT HAVE HOME SHARE CONTRACTS SPANNING FROM DUNCAN TO THE COMOX VALLEY			
NO. OF FULL TIME STAFF: 77		NO. OF PART TIME/CASUAL STAFF/CONTRACTED SERVICE PROVIDERS: 241	
NO. OF COMMUNITY VOLUNTEERS: 15		NO. OF VOLUNTEER HOURS PER YEAR: 1,000 (APPROXIMATELY)	
CLIENTS SERVED, LAST YEAR: 224		CLIENTS SERVED, THIS YEAR (PROJECTED): 235	
B.C. SOCIETY ACT REG. NO.: S-21542		REVENUE CANADA CHARITABLE REG. NO.: 10775 8849 RR0001	
CURRENT BUDGET: \$14.2 M		LEGAL DESCRIPTION OF PROPERTY: LOT 51, PLAN VIP13120, DISTRICT LOT 18, WELLINGTON LAND DISTRICT (PID 000-107-221)	
INCOME: \$14,280,575.73			
EXPENSES: \$14,247,800.69		TAX FOLIO NUMBER: 07836.840	
NEXT YEAR PROJECTED: NOT PREPARED AND APPROVED UNTIL FEB 2022			
INCOME: \$15 M		CURRENT YEAR TAXES (IF KNOWN): \$30,046.61	
EXPENSES: \$14.7 M			
SIGNATURE: 	TITLE/POSITION: EXECUTIVE DIRECTOR		DATE: JUN 30, 2021

NOTE: YOUR ORGANIZATION'S MOST RECENT YEAR-END FINANCIAL STATEMENTS AND CURRENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT), AS WELL AS THE MOST RECENT SOCIETY ACT ANNUAL REPORT (FORM 11).

CITY OF NANAIMO GRANT QUESTIONNAIRE

1. Please describe the Purpose or Mandate of your organization in this community.

Nanaimo Association for Community Living (NACL) is a non-profit society, incorporated under the Society Act. (Society No. S-21542) on July 22, 1986, providing support and services to Nanaimo and area citizens with disabilities ("diversabilities").

NACL is governed by a volunteer board of directors. Our new Vision Statement as of June 2021 is "A world where all people with diversabilities thrive," while our new Mission Statement is "Through an unwavering commitment to delivering high quality services with integrity, to actively support as many people with diversabilities as possible in their journey to lead thriving lives."

2. Please list the programs and services provided by your organization.

NACL serves people over the age of six with diversabilities. We currently operate 10 residential programs (including a 3-building townhouse complex opened in October 2020 – the subject of this application), one day program (including life skills and vocational preparatory components), an employment program, and a multi-sensory environment (called the Snoezelen Room) in the Nanaimo area. In addition, NACL oversees approximately 118 home share arrangements spanning from Duncan to the Comox Valley, with a primary focus on Nanaimo.

3. Are you planning to change or add to current programs and services in the future?

We plan to keep all current services noted above, and and hope to add additional choice for living arrangements by partnering with Nanaimo Affordable Housing Society to provide housing and supports for seniors with diversabilities in the future.

In addition, following subdivision of our property at 3401 Uplands Drive, we are planning to develop the lower property with BC Housing to provide housing to either seniors or youth in transition with diversabilites, depending on consumer service needs.

4. Please describe the role of volunteers in your organization.

The role of volunteers in our organization is defined in our policy/procedure as:

- ***A person or group providing services to Nanaimo Association for Community Living without financial compensation.***
- ***The use of volunteers by the Association will be encouraged, in order to provide an opportunity for altruistic or interested persons to perform functions or activities not normally performed by employees.***

NACL currently has three different categories of volunteers, as follows:

- ***People in the community who volunteer their time to assist the people we serve in community and home-based activities;***
 - ***Practicum students who volunteer while in the process of completing their educational requirements; and***
 - ***The elected Board of Directors who govern NACL.***
-

CITY OF NANAIMO GRANT QUESTIONNAIRE

Due to the impacts of COVID-19 for the past year and a quarter, we have had minimal community volunteers; however, we have maintained practicum placements through several local post-secondary institutions (with full protocols in place), and we currently have six (6) Board members.

As things open up further from the pandemic crisis, we hope to reintroduce more community volunteer involvement to encourage natural friendships for those we serve.

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

1. Gaming Grant

In October 2020, NACL received a \$32K grant from Gaming to operate NACL's Snoezelen Room. Our Snoezelen Room, which opened in 2008, is a multi-sensory environment that allows adults and children with developmental disabilities and seniors with dementia or other underlying conditions to enjoy gentle stimulation of the senses. There is no need for intellectual reasoning. Participants experience self-control, autonomous discovery and exploration. This purpose-built space facilitates achievement that overcomes inhibitions, enhances self-esteem, and reduces tension. Free from the expectations of others, and far away from the pressures of directed care, they can recuperate and relax. The NACL Snoezelen Room is a community resource that similar organizations and the public are able to utilize on a scheduled basis. While we did close the Snoezelen Room in mid-March 2020 during the initial phases of the COVID-19 pandemic, we did reopen in July 2020 (with added protocols). NACL has to apply for this grant funding every year to sustain the Snoezelen Room's operations.

2. Inclusion BC/CLBC Supported Employment COVID-19 Recovery Fund

In February 2021, NACL received \$30,750 to support six people over a 2-year period to either return to work or obtain supported or customized work as part of COVID-19 recovery, with \$750 included to provide training. Inclusion BC is administering the fund on behalf of the Province of BC/Community Living British Columbia (CLBC), with the premise being to reconnect people to the workforce whose jobs were lost due to the pandemic.

6. Please provide details of fees for service in your organization, and how costs and fees are determined.

1. Staffed Residential and Day Programs

Service contracts are renewed annually with Community Living British Columbia (CLBC) and the Ministry of Children and Family Development (MCFD) to provide services to the people supported by NACL. These contracts may reflect any changes in the CUPE and NACL provincially-negotiated Collective Agreement, but do not contain a general cost-of-living increase. From June 2007, the Ministry of Social Development and Poverty Reduction funds a set portion of the shelter costs for many of our individuals in residential services, and the CLBC contracts have been decreased by this shelter portion.

2. Employment Programs

CLBC refers individuals to our employment programs as part of our core funding, which is based on a pre-set number of individuals who may receive these services.

CITY OF NANAIMO GRANT QUESTIONNAIRE

3. Operating Budgets

Operating budgets are formalized based on programs and contracts, and previous years' experience. Any discrepancies (i.e. operating deficits) are hopefully resolved when Ministry contracts are renewed. Due to tighter funding allowances, the likelihood of discrepancies being addressed is slim.

7. If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided.

NACL is a member in good standing with Inclusion BC, which in turn is a member of Inclusion Canada. Annual dues are paid to Inclusion BC based on a percentage of NACL's gross contracts, but our relationship is philosophical rather than financial.

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

The Uplands townhouse development is comprised of 28 rental units, serving persons served by our organization as well as low end of market tenants. NACL manages the complex, and each unit is on average approximately 570 sq. ft. in size.

As noted in Question #6, those persons served directly by NACL receive shelter funds which are applied to their rent at this property. Low end of market tenants pay \$880/month plus utilities.

9. Please describe current or planned approaches to self generated income.

As a non-profit society, we are grateful for membership and/or general donations from the community at large. NACL recognizes the need to diversify our community-based services, which in turn diversifies our revenue streams.

