

COMMUNITY LIVING
North Halton



2023 -2024 ANNUAL REPORT

Transforming Challenges into

Opportunities



Celebrating our 69th Year

Annual General Report

April 1, 2023-March 31, 2024

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Mission, Vision, Values

MISSION:

Community Living North Halton, in partnership with families and the community, supports the choices and personal growth of individuals with a developmental disability.

VISION:

A community where everyone belongs and is valued.

VALUES:

- Personal Choice- We believe the personal choices and goals of an individual provide direction for supports and services provided by the organization.
- Fairness and Respect- We embrace the diversity of people and treat each individual and family with respect, dignity and equity.
- Inclusion- We believe that all citizens have a right to fully participate in their community.
- Partnership- We value and promote partnerships with families and the community.
- Wellness and Learning- We strive to create an environment that promotes wellness and learning opportunities for both employees and for the individuals we support.
- Innovation and Excellence- We embrace new ideas and approaches and are committed to providing services and supports that enhance the quality of life of individuals and families.
- Integrity and Accountability- We are committed to upholding the highest ethical standards and demonstrating our accountability.

2023-2024 Board of Directors

Executive

Tim O'Connor, President:	416-419-0130	tjoconnor@sympatico.ca
Jan Anders, 1st Vice President:	905-878-1430	jan@allegramilton.com
Hugh Williams, 2nd Vice President:	416-400-4868	hughwilliams683@gmail.com
Eito Nijholt, Treasurer:	905-691-9081	eitonijholt020@sympatico.ca

Directors

Stewart Chantler
Nancy Corbett
Jeanette Frank
Leslie Howchin

Bryan Lewis
Dino Mazzorato
Betty Stenning
Theo Wolder

Advisory Board: Hal Gies

IN MEMORIAM



The individuals we support are more than just daughters, sons, sisters, brothers, and roommates—they are part of our CLNH family. We will always cherish their memory in our hearts.

Kelly Mitchell
August 22, 1967 - May 23, 2024

“Memory is a way of holding on to the things you love, the things you are, the things you never want to lose.”

~The Wonder Years

MEMBERSHIP REPORT

The Membership Committee is one of several working committees composed of members from the Board of Directors. This past year, the committee was co-chaired by Theo Wolder and Jeanette Frank. Other members included Leslie Howchin, Hugh Williams, Eito Nijholt and Nancy Corbett. A primary focus of the committee is to solicit new members and raise community awareness about the role that Community Living North Halton (CLNH) plays in supporting individuals with a developmental disability. As a committee, we work with CLNH Management to encourage previous members to annually renew their membership at a nominal fee. The annual membership is valid from April 1 to March 31 of the following year and in keeping with the electronic age, can be renewed online. Individual and family memberships are available.

Self-Advocates are entitled to a free membership upon the completion of a Membership Application Form. To keep members informed of the countless activities enjoyed by our Individuals and the many events held throughout the year, members receive a monthly electronic newsletter.

As a committee, we also help to support and organize several functions throughout the year. A highlight for CLNH participants is the annual Christmas Dinner & Dance, which was held this year at Galaxy 707 in Oakville. This event was enjoyed by over 150 individuals, staff and family members! A special highlight of the evening was a visit from Santa who shared a small gift with our supported individuals.

The Membership Committee recognizes the many contributions that the staff make to CLNH in providing support for both children and adults. To show our appreciation, the Membership Committee will once again take the lead on organizing a 'Staff Appreciation' luncheon in October 2024 at Country Heritage Park. This is an opportunity for staff to be recognized for their efforts and to receive awards to acknowledge milestone years of service. Our Staff Appreciation event in September 2023 was a resounding success!

MEMBERSHIP (continued)

As we are a working board, Board Members also assist with fundraising events, Agency Strategic Plan, Educational and Social gatherings for Community Living North Halton. Should you have further questions about becoming a member of our Board, please contact either Theo Wolder (t_wolder@gmail.com) or Jeanette Frank (jcrossfrank@gmail.com) .

In addition to thanking the members of this committee, I would like to acknowledge the ongoing dedication and support from our Executive Director, Greg Edmiston and our Executive Coordinator, Julia Botnick in supporting the Membership Committee.

Respectfully submitted by,
Jeanette Frank, Membership Committee (Co-Chair)
Board of Directors



MEMBERSHIP

Our members are very important to the longevity of Community Living North Halton. Here is a list of our members for the fiscal year
April 1, 2023 - March 31, 2024

Adam, Charolette & Jamie
Anders, Doug & Jan
Baker, John & Norma
Baker, Thomas & Martha
Beeney, June-Life Member
Brown, Jim & Carol
Chantler, Stewart
Corbett, Nancy
Crossley, Jeanette
Daviau, Moe, Monica & Jason
Durno, Sarah, Ken & Elise
Frank, Jeanette & Jennifer
Frank, Laura
Frank, Reid
Gavreau, Shayne
Gross, Ron, Sharon & Jonathon
Hill, Marion & David
Hillier, Dianne, Iain & Matthew
Howchin, Leslie, Bob & Lee
Mazzorato, Dino

Mazzorato, Dino
McDuffe, David
McDuffe, Daniel
McPherson, Kirk
Mitchell, Elizabeth & Mirren
Muir, Conrad & Jeanette
Nijholt, Eito, Jette & Kelly
O'Brien, Gregory
O'Connor, Tim
Platts, Neil
Snow, Brenda & Lee
Spicer, Yvonne
Stenning, Betty
Terlecki, Ben, Jane & Andrea
Tweyman, Mark
Twiss, Terri, Ron & Ryan
Verhaegan, Gale, Ted & Dale
Vickery, Mike & Carol
Williams, Hugh & Andrea
Wolder, Theo, Betty Ann & Kathleen

SUPPORTERS

Over the last year, Community Living North Halton has been grateful to receive generous contributions from numerous individuals, families, businesses, and community partners. Whether you've participated in our fundraising events or made a donation, we want to extend our heartfelt thanks! Your support means the world to us, and we truly value our amazing community and all that you do for CLNH.



68th ANNUAL GENERAL MEETING - Minutes

September 7, 2023
Norval United Church
14015 Danby Road
Georgetown, ON
@7:00 p.m.

1. Call Meeting To Order:

Tim O'Connor called the meeting to order at 7:00 pm.

2. Recited Land Acknowledgement

Called on Theo Wolder for Credentials

3. Credentials Report:

Theo reported that there are sufficient numbers (17) of members in good standing here tonight to represent quorum.

The By-Laws of Community Living North Halton require that the quorum of membership for the Annual General Meeting shall constitute not less than 10 members present and that members would raise their hands to vote. We therefore have a quorum and this meeting is properly constituted.

4. Notice of Meeting:

Greg Edmiston advised that notice of the 68th Annual General Meeting of Community Living North Halton was sent out August 2nd, 2023 in accordance with the By-Laws and all proper notice was given of today's meeting.

5. Approval of Agenda: Tim O'Connor

Motion #1

Moved by:	Betty Stenning
Seconded by:	Nancy Corbett

...that the Agenda for this Annual General Meeting be approved as presented.

CARRIED

68th AGM - Minutes (continued)

6. Approval of Annual General Meeting Minutes of September 29, 2022:

Motion #2

Moved by: Hugh Williams
Seconded by: Stewart Chantler

...that the Minutes of the September 29, 2022 Annual General Meeting be adopted as presented.

CARRIED

7. President's Report:

- Tim reviewed some of the highlights of his report
- Thanked all of our volunteers for all events
- Looking forward to future and improving services we offer

8. Finance:

- Eito Nijholt, Treasurer, honoured to present the financial statements for year ending March 31, 2023.
- Advised Financial Statements are on page 51 of booklet and read from it. Thanks to Auditors Grant Thornton LLP.
- Congrats to Jessica and staff for keeping in balance our annual operating budget.
- Would also like to thank all of those who raise funds for the non-government funded programs.
- Looking forward to meeting financial obligations while maintaining support for all clients

Motion #3

Moved by: Eito Nijholt
Seconded by: Hugh Williams

...that the Audited Financial Statements to March 31, 2023 be accepted as presented.