Several years ago we established an Endowment Fund for NACL through the Nanaimo Foundation, with NACL's initial investment being \$10,000 to create the fund.

Our other means of self-generated income is through grant writing, when appropriate funding opportunities/requests for proposal arise.

10. Is there any other information about your organization that you would like to provide to support your application?

This specific application is for NACL's townhouse development comprising three buildings at 3241/3423/3425 Uplands Drive, Nanaimo (under one tax folio at 3425 Uplands Drive). Opened in October 2020, this 28-unit complex serves a mix of persons served by NACL (adults) as well as low end of market tenants, in order to be a diverse community in its own right, and to promote inclusion and integration. There are 24/7 supports are available for the residents as needed.

The site has a multi-purpose room to facilitate community connection.

We are extremely grateful for the City's continued support of our organization, with a long-standing Permissive Tax Exemption granted on our Head Office property at 96 Cavan Street in downtown Nanaimo.

We thank you for your consideration to also grant us a Permissive Tax Exemption for this townhouse complex.

CITY OF NANAIMO GRANT QUESTIONNAIRE

Permissive Tax Exemptions enable us, as a non-profit agency, to continue focusing our budgets on service delivery.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

NACL recognizes the City's contribution through its financial reporting to its funders, staff, Board of Directors, and membership. As we are very appreciative of the support the City has given us, NACL has recognized the City with a prominently-displayed plaque at our Administration Office demonstrating our appreciation of these critical grants.

Should this second exemption be granted, we will arrange for another plaque to be created to post at the Uplands site, and we will be honoured to recognize the City on both our website and social media.

"Freedom of Information and Protection of Privacy Act (FOIPPA) Information collected on this form is done so under the general authority of the Community Charter and FOIPPA, and is protected in accordance with FOIPPA. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected, or for a use consistent with that purpose."

Revised 2020-SEP-10 G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\Permissive Tax Exemption Application.docx



2020 BC SOCIETY ANNUAL REPORT

BC Society • Societies Act

NAME OF SOCIETY: **NANAIMO ASSOCIATION FOR COMMUNITY LIVING**

Incorporation Number: S0021542

Business Number: 10775 8849 BC0001

Filed Date and Time: September 29, 2020 01:28 PM Pacific Time

Annual General Meeting (AGM) Date: September 28, 2020

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

SUITE 201 - 96 CAVAN STREET
NANAIMO BC V9R 2V1

Mailing Address:

SUITE 201 - 96 CAVAN STREET
NANAIMO BC V9R 2V1

DIRECTOR INFORMATION AS OF September 28, 2020

Last Name, First Name Middle Name:

BEST, PAUL

Delivery Address:

128 CLARENCE ST
VICTORIA BC V8V 2J2

Last Name, First Name Middle Name:

CUTLER, NEIL

Delivery Address:

1007 GRANDVIEW ST
DUNCAN BC V9L 5Y7

Last Name, First Name Middle Name:

FRASER, MARGARET ROSE

Delivery Address:

5534 TURNER RD
NANAIMO BC V9T 5M4

Last Name, First Name Middle Name:

HORN, PHYLLIS

Delivery Address:

4246 VICTORIA AVE
NANAIMO BC V9T 2A9

Last Name, First Name Middle Name:

JOHNSTON, DANIEL B.

Delivery Address:

1918 BOSTROM RD
NANAIMO BC V9X 1N6

Last Name, First Name Middle Name:

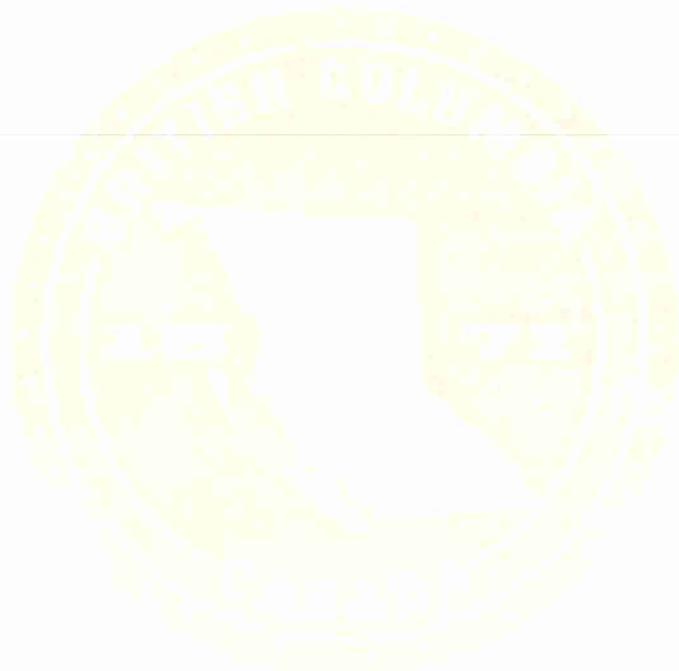
MADSEN, KIRSTEN J.

Delivery Address:

1666 SHERIFF WAY
NANAIMO BC V9T 4A5

CERTIFICATION

I, Marlena Stewart, certify that I have relevant knowledge of the society, and that I am authorized to make this filing.



Nanaimo Association For Community Living
Financial Statements
March 31, 2020

Nanaimo Association For Community Living

Contents

For the year ended March 31, 2020

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Independent Auditor's Report

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Management's Responsibility

To the Members of Nanaimo Association For Community Living:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed entirely of Directors who are neither management nor employees of the Society. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Society's external auditors.

MNP LLP is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with, both the Board and management to discuss their audit findings.

August 24, 2020



Executive Director

Independent Auditor's Report

To the Members of Nanaimo Association For Community Living:

Report on the Audit of the Financial Statements

Qualified Opinion

We have audited the financial statements of Nanaimo Association For Community Living (the "Society"), which comprise the statement of financial position as at March 31, 2020, and the statements of operations, changes in fund balances 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 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 Society as at March 31, 2020, 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

As explained in Note 10, the Society has not reclassified debt due on demand to current liabilities as required by Canadian accounting standards for not-for-profit organizations. Had the long-term debt been reclassified, the current portion of long-term debt would increase and the long-term portion of long-term debt would decrease by \$2,813,143 (2019 - \$1,592,898).

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 Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with 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 Society'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 Society or to cease operations, or has no realistic alternative but to do so.

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society'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 Society'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 Society 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.