CARRIED

68th AGM - Minutes (continued)

Motion #4

Moved by:

Eito Nijholt

Seconded by:

Jeanette Frank

...that the firm of Grant Thornton LLP, Chartered Accountants, be appointed as auditors for the 2023/2024 fiscal year.

CARRIED

9. EDI Report:

- Sheldon and Betty introduced themselves from the EDI Committee
- Reviewed what's happening at CLNH this year for EDI and highlights from his report
- Have 11 dedicate members at this time
- Formed partnership with HMC Connections (Halton Multicultural Council)
- To bring more activities and workshops with and EDI lens
- Over past year have deployed over 100 internal communications about various religious practices
- Began a Guest Speaker series this year with 3 guests throughout the year
- Helped to raise awareness about EDI
- Will continue to move the needle forward as we work towards a more inclusive community

10. Volunteer of the Year:

- Theo and Jeanette described the instigation of the Volunteer of the Year Award
- Realized that we did not have a way to recognize this group of people
- Decided, with the passing of Mary, to posthumously nominate her as first recipient as of 2021
- Described the criteria of the award, pointed out that this can be awarded to anyone who volunteers with CLNH
- Theo described the nominee's activities within CLNH and pointed out how long he had been involved with CLNH – since 2006
- Has worn many hats within CLNH, involved in numerous committees and fundraisers
- His contributions have been invaluable & we are grateful for his endurance on our board
- Introduced Hugh Williams as our 2022 Volunteer of the Year
- Hugh shared his honour in being nominated for this award and about how much CLNH meant to Mary McDuffe and himself
- Spoke about the support his son received from CLNH before he was finally able to find a permanent home in Burlington

68th AGM - Minutes (continued)

11. Executive Directors Report:

- Congratulations to Hugh on a well-deserved award
- Can't remember a time when Hugh wasn't involved
- Thanks for always being able to count on Hugh and for all his support
- This past fiscal year has continued to challenge us as we emerge from the pandemic
- Learning, finding a sense of belonging and overall have meaningful lives
- Working on our Strategic Plan to help us move forward
- Highlighted Safe bed/Respite Program, have been able to support over 20 families over the past year, giving families a few weeks to re-charge
- Thanks to Jan Crowe-McManus for her diligence and persistence in making this program what it is today
- Re: Children & Family Services – spoke about Entry to School Program
- 30 children in the first year to prepare them to start school
- Have been continuing our journey towards an equitable work place
- Congratulated Sheldon, Betty and the EDI team for working towards this important goal
- Huge thanks to all CLNH Staff, Funders MCCSS and Halton Region, and United Way, local business, foundations, BOD
- On behalf of those we support to say thanks to our members for all of your support

12. Nominations/Election of Board of Directors:

Theo Wolder presented the vacancies and positions whose term ends this year on the Board of Directors. There were four Board positions up for election, and named the individuals indicated on the ballots who have been nominated, seconded and who have agreed to stand for election:

Tim O'Connor

Hugh Williams

Eito Nijholt

Bryan Lewis

As per the emailed letter of notice to the Membership on August 2nd, with a deadline of 11:59 PM on Thursday August 24th, there have been no new nominations for our Board

“I DECLARE THAT Tim O'Connor, Hugh Williams, Eito Nijholt & Bryan Lewis are declared duly elected for a 3-year term.”

67th AGM - Minutes (continued)

13. Introduction of Board Members 2023/2024

Tim O'Connor introduced all the Members of the Board of Directors of CLNH:

Jan Anders, Stewart Chantler, Nancy Corbett, Jeanette Frank, Leslie Howchin, Bryan Lewis, Dino Mazzorato, Eito Nijholt, Tim O'Connor, Elizabeth Stenning, Hugh Williams, Theo Wolder & Hal Gies (Advisory)

- Tim thanked those who chose to serve another 3 years on the Board of CLNH

14. Service Presentations:

- Greg and Tim presented service awards to those who were present.

AWARDS FROM 5-45 YEARS

15. ADJOURNMENT:

- Tim thanked everyone for coming out and declared this meeting officially adjourned at 7:47 pm.

Chair

Date

PRESIDENT'S REPORT

I would like to extend a thanks to our management and staff teams, who have been working hard to ensure that every individual we support has a betterment in their quality of life and is valued.

The CLNH Board of Directors, through your management team, has supported many programs and have found the necessary financial and staffing resources to offer these programs to our clients. I am grateful to the many volunteers that support our agency. Without your support we would not be able to sponsor the many events that help to raise money for our various programs.

On behalf of the Board of Directors, I would like to thank Eito Nijholt for his decades of service on the Board of Community Living North Halton. Eito retired from the Board this year after serving for many years, most recently as the Treasurer. He was always willing to volunteer to lend a hand wherever he could and for this, we are all so very thankful.

I appreciate the time commitment and support from our Board. You all truly make a difference. We look forward to the future and will continue to advocate for the best services for the people that we support.

Respectfully submitted by,
Tim O'Connor, President
Board of Directors

TREASURER'S REPORT

It is my pleasure to present the audited financial statements of CLNH for the fiscal year ending March 31, 2024. As some of you may know, Eito Nijholt stepped down as Treasurer and Executive Board Member this year to spend more time with his family. I would like to thank him for helping in my transition to the role, and for all his years of service.

It has been a challenging financial year at CLNH. With the pressures of wage/benefit contracts, increased inflation and changes in Ministry and grant funding, it has required flexibility and resilience on the part of our organization. The financial statements show the financial position at the close of business on the last day of the fiscal year and the financial operation over the prior 12 months.

You can find the Financial Summary on page 55 of the annual report, followed by the Audited Financial Statements. My thanks to the auditors Grant Thornton LLP, Chartered Accountants for preparing these accounts.

I would also like to say a special thank you to Jessica Lee and her staff for working so hard with ever changing scenarios and for providing a balanced annual operating budget. It has taken many hours of hard work.

For those involved in raising funds for programs that are not government funded, it has been deeply appreciated. We could not do what we do without your support.

The Ministry of Children, Community and Social Services has provided one time funding to help us meet the financial challenges of the past year and along with the management team/staff, we have looked at ways of lowering some of our costs. As a result, we are pleased to bring you a balanced budget for this year. As we move forward into the 2024/25 fiscal year, the skills and experience of our organization will continue to be needed. Thank you all.

Respectfully submitted by,
Elizabeth Stenning, Treasurer
Board of Directors

CAPITAL CAMPAIGN REPORT

Transforming Challenges into Opportunities

This past year has been challenging and extremely competitive in securing capital for the various programs offered at Community Living North Halton. However, we have risen to the challenge by building relationships within the broader Halton community, building our network of volunteers and experts in areas which we would like to explore and participate.

Project Search Business Advisory Committee (Halton) has brought a wealth of resources and connections to Halton's business community, building connections to the Halton Hills and Milton Chambers of Commerce, and Halton Region's Small Business Office. These connections can become invaluable to our supported employment staff.

As an organization we have become more aware of the value of the environment and projects we can engage in to enhance our outdoor spaces. Currently, we are working with Conservation Halton, Sustainable Milton, and Fern-ridge Eco-landscaping for knowledge and volunteers in gardening, bat boxes, invasive species removal, tree planting, and more. Everyone engaged is having so much fun and learning new things. As we are building bat boxes, raised garden beds, and compost bins, we are also building friendships and further connections into our community.

We would be remiss if we did not acknowledge Jamie Reaume, Executive Director of Country Heritage Park for his steady support on various programs and projects.

Other developing connections include; Alex Sarchuk, Commissioner Social and Community Services, who has provided links to regional staff expertise including social services, small businesses, and employment. Darren Reynolds, Director of Corporate Development for CN Rail, in building a relationship for potential future projects and for being a new customer at the Lunch Box Café.

CAPITAL CAMPAIGN (continued)

Rishia Burke, Executive Director of Community Development Halton, for their expertise in interpretation of data and research. MP Adam Van Koeverden, who kindly visited and endorsed Project Search. Hilton Hotels for the donation of linens and personal care products. Project Search Ontario and Canada for their knowledge sharing activities, enhancing and building awareness and inclusion in the workforce for people with developmental disabilities.