Report on Other Legal and Regulatory Requirements

As required by the Societies Act (British Columbia), we report that, in our opinion, the Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

Nanaimo, British Columbia

August 24, 2020

MNP LLP

Chartered Professional Accountants

Nanaimo Association for Community Living
Statement of Financial Position
As at March 31, 2020

	Operating Fund	Gaming Fund	Capital Asset Fund	Reserve Fund	2020	2019
Assets						
Current						
Cash	847,028	-	-	-	847,028	1,282,525
Investments (Note 5)	-	-	-	-	-	328,275
Accounts receivable	32,966	-	893,257	-	926,223	41,753
GST receivable	5,472	-	84,428	-	89,900	1,961
Prepaid expenses	75,342	-	-	-	75,342	40,683
Interfund loans	630,989	(35,868)	(603,548)	8,427	-	-
	1,591,797	(35,868)	374,137	8,427	1,938,493	1,695,197
Cash - internally restricted (Note 4)	-	-	-	183,615	183,615	173,636
Cash - externally restricted (Note 4)	-	35,974	239,986	83,342	369,302	245,375
Investments (Note 5)	337,157	-	-	-	337,157	-
Capital assets (Note 6)	-	-	10,877,510	-	10,877,510	5,032,504
	1,928,954	106	11,491,633	275,384	13,696,077	7,146,712
Liabilities						
Current						
Accounts payable	80,967	-	834,417	-	915,384	91,625
Wages and benefits payable (Note 7)	722,807	-	-	-	722,807	646,651
Deferred contributions (Note 8)	205,283	-	-	-	205,283	80,778
Demand loan (Note 9)	-	-	1,349,968	-	1,349,968	550,879
Current portion of long-term debt (Note 10)	-	-	184,186	-	184,186	162,300
	1,009,057	-	2,368,571	-	3,377,628	1,532,233
Long-term debt (Note 10)	-	-	3,619,064	-	3,619,064	2,701,179
	1,009,057	-	5,987,635	-	6,996,692	4,233,412
Commitment (Note 17)						
Contingencies (Note 18)						
Significant event (Note 19)						
Fund Balances						
Invested in capital assets	-	-	2,199,906	-	2,199,906	1,618,146
Internally restricted (Note 15)	-	-	-	197,882	197,882	188,461
Externally restricted (Note 15)	-	106	3,304,092	77,502	3,381,700	299,177
Unrestricted	919,897	-	-	-	919,897	807,516
	919,897	106	5,503,998	275,384	6,699,385	2,913,300
	1,928,954	106	11,491,633	275,384	13,696,077	7,146,712

Approved by the Board:

Director

Director

Nanaimo Association for Community Living
Statement of Operations and Changes in Fund Balances

For the year ended March 31, 2020

	Operating Fund	Gaming Fund	Capital Asset Fund	Reserve Fund	2020	2019
Revenues						
Community Living British Columbia	10,309,194	-	60,357	-	10,369,551	9,381,377
BC Housing	43,533	-	3,524,386	-	3,567,919	41,649
Ministry of Children and Family Development	891,648	-	-	-	891,648	611,714
Donations and other grants	238,406	-	-	-	238,406	193,957
Ministry of Social Development and Social Innovation	222,021	-	-	-	222,021	229,151
Rental	92,004	-	-	-	92,004	75,784
Users fees	85,313	-	-	-	85,313	68,272
Interest	31,607	221	4,173	4,720	40,721	32,548
City of Nanaimo - Grant in Lieu (<i>Note 11</i>)	33,600	-	-	-	33,600	33,510
Gaming	-	32,100	-	-	32,100	31,400
Miscellaneous	26,226	-	-	-	26,226	35,163
CMHC	-	-	10,000	-	10,000	-
Fundraising	1,331	-	-	-	1,331	50,185
	11,974,883	32,321	3,598,916	4,720	15,610,840	10,784,710
Expenses						
Administration	651,286	-	-	-	651,286	522,356
Amortization	-	-	252,276	-	252,276	237,216
Homeshare contractor fees	2,754,562	-	-	-	2,754,562	2,397,494
Living costs	519,499	-	-	-	519,499	455,423
Occupancy	451,510	-	-	-	451,510	382,130
Wages and benefits	7,195,230	-	-	-	7,195,230	6,387,818
	11,572,087	-	252,276	-	11,824,363	10,382,437
Excess of revenues over expenses before other item	402,796	32,321	3,346,640	4,720	3,786,477	402,273
Loss on disposal of capital assets	-	-	(392)	-	(392)	(114,536)
Excess of revenues over expenses	402,796	32,321	3,346,248	4,720	3,786,085	287,737
Interfund transfers						
Transfer from Gaming Fund for program costs	32,294	(32,294)	-	-	-	-
Payment of principal portion of long-term debt by operations	(148,349)	-	148,349	-	-	-
Replacement reserve provision	(10,000)	-	-	10,000	-	-
Funding of capital asset purchases	(157,188)	-	164,972	(7,784)	-	-
Transfers to other reserves	(7,172)	-	-	7,172	-	-
	(290,415)	(32,294)	313,321	9,388	-	-
Net change in fund balance	112,381	27	3,659,569	14,108	3,786,085	287,737
Fund balances, beginning of year	807,516	79	1,844,429	261,276	2,913,300	2,625,563
Fund balances, end of year	919,897	106	5,503,998	275,384	6,699,385	2,913,300

The accompanying notes are an integral part of the financial statements

Nanaimo Association For Community Living
Statement of Cash Flows
For the year ended March 31, 2020

	2020	2019
Cash provided by (used for) the following activities		
Operating		
Cash receipts from operations	11,523,200	10,694,107
Cash receipts from investment income	31,839	23,753
Cash paid for operating expenses	(4,290,144)	(3,742,929)
Cash paid for wages and benefits	(7,119,074)	(6,356,540)
Cash paid for interest	(126,012)	(82,591)
	19,809	535,800
Financing		
Advances of long-term debt	1,098,120	827,828
Repayment of long-term debt	(148,349)	(141,246)
Advances for demand loan	551,657	199,999
	1,501,428	886,581
Investing		
Purchase of capital assets	(5,357,447)	(1,027,205)
Grant funding through forgivable loan	3,524,386	-
Proceeds on disposal of capital assets	233	2,504
(Increase) decrease in restricted cash	(123,906)	43,131
Proceeds on disposal of investments	-	100,013
	(1,956,734)	(881,557)
Increase (decrease) in cash resources	(435,497)	540,824
Cash resources, beginning of year	1,282,525	741,701
Cash resources, end of year	847,028	1,282,525

The accompanying notes are an integral part of these financial statements

Nanaimo Association For Community Living

Notes to the Financial Statements

For the year ended March 31, 2020

1. Purpose of the society

Nanaimo Association for Community Living (the "Society") was incorporated under the laws of the Society Act of British Columbia as a not-for-profit organization on July 22, 1986. The Society is a registered charity under the Income Tax Act and is exempt from income tax as long as certain conditions are met. It is management's opinion that these conditions have been met.

The purposes of the Society are to relieve conditions associated with disability by providing and operating the following for persons with developmental disabilities residing on Vancouver Island, British Columbia:

- Programs to support the physical, mental and emotional well-being;
- Job training and job placement assistance;
- Non-profit employment programs to offer long-term, meaningful employment;
- Trained personnel and specialized services to assist in daily activities;
- Life management counselling and other supportive services to assist in becoming and remaining more independent and integrated within the community;
- Specially adapted and integrated residential accommodation and incidental facilities;

And to relieve poverty by providing residential accommodation at below market rate, and by providing support and incidental facilities to individuals and families who are in need;

And to do all such other things as are incidental and ancillary to the attainment of the foregoing purposes and the exercise of the powers of the Society.

The Society currently operates various residential programs, a day program, a vocational program, a Snoezelen Room and administers numerous homeshare funding and contractor agreements. The Society also provides respite care and community respite by referral, and is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF).

2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

Fund accounting and revenue recognition

The Society follows the restricted fund method of accounting for contributions.

The Operating Fund reports unrestricted and restricted operating grants, revenues and expenses related to the Society's program delivery and administrative activities.

The Gaming Fund reports revenues from the Society's participation in gaming activities and contributions to the operating fund for a specific program and contributions to the capital fund for capital asset acquisitions relating to that program.

The Capital Asset Fund is used to account for all capital assets of the Society and to present the flow of funds related to their acquisition and disposal, unexpended capital resources and debt commitments.

The Reserve Fund reports the assets, equity, revenues and expenses related to internally and externally restricted reserves for future capital asset repair and replacement activities and other future expenditures.

Restricted operating contributions including Community Living British Columbia, the Ministry of Children and Family Development, the Ministry of Social Development and Social Innovation, and BC Housing are recognized in the year in which the related services are provided. All other restricted contributions are recognized as revenues of the appropriate restricted fund when the amount can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recognized as revenue of the Operating Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Gaming revenues are recognized when received or when the amount becomes receivable.

Rental income and user fees are recognized as revenues in the year that the service is provided.

Interest income is recognized as revenues in the year in which the investment income is earned.

Donations are recognized when received.

2. Significant accounting policies *(Continued from previous page)*

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the straight-line method at rates intended to amortize the cost of assets down to their residual values over their estimated useful lives. Capital assets not yet placed into use, such as construction in progress, are not amortized until they are put into use.

	Rate
Buildings	25 and 40 years
Vehicles	10 years
Computer equipment	3 years
Computer software	5 years
Furniture and fixtures	3 years
Fences	10 years

Contributed materials and services

Contributions of materials and services are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials and services are used in the normal course of the Society's operations and would otherwise have been purchased.

Measurement uncertainty (use of estimates)

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations 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 reporting period. Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives and estimated residual values of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

Financial instruments

The Society recognizes its financial instruments when the Society becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with CPA Canada 3840 Related Party Transactions.

At initial recognition, the Society may irrevocably elect to subsequently measure any financial instrument at fair value. The Society has not made such an election during the year.

The Society subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those designated in a qualifying hedging relationship, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. All other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenues over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at amortized cost or cost.

Nanaimo Association For Community Living

Notes to the Financial Statements

For the year ended March 31, 2020

2. Significant accounting policies (Continued from previous page)

Financial asset impairment

The Society assesses impairment of all its financial assets measured at cost or amortized cost. The Society groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers other criteria such as, whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments; in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Society determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Society reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year earnings/loss.

The Society reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in current year earnings/loss in the year the reversal occurs.

3. Financial instruments

The Society, as part of its operations, carries a number of financial instruments. It is management's opinion that the Society is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

Credit concentration

As at March 31, 2020, two parties accounted for 72% (2019 - three parties for 78%) of the total accounts receivable. The Society believes that there is no unusual exposure associated with the collection of these amounts.

4. Restricted cash

	2020	2019
Cash - internally restricted		
Future expenditures reserve	105,169	103,194
Vehicle replacement reserve	326	320
General capital reserve	78,120	70,122
	183,615	173,636
Cash - externally restricted		
BC Housing replacement reserve	83,342	57,516
Gaming	35,974	3,653
Capital asset funding	239,986	184,206
	359,302	245,375
	542,917	419,011

5. Investments

The investments consist of a GIC maturing in December 2024, with an interest rate of 1.7%. The GIC is pledged as security for the line of credit.

Nanaimo Association For Community Living

Notes to the Financial Statements

For the year ended March 31, 2020

6. Capital assets

		Accumulated	2020	2019
	Cost	amortization	Net book value	Net book value
Land	2,247,234	-	2,247,234	1,664,246
Buildings	5,185,802	2,044,067	3,141,735	2,690,693
Vehicles	698,234	398,305	299,929	270,946
Fences	60,785	43,429	17,356	7,505
Furniture and fixtures	588,795	574,281	14,514	16,704
Computer equipment	96,854	85,749	11,105	10,388
Computer software	32,494	30,961	1,533	2,146
Construction in progress	5,144,104	-	5,144,104	369,876
	14,054,302	3,176,792	10,877,510	5,032,504

7. Wages and benefits payable

Included in wages and benefits payable is \$119,515 (2019 - \$106,715) owing for government remittances.

8. Deferred contributions

Deferred contributions represent operating funds received in the current or previous years that relate to a subsequent year.

	2020	2019
Balance, beginning of year	80,778	142,785
Amounts received during the year	340,000	204,705
Amounts recognized as revenues during the year	(215,495)	(266,712)
Balance, end of year	205,283	80,778
Balances at end of year are comprised of:		
Cedar Opportunities Co-operative	175,032	46,527
Ministry of Social Development and Social Innovation	20,433	20,433
BC Housing	2,615	2,615
Other	7,203	11,203
	205,283	80,778

9. Demand loan

	2020	2019
BC Housing proposal development fund loan	-	550,879
BC Housing construction mortgage loan, interest variable with a limit of prime plus 1%, due on demand, secured by a first priority mortgage over real property with a net book value of \$5,376,798.	1,349,968	-
	1,349,968	550,879

Nanaimo Association For Community Living
Notes to the Financial Statements
For the year ended March 31, 2020

10. Long-term debt

	2020	2019
Coastal Community Credit Union term mortgage on Hammond Bay home. Repayable in monthly instalments of \$1,273 including interest at 4.25% with a maturity date of February 2024, secured by real property with a net book value of \$83,289 (2019 - \$94,539).	228,908	234,306
Coastal Community Credit Union term mortgage on Jingle Pot home and carriage house.	-	265,176
BC Housing mortgage on Turner home. Repayable in monthly instalments of \$847 including interest at 1.69% and a maturity date of August 2024, secured by real property with a net book value of \$26,252 (2019 - \$37,982).	43,250	52,586
BC Housing mortgage on Kennedy home. Repayable in monthly instalments of \$890 including interest at 1.05% with an interest rate renewal date of August 2021 and a maturity date of May 2026, secured by real property with a net book value of \$68,908 (2019 - \$79,768).	63,732	73,682
Coastal Community Credit Union line of credit used for vehicle purchases. Interest is charged at 4.45%. Due on demand. Secured by a GIC with a book value of \$337,157 (2019 - \$328,275).	65,536	77,677
Demand Loan - Coastal Community Credit Union term mortgage on Victoria Crescent building. Repayable in monthly instalments of \$7,030 including interest at 3.7%, secured by real property with a net book value of \$1,592,885 (2019 - \$1,641,936). Unless otherwise demanded, the loan will mature in February 2021.	756,541	811,724
Demand loan - Coastal Community Credit Union term mortgage on Caspers Way home. Repayable in monthly instalments of \$1,840 including interest at 3.7%, secured by real property with a net book value of \$405,583 (2019 - \$420,676). Unless otherwise demanded, the loan will mature in February 2021.	212,167	226,096
Demand loan - Coastal Community Credit Union vehicle loan.	-	1,027
Scotiabank vehicle loans. Repayable with total monthly payments of \$752 including interest at 3.49% and 4.49%, with maturity dates of October 2024 and April 2025, secured by two vehicles having a net book value of \$34,341 (2019 - two vehicles at \$39,718).	39,590	46,853
CMHC project seed loan	-	10,000
Demand Loan - Coastal Community Credit Union term mortgage on 3401 Uplands property. Repayable in monthly instalments of \$2,745 including interest at 3.70%, secured by real property with a net book value of \$1,095,647. Unless otherwise demanded, the loan will mature in December 2024.	532,820	-
Demand loan - Coastal Community Credit Union commercial mortgage on Maxey Road home. Repayable in monthly instalments of \$3,430 including interest at 3.50%. Secured by real property with a net book value of \$883,230 (2019 - \$906,985). Unless otherwise demanded, the loan will mature in April 2021.	565,784	578,187
Coastal Community Credit Union term mortgage on Hammond Bay duplex. Repayable in monthly instalments of \$2,641 including interest at 4.25% with a maturity date of February 2024, secured by real property with a net book value of \$721,460 (2019 - \$656,869).	474,967	486,165

Nanaimo Association For Community Living

Notes to the Financial Statements

For the year ended March 31, 2020

10. Long-term debt *(Continued from previous page)*

Demand Loan - Coastal Community Credit Union term mortgage on 3401 Uplands property. Repayable in monthly instalments of \$4,2565 including interest at 3.70%, secured by real property with a net book value of \$1,095,647. Unless otherwise demanded, the loan will mature in December 2024.