Capital Campaign

This report is focused on the fiscal year, which was an extremely difficult financial year for all including our funders. Funding realized within the time frame was \$ 79,750, slightly up from previous years. Opportunities to build additional community partnerships are boundless and always has been a major focus.

In Conclusion

Community Living North Halton is blessed in our adaptability to grow the number of diverse and inclusive community partners, to recognize the needs of the community and to work together. Through this, we have been able to grow some of our own food, enhance our environment, build skills and become active members in our communities. Our community continues to transform challenges into opportunities, support growth and create a solid network of caring, knowledge sharing, development, and building a community where everyone belongs and is valued.

Respectfully submitted by,
Nancy Comber



EXECUTIVE DIRECTOR'S REPORT

Transforming Challenges into Opportunities

While we were transitioning from the difficult times we faced through the Pandemic, and with costs rising higher than ever, our staff teams managed to move forward developing new, enhanced day programme activities, building capacity within our residential homes and finding new and improved opportunities to support families within our Ontario Autism Program, among many other exciting initiatives. Our Human Resources team worked extremely hard to address significant staff shortages and all the while, our Finance team worked alongside us to ensure that we were able to address financial deficits with increased costs across the board.

I am so very proud of our staff and management teams. Through the challenges they faced with respect to staffing and financial restraints, they were able to focus on what we needed to do to continue improving how we support people to have meaningful lives, to learn and to grow. They used creativity and perseverance to find other ways to move forward, whether that was less costly approaches or seeking alternative sources of funding.

Our funders, including the Ministry of Children, Community and Social Services and Halton Region have been very supportive this year and have helped us through some difficult times. We are also fortunate to receive significant community support from The United Way, many foundations, local businesses and individuals in our community. We could not do the work we do without them.

Our Board of Directors have supported us to work through many challenges. They continue to demonstrate a tremendous commitment to CLNH and the people we support. They continue to validate our reputation for flexibility and responsiveness. On behalf of the people we support, I would like to say thank you to each of them.

EXECUTIVE DIRECTOR'S REPORT (continued)

As we prepare for the upcoming year, we're eager to embrace new and exciting opportunities, even as we acknowledge the challenges ahead. Our operating costs have increased significantly and will likely continue to do so, making it difficult to secure additional funding. We will need to think innovatively about new funding avenues and find ways to deliver quality support despite diminishing resources. The support from our community will be crucial during this time. With that said, I'm genuinely optimistic about the upcoming fiscal year and the potential to improve our services for those we support.

Respectfully submitted by,
Greg Edmiston
Executive Director



FUNDRAISING REPORT

The (CLNH) Fundraising Committee is made up of members from our Board of Directors, CLNH staff, and agency volunteers. This committee plans, coordinates, and oversees fundraising events that benefit our organization. The funds raised primarily support our Children’s Recreation and Leisure Programs, but we also organize events that direct resources to other CLNH programs where they are most needed. Additionally, we aim to enhance community awareness, providing our neighbours the chance to learn about who we are and what we do. We are very proud to highlight our success over this past year.

The 27th Annual Ray Forde Memorial Golf Tournament was held at Piper’s Heath Golf Course on Tuesday, August 15, 2023. We welcomed over 115 golfers, along with many volunteers and extra dinner guests, enjoying a wonderful day on the course followed by a delightful sit-down dinner where we shared our story. We are thrilled to report that the event generated more than \$50,000 in revenue. We are truly grateful for our sponsors, donors and participants of this event and thank our Volunteers for helping to make it an amazing day.

Giving Tuesday 2023 was celebrated with a different purpose in mind. Our LunchBox Cafe initiated a “Pay it Forward” event, where our community bought 40 meals to share with folks in our area. We appreciated everyone who helped out, and look forward to being able to continue with this initiative in the future.
#payitforward #endhunger

On February 3, 2024, our community joined us in celebrating our 13th annual Mary McDuffe Memorial Bonspiel. With a full attendance of 16 teams, dozens of volunteers and fans cheering on, we enjoyed the event from the first stone thrown, to the last sweep of the day. We raised over \$17,000 this day, and we extend our most sincere thanks to our donors and sponsors of the day, the volunteers and participants who make this fundraiser the resounding success it is.