	819,955	-
	3,803,250	2,863,479
Less: Current portion	184,186	162,300
	3,619,064	2,701,179

Principal repayments on long-term debt in each of the next five years have been calculated on the assumption that no demand for immediate repayments will be made by the credit union, and that interest will be renewed at comparable rates, and are as follows:

	<i>Principal</i>
2021	184,186
2022	194,717
2023	201,775
2024	209,102
2025	194,814
	<hr/>
	984,594

Interest on long-term debt of \$131,158 (2019 - \$85,593) is included in occupancy expenses for \$129,296 (2019 - \$83,301), living costs expenses for \$1,862 (2019 - nil), and administration expenses for nil (2019 - \$2,292).

All of the above BC Housing mortgages are secured by a registered first charge and an assignment of fire insurance proceeds on specific land and buildings.

Loans and notes with repayment terms extending beyond one year with a demand feature have not been classified as current liabilities despite the ability of the credit union to demand repayment at any time. Canadian accounting standards for not-for-profit organizations require the reclassification of long-term debt to current liabilities when the debt has a demand feature. The financial statements do not reflect any adjustments to reclassify these Coastal Community Credit Union debt amounts, totalling \$2,813,143 (2019 - \$1,592,898), to current liabilities.

11. Grant in lieu

The Society receives a grant in lieu of property taxes from the City of Nanaimo on the property at 83 Victoria Crescent.

12. Economic dependence

The Society is dependent on operating and mortgage subsidy assistance as contributed by Community Living British Columbia on behalf of the Provincial Government and BC Housing (formerly CMHC) on behalf of the Federal Government. The Society is also dependent upon operating subsidy assistance as contributed by the BC Ministry of Social Development and Social Innovation.

13. Remuneration

During the year, employee remuneration for positions paid more than \$75,000 totalled \$375,892 for four positions (2019 - \$183,275 for two positions).

The members of the Board of Directors did not receive remuneration in the current or prior year.

Nanaimo Association For Community Living

Notes to the Financial Statements

For the year ended March 31, 2020

14. Employee pension benefits

The Society and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 205,000 active members and approximately 101,000 retired members.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The most recent valuation as at December 31, 2018 indicated a \$2.866 billion funding surplus for basic pension benefits. The next valuation will be as at December 31, 2021 with results available later in 2022. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, with the result that there is no consistent and reliable basis for allocating the obligation, assets and costs to the individual employers participating in the plan.

The Society paid \$380,232 (2019 - \$352,063) for employer contributions to the plan in the year ended March 31, 2020.

15. Restricted fund balances

Internally restricted fund balances:

The Society has restricted funds to provide for the replacement of capital assets (General capital reserve), replacement of motor vehicles (Vehicle replacement reserve) and for other major replacement and repair costs and operating expenses (Future expenditures reserve). These internally restricted amounts are not available for other purposes without the approval of the Board of Directors.

Externally restricted fund balances:

The Society is required under terms of its operating agreement with BC Housing to establish reserves for major capital replacements and repairs for certain of the Society's residences. Under the terms of the agreement with BC Housing, the replacement reserve accounts are to be credited in the amount determined by the budget provision per annum plus interest earned. These funds, along with accumulated interest, must be held in a separate bank account and/or invested only in accounts or instruments insured by the Canada Deposit Insurance Corporation or the Credit Union Deposit Insurance Corporation; in investments guaranteed by a Canadian Government; or in other investment instruments as agreed upon with BC Housing.

The BC Housing replacement reserves are required to be fully funded, and they were fully funded at year end.

	2020	2019
Internally restricted fund balances		
Future expenditures reserve	163,523	161,549
Vehicle replacement reserve	326	320
General capital reserve	34,033	26,592
	197,882	188,461
Externally restricted fund balances		
BC Housing replacement reserves	77,502	72,815
Unspent Gaming Fund working capital	106	79
Capital Asset Fund working capital	(220,294)	226,283
BC Housing Forgivable Mortgage recognized as revenue in the Capital Asset Fund	3,524,386	-
	3,381,700	299,177
	3,579,582	487,638

Nanaimo Association For Community Living

Notes to the Financial Statements

For the year ended March 31, 2020

16. Funding review and subsidy adjustment

Community Living British Columbia may conduct a compensation increase review in order to determine whether the Society was over or under funded during the year. Any amount determined to be receivable or payable by the Society will be reflected in the accounts in the year of settlement.

BC Housing conducts an annual review of the financial statements and may adjust for any operating surplus or deficit. Prior year's funding adjustments are recognized in the fiscal year they are determined. In 2020, \$3,419 (2019 - \$2,907) for prior year net funding adjustments were received from BC Housing.

17. Commitment

As at March 31, 2020 the Society had a significant commitment to Knappett Projects Inc. for the construction of the 3425 Uplands housing project. The project is expected to be completed in July 2020 and the contract has a remaining commitment of \$1,347,885.

18. Contingencies

BC Housing holds a second priority mortgage for \$4,955,562 on the 3425 Uplands property for the sole purpose of ensuring the Society complies with the specific use of the building under the terms of the operating agreement. The interest rate is prime plus 2% which is compounded semi-annually. Payments on account of principal and interest will not be required unless there is default under the mortgage or operating agreement. If the Society uses the building for the intended purpose, and operates the project for eligible occupants, the loan will be forgiven 1/25 each year, commencing in the 11th year, which would be after June 2030. Interest does not start to accrue until after the loan is deemed to be in default and would be payable only on the balance outstanding at that time. The balance at March 31, 2020 is \$3,524,386.

As at March 31, 2020 there were other outstanding claims against the Society, however no liability has been recorded because the outcome is undeterminable.

19. Significant event

In early 2020, there was a global outbreak of COVID-19 (coronavirus), which has had a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Society as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus. While the extent of the impact is unknown, we anticipate this outbreak may cause reduced customer demand, supply chain disruptions, staff shortages, and increased government regulations, all of which may negatively impact the Society's business and financial condition.

20. Comparative figures

Certain comparative figures have been reclassified to conform with current year presentation.

**Nanaimo Assoc. for Community Living
Comparative Balance Sheet**

	As at 31 Mar, 2021	As at 31 Mar, 2020
ASSET		
Current Assets		
Petty cash - Admin	700.00	1,700.00
Petty cash - ACT	1,000.00	1,000.00
Petty Cash - WORKS	100.00	100.00
Petty Cash - SNZ	50.00	50.00
Petty Cash - JPH	400.00	400.00
Petty Cash - TCH	300.00	300.00
Petty Cash - PRH	300.00	300.00
Petty Cash - UDH	200.00	0.00
Petty Cash - WLH	200.00	0.00
Petty Cash - NOT	200.00	200.00
Petty Cash - KEN	300.00	300.00
Petty Cash - CWH	300.00	300.00
Petty Cash - MRH	200.00	200.00
Petty Cash - YSH	300.00	300.00
Petty Cash - Homeshare General	100.00	100.00
Petty Cash - FS8002 M. Hallberg	300.00	300.00
Credit Union - chequing	1,515,467.34	608,414.07
CU - High Interest Savings Acco...	54,880.00	54,838.91
Credit Union - shares	7.33	7.33
Capital - CU Chequing	241,065.92	239,985.98
Capital Reserves	78,471.73	78,120.18
CU - BC Housing reserve	83,718.53	83,343.50
CU - Vehicle Reserve	327.19	325.75
CU - Future expenditure reserve...	32,475.06	32,329.57
CU - Future expenditures reserve	73,166.92	72,839.16
CU - Gaming acct	8,379.05	35,966.57
CU - Gaming shares	7.33	7.33
CU - GIC 5 Year Rate Climber - ...	343,263.51	337,157.11
Total Bank accounts	2,436,179.91	1,548,885.46
Accounts receivable - control	165,968.91	104,177.29
Accounts Receivable - other	(915.96)	536,786.89
GST Construction 100%	0.00	16,896.71
GST Receivable	0.00	68.85
Capital - Accounts receivable	0.00	358,193.40
Promissory Note A/R - CoCo	175,000.00	0.00
Operating-Due to/from Capital F...	75,730.71	603,547.95
Operating-due to/from Reserve ...	(55,822.60)	(8,426.56)
Operating due to/from Gaming	34,746.43	35,867.88
Capital-due to/from Operating F...	(75,730.71)	(603,547.95)
Reserve-due to/from operating f...	55,822.60	8,426.56
Gaming due to/from Operating	(34,746.43)	(35,867.88)
Co-op Equity	1,800.00	1,800.00
Total Accounts Receivable	341,852.95	1,017,923.14
Prepaid expenses	67,018.41	75,341.91
TOTAL CURRENT ASSETS	2,845,051.27	2,642,150.51
Capital Assets		
Net - Software	919.94	1,533.22
Net Computers	4,584.63	11,105.41
Net - Furniture & equipment	14,525.50	14,514.29
Net - Vehicles	296,797.68	299,929.64
Net - Fence	14,016.63	17,355.10
Building - ADM	2,020,472.70	2,012,777.01
Building - JPH	499,770.42	498,593.26
Building - HBH	281,229.31	281,229.31
Building - TCH	293,259.53	293,259.53
Building - UDH	6,798,779.31	5,144,103.78
Building - UDH2	525,171.82	523,121.82
Building - KEN	273,365.46	271,498.46
Building - MRH	593,867.05	593,867.05
Building - CWH	388,028.20	377,320.19
Building - SWH	334,135.60	334,135.60
Accum amort - Buildings	(2,357,282.89)	(2,044,066.87)

**Nanaimo Assoc. for Community Living
Comparative Balance Sheet**

	As at 31 Mar, 2021	As at 31 Mar, 2020
Net - Buildings	9,650,796.51	8,285,839.14
Land - ADM	398,845.00	398,845.00
Land - JPH	26,000.00	26,000.00
Land - HBH	18,000.00	18,000.00
Land - TCH	22,900.00	22,900.00
Land - UDH	232,694.00	232,694.00
Land - UDH2	588,984.26	582,988.00
Future dev costs 3401 Uplands	31,797.62	0.00
Land - KEN	48,500.00	48,500.00
Land - MRH	348,750.00	348,750.00
Land - CWH	167,867.15	167,867.15
Land - SWH	400,690.00	400,690.00
Total Land	2,285,028.03	2,247,234.15
Total Capital Assets	12,266,668.92	10,877,510.95
TOTAL ASSET	15,111,720.19	13,519,661.46
LIABILITY		
CURRENT LIABILITIES		
Accounts payable - control	9,416.37	354,844.13
CCCU - Operating Line of Credit	49,313.75	65,536.02
Accounts payable - other	0.03	437,099.97
CU MasterCard	(2,427.60)	37,674.99
Accrued property taxes	20,866.98	0.00
Accrued audit	11,838.75	11,208.75
Accrued mortgage interest	10,633.18	11,493.70
Accrued Vehicle Loan Interest	84.76	215.98
Security deposits - Operating	15,280.00	3,030.00
Held in Trust	6,933.13	5,867.39
Funds in Trust - Actions Coffee	5,832.62	6,956.19
Funds in Trust - Actions Hot Lunch	4,374.35	4,509.04
Deferred revenue - Operating	30,251.26	30,251.26
CoCo Grant Payable - Annual Fdn.	175,031.65	175,031.65
Accumulated time accrual	84,039.20	60,682.24
Accrued stat pay	62,166.31	35,230.29
Accrued holiday pay	313,154.01	238,171.10
Accrued savings	66,748.05	59,108.64
CUPE - Union dues	9,735.70	0.00
Pension Plan Payable	40,155.36	33,683.39
Receiver General - Source ded	79,162.30	64,412.26
WCB payable	90,510.93	53,512.93
EHT Accrued	5,834.24	1,589.64
Payroll liabilities	751,506.10	546,390.49
TOTAL CURRENT LIABILITIES	1,088,935.33	1,690,109.56
RESERVES		
BC Housing Replacement Reserve	72,815.00	72,815.00
Capital Reserve Fund	26,592.00	26,592.00
Vehicle Replacement Reserve	320.00	320.00
Future Expenditures	161,549.00	161,549.00
TOTAL RESERVES	261,276.00	261,276.00
LONG TERM LIABILITIES		
CMHC Loan - TCH	33,735.98	43,250.30
CMHC Loan - KEN	53,673.09	63,731.61
CCCU - HBH	223,230.08	228,907.59
CCCU - HBH Duplex	463,191.62	474,967.32
CCCU Loan - MRH	549,387.69	565,784.05
BCH Loan UDH	3,532,483.23	1,392,456.18
Scotiabank Vehicle Loan P1718-...	15,136.77	18,629.41
Scotiabank Vehicle Loan P1819-8	17,205.17	20,960.11
CCCU Loan - 83 Victoria Cres	699,004.26	756,540.80
CCCU Loan - CWH/BER	197,615.56	212,166.58
CCCU Loan - UPH#2 + JPH	519,326.06	532,820.46

Nanaimo Assoc. for Community Living
Comparative Balance Sheet

	As at 31 Mar, 2021	As at 31 Mar, 2020
CCCULoan - UPH#2	798,691.26	819,954.83
TOTAL LONG TERM LIABILTIES	7,102,680.77	5,130,169.24
TOTAL LIABILITY	8,452,892.10	7,081,554.80
EQUITY		
TOTAL FUND BALANCES	6,658,828.09	6,438,106.66
TOTAL EQUITY	6,658,828.09	6,438,106.66
LIABILITIES AND EQUITY	15,111,720.19	13,519,661.46

**Nanaimo Assoc. for Community Living
Comparative Income Statement**

	Actual 01 Apr, 2020 to 31 Mar, 2021	Budget 01 Apr, 2020 to 31 Mar, 2021
REVENUE		
Revenue		
COVID-19 Emergency Funding	767,940.33	0.00
CLBC Staffed Residential	7,741,713.76	7,320,975.60
CLBC - Homeshare Revenue	3,370,385.74	3,005,133.72
CLBC - Homeshare Respite Rev...	79,812.01	20,255.40
CLBC - PSI Revenue	470,816.85	448,947.84
CLBC - Supported Living (UOS)	13,855.64	0.00
MCFD - Family Support Services	941,902.77	994,941.72
MCFD 90570 Staffed Residential	252,661.11	0.00
BC Housing	41,064.00	30,816.00
Ministry of SDSI	217,807.52	224,572.56
Gaming revenue	32,100.00	0.00
City of Nanaimo - Grant in Lieu	29,900.73	35,000.00
Donations & memberships	17,590.16	5,000.00
User fees/Client Per Diem	71,362.67	74,655.48
Interest Income	16,387.54	36,999.96
Fundraising	0.00	1,500.00
Rent income	351,414.30	183,151.44
Miscellaneous Revenue	28,209.54	25,000.00
Total Revenue	14,444,924.67	12,406,949.72
TOTAL REVENUE	14,444,924.67	12,406,949.72
EXPENSE		
Total Home Share Provider Co...	3,671,336.32	2,828,012.40
WAGE AND BENEFITS		
Covid subsidized top up	247,655.40	0.00
Regular wages	5,380,370.39	5,433,088.68
Wages & Benefits Recovery	(202,118.43)	(344,942.16)
Accumulated time	225,748.33	222,200.16
Overtime	153,727.86	168,509.28
Stat Worked premium	55,344.36	51,833.76
Night shift premium	11,410.94	11,972.52
Sick leave	144,376.53	144,914.64
Holiday Pay	518,108.34	501,538.56
Total Wage Expense	6,534,623.72	6,189,115.44
CPP expense	304,027.89	361,904.28
EI Expense	136,587.89	184,554.48
Group benefits	697,154.00	732,320.76
Pension Plan Expense	453,512.84	484,488.12
EHT Employer Health Tax	13,850.92	0.00
WCB expense	272,238.51	288,191.16
Total Employee Benefits	1,877,372.05	2,051,458.80
Recruitment	2,862.95	0.00
Training costs	63,760.88	0.00
Training wages	57,979.33	22,071.00
TOTAL WAGE & BENEFITS CO...	8,536,598.93	8,262,645.24
Occupancy Expenses		
Closure/Relocation Costs	112.50	0.00
GST Rebate Budgeted Per CLB...	0.00	(11,844.12)
Hydro & heating	69,039.09	66,168.00
Insurance expense	64,551.78	27,222.96
Property taxes	104,335.07	52,416.00
Rent/mortgage	230,815.14	165,240.00
Repairs & maintenance	134,627.40	62,608.44
Security expense	1,324.10	2,176.00
Storage/parking rent	13,458.15	8,400.00
Telephone	20,270.63	20,568.00

**Nanaimo Assoc. for Community Living
Comparative Income Statement**

	Actual 01 Apr, 2020 to 31 Mar, 2021	Budget 01 Apr, 2020 to 31 Mar, 2021
Water, sewer, garbage	39,120.14	9,999.96
Total Occupancy Expenses	677,654.00	402,955.24
Administration Expenses		
Accounting & Professional Servic...	105,148.95	30,000.00
Accreditation	0.00	2,000.00
Appreciation & Recognition	25,304.29	15,000.00
Audit fees	23,677.50	25,000.00
Bank charges & interest	2,202.20	5,000.00
Interest Expense	10,268.24	0.00
Community Involv./Relations & D...	4,929.42	10,000.00
Computer & internet costs	155,547.41	119,060.04
Donations	0.00	5,000.00
Dues & memberships	13,139.89	15,000.00
Fundraising	49.15	0.00
Legal	20,337.34	2,500.00
Meetings & Community Involvem...	5,578.40	20,000.00
Office supplies/Cleaning/Leases	23,353.72	21,000.00
Postage & courier	2,377.64	3,000.00
Administrative costs Uplands	5,610.00	0.00
Total Administration Costs	397,524.15	272,560.04
Transportation expense		
Personal vehicle use	18,418.55	19,800.00
Vehicle fuel	47,776.21	78,228.00
Vehicle insurance	24,911.00	16,701.36
Vehicle Loan interest	1,393.11	7,944.00
Vehicle repairs	39,334.09	18,600.00
Total Transportation expense	131,832.96	141,273.36
Living costs		
Cablevision	14,825.77	14,028.00
Cash (Over)/Short	(129.08)	0.00
Food	170,056.93	179,304.00
Household	65,717.94	30,996.00
Medical supplies	57,679.72	29,516.40
Covid Preparedness expenses	22,055.42	0.00
Program costs	64,420.65	121,037.04
Recreation (Program/Client)	4,381.84	67,111.08
Total Living Costs	399,009.19	441,992.52
Extraordinary Items		
Gain or loss on disposal of assets	2,163.42	0.00
Total Extraordinary Items	2,163.42	0.00
Total Interfund Transfers	408,084.27	170,606.16
TOTAL EXPENSE	14,224,203.24	12,520,044.96
NET INCOME	220,721.43	(113,095.24)

	2019/20 Actual	3rd Q 2020/21 Actual	2020/21 Budget	2021/22 Budget
Calculations - Do not enter				
6300 Covid-19 Emergency Funding		531,742.00		
6420 Community Living of BC	6,372,373.46	5,712,230.18	7,320,975.82	8,376,255.75
6421 CLBC - Homeshare Revenue	2,493,469.90	2,472,743.29	3,005,133.72	3,353,654.95
6422 CLBC - Homeshare Respite Revenue	76,891.24	59,503.54	20,255.40	21,592.84
6423 CLBC - PSI Revenue	438,642.48	354,510.71	448,947.86	490,803.32
6428 MCFD - Family Support Services	611,714.24	902,393.81	994,941.66	1,155,362.25
6430 BC Housing	36,648.60	29,898.00	30,816.00	30,816.00
6435 Ministry of SDSI	229,150.58	164,709.90	224,572.56	228,500.16
6440 Gaming revenue	31,400.00	32,100.00		
6445 Capital Revenue	5,000.00		0.00	0.00
6450 City of Nanaimo - Grant in Lieu	33,509.70	29,900.73	35,000.00	38,000.00
6455 Grant Revenue - Human Resources		0.00		5,000.00
6520 Donations & memberships	193,957.45	16,615.16	5,000.00	8,000.00
6540 User fees/Client Per Diem	68,271.53	52,426.69	74,655.44	74,655.44
6545 Interest Income	32,547.79	11,347.61	37,000.00	18,000.00
6550 Fundraising	50,184.75	0.00	1,500.00	1,500.00
6560 Rent income	171,783.84	235,046.48	183,151.44	447,435.02
6570 Miscellaneous Revenue	35,163.40	23,241.88	25,000.00	31,000.00
6590 Assessments				
TOTAL REVENUE	10,880,708.96	10,628,409.98	12,406,949.90	14,280,575.73
7055 Home Share Contract Fees	2,348,292.27	2,835,983.70	2,828,011.92	3,116,914.32
7056 Home Share Respite Fees	49,201.87	39,014.38		
Total Home Share Contractor Pyr	2,397,494.14	2,874,998.08	2,828,011.92	3,116,914.32
7107 Covid subsidized top up		37,228.00	-	-
7110 Regular wages per FGT	4,038,899.32	4,066,689.75	5,433,088.77	6,020,373.74
7110 Supervisor wages per FGT			820,531.45	-
7115 Wage recovery	-23,809.44	-200,418.40	-344,942.04	3,710.36
7120 Accumulated time	192,503.98	173,814.51	222,200.25	231,002.74
7140 Overtime	104,324.40	119,551.08	168,509.24	191,657.91
7160 Stat Worked premium	39,321.07	45,537.04	51,833.79	56,607.34
7170 Night shift premium	10,204.21	8,614.63	11,972.50	13,470.74
7180 Sick leave	116,116.31	106,462.30	144,914.49	140,484.01
7190 Holiday Pay	446,318.11	389,723.94	501,538.51	511,078.09
7220 CPP expense	222,851.55	214,368.70	361,904.28	343,661.39
7230 EI Expense	113,325.09	97,103.16	184,554.48	149,896.96
7240 Group benefits	538,361.36	502,113.25	732,320.76	930,511.49
xxxx Total benefits per FGT			118,829.78	-
Total benefits per FGT - Supervisors			282,486.47	-
7245 Pension Plan Expense - contract or	352,063.01	339,932.72	484,488.12	607,687.08
7260 WCB expense	170,040.93	181,727.58	288,191.16	216,507.95
7270 Wage Inc + Benefits - Wages & Bei	0.00	0.00		-
7272 Allocation Operational Mgmt Wages - Actual		0.00		-
7280 Recruitment		673.18		
7290 Training costs	27,651.61	26,672.42	0.00	30,000.00
7295 Training wages	68,021.20	41,612.56	22,071.00	28,602.00
Total Wages & Benefits	6,416,192.71	6,151,406.42	8,262,645.31	9,467,831.09
7306 GST Rebate Budgeted Per CLBC				
FGT	0.00	0.00	-11,844.12	11,796.12
7305 Closure/Relocation Costs		112.50		
7310 Hydro & heating	62,061.39	50,879.19	66,168.00	68,568.00
7320 Insurance expense	27,677.98	42,120.51	27,223.00	63,202.16
7340 Property taxes	58,254.63	83,468.01	52,416.00	88,757.64
7350 Rent/mortgage	205,301.35	163,662.97	165,240.00	335,784.48
7360 Repairs & maintenance	63,827.41	84,865.57	62,608.44	60,748.44
7365 Security expense	1,627.12	536.71	2,176.00	1,876.00
7370 Storage/parking rent	16,318.32	10,498.65	8,400.00	5,400.00
7380 Telephone	18,105.44	14,898.49	20,568.00	24,048.00
7390 Water, sewer, garbage	24,956.61	24,905.08	10,000.00	16,800.00
Total Occupancy	478,130.25	475,947.68	402,955.32	653,388.60

7405 Accounting & Professional Services	32,586.59	67,545.17	30,000.00	33,000.00
7410 Accreditation	0.00	0.00	2,000.00	-
7415 Appreciation & Recognition	11,392.45	24,383.98	15,000.00	30,000.00
7420 Audit fees	30,045.77	17,550.00	25,000.00	25,000.00
7423 Bad Debts	0.00			-
7425 Bank charges & interest	7,837.90	2,355.36	5,000.00	2,000.00
7430 CSSEA - Inclusion BC AGM	0.00	954.42		-
7435 Community Involv./Relations & Dev	33,765.09	0.00	10,000.00	10,000.00
7440 Computer & internet costs	104,747.71	116,718.99	119,060.00	126,060.00
7441 Donations	3,495.57	9,932.95	5,000.00	5,000.00
7445 Dues & memberships	14,773.75	0.00	15,000.00	15,000.00
7450 Fundraising - Value Village	13,218.62	32.04		-
7455 Legal	400.50	19,936.99	2,500.00	2,500.00
7460 Meetings & Community Involvement	18,277.60	4,900.54	20,000.00	6,000.00
7465 New Initiatives (offset by revenues :)	193,074.92			-
7470 Office supplies/Cleaning/Leases	27,804.70	17,189.54	21,000.00	12,000.00
7480 Postage & courier	2,560.46	1,391.93	3,000.00	2,000.00
7485 Food Initiative	0.00	0.00		-
7487 Transformation Grant	0.00	0.00		-
7490 Administration costs Uplands		5,610.00		
Total Administration Cost	493,981.63	288,533.95	272,560.00	268,560.00
8100 Personal vehicle use	20,717.78	14,075.80	19,800.00	56,400.00
8120 Vehicle fuel	50,943.83	34,831.85	78,228.00	54,048.00
8130 Vehicle insurance	17,042.00	18,685.76	16,701.36	16,892.40
8140 Vehicle Loan interest	0.00	1,018.14	7,944.00	7,944.00
8150 Vehicle repairs	54,244.54	32,627.08	18,600.00	18,600.00
Total Transportation Expenses	142,948.15	101,238.63	141,273.36	153,884.40
8410 Cablevision	11,770.57	10,576.05	14,028.00	14,508.00
8420 Cash (Over)/Short	2,180.33	-79.06		-
8430 Food	156,849.18	126,988.69	179,304.00	188,304.00
8440 Household	48,235.36	46,067.16	30,996.00	31,416.00
8450 Medical supplies	32,856.34	42,047.73	29,516.40	29,516.40
8455 Covid Preparedness expense		20,497.83		
8460 Program costs	59,776.72	45,759.47	121,037.00	128,173.56
8465 Recreation (Program/Client)	806.52	2,842.12	67,111.08	67,795.08
Total Living Costs	312,475.02	294,699.99	441,992.48	459,713.04
9100 BC Housing reserve allocation			10,000.08	10,000.08
9120 Capital Reserve Allocation			9,224.04	8,324.04
9140 Vehicle replacement reserve				-
9150 Furniture reserve allocation				-
9200 Principal Portion of Long Term Debt			199,278.16	157,081.20
9400 Transfer to/from Operating Fund				-
9410 Transfer to/from Capital Fund				-
9420 Transfer to/from Reserve Fund			-10,000.00	10,000.08
9430 Transfer to/from Gaming			-37,896.00	37,896.00
9460 Funding of capital assets				-
9465 Funding of Capital Asset Repairs				-
9470 Funding of Amortization				-
9500 Amortization expense	237,215.60			-
9995 Administration allocation			0.00	0.00
Total Interfund Transfers	237,215.60	0.00	170,606.28	127,509.24
TOTAL EXPENSES	10,478,437.50	10,186,824.75	12,520,044.67	14,247,800.69
NET INCOME	402,271.46	441,585.23 -	113,094.77	32,775.04
	3.70%	4.15%	-0.91%	0.23%
Gain or loss on disposal	114,536.29	2,163.42		
Net income	287,735.17	439,421.81		
Per Sage income statement	287,735.17	439,453.85		
Difference Recruitment	- 0.00	-		
Difference Grant Rev Human Resources		0.00		
	<u>287,735.17</u>	<u>439,453.85</u>		