FUNDRAISING REPORT (continued)

Every year during the holiday season, we kick off our “Christmas Angel” program. Some individuals in our organization may not have family members with whom they can celebrate the holidays with, and this program provides gifts to those who might otherwise go without. Thanks to the generosity of our “Angels,” we can ensure that everyone we support enjoys a joyful holiday season. We are incredibly grateful to all those who contribute to this initiative.

Pack-A-Bag for a Friend Foundation initiative invited CLNH to participate once again this year. Our community’s support helps us meet the needs of those we assist, and our SIL individuals receive beautiful packs filled with essentials like pajamas, hats, mittens, personal care items, and more. A heartfelt thank you to Pack-A-Bag for consistently including us in this wonderful program!

On May 24th, 2024, for the first time ever, CLNH hosted the Hearts & Hopes Casino Night, raising \$7,000 designated to our Accessible Vehicles Fund, of which we are greatly in need. Nearly 100 participants and volunteers came together to enjoy some blackjack, roulette and a variety of Wheel of Chance games. Those who joined us for the evening had such a great time, that they told us they’re looking forward to attending once again, bringing with them more friends and family members. With huge thanks to Country Heritage Park for donating the space, the LunchBox Cafe for providing the food, and for all those who came out to participate, volunteer or donate, we look forward to an even bigger and more prosperous event in 2025.

All of us at CLNH are grateful for the incredible community that surrounds us. To all who support our fundraising efforts, please know how much you make a positive difference in the lives of all those that we support. We wouldn’t be here without all of you!

Respectfully submitted by,
Stewart Chantler, Chair of Fundraising Committee
Board of Directors

Mary McDuffe Memorial Bonspiel



Ray Forde Memorial Golf Tournament



Ray Forde Memorial Golf Tournament



Ray Forde Memorial Golf Tournament



Hearts & Hope Casino Night



INCLUSIVE SUPPORTS REPORT

Our Inclusive Supports (IS) program continues to grow! IS provides residential treatment, recreational and educational services to individuals who have been diagnosed with severe and complex behavioural disorders. Most of the individuals we support in this program are on the Autism Spectrum. These individuals also represent approximately 8% of the population of people with developmental disabilities. IS consists of 6 residential homes representing 4 stages of treatment including:

Stage 1: Assessment and establishing the ability to provide instruction and learning

Stage 2: Introduction to communication and other supportive learning strategies

Stage 3: Skill acquisition and behavioural stabilization

Stage 4: Skill acquisition and generalization of skills to community places and spaces. Maintenance of learned strategies to manage behavioural disturbances.

Inclusive Supports is based on a collaborative, multidisciplinary model of support that includes the following programs:

- Treatment Home that provides supports to 6 individuals
- 5 Step-Down homes that represent various stages of treatment supporting 20 individuals
- Safe Bed and Respite program which provides 2 beds that are always occupied
- S.T.E.P. (Specialized Treatment and Education Program)
- 4 levels of Leadership Training

INCLUSIVE SUPPORTS (continued)

New This Year

We have just expanded to launch our new 'In-House Clinical Team'. For the past 12 years, we received clinical supports from Pryor Linder and Associates. Due to our ongoing growth, we have transitioned from a Consultative Clinical Model to an In-House model. We are grateful for all of the support provided by PLA over the years. Our new clinical model now consists of a new Clinical Director, Audrey Meissner, M.Ed., R.B.A (Ont.), BCBA, 2 Clinical Managers and continue to have 3 Clinical Leads.

We recently sold our home located on Meadowbrook Drive in Milton with the intention of purchasing another home in preparation for our next expansion. We also took over the second home located on our Clayhill property, which was previously rented to Community Living Burlington. We have increased our capacity by welcoming 4 new residents over the past year.

We have developed an intense treatment program for 2 individuals at Clayhill. This project requires a high level of skill and supervision and has increased staffing numbers by 1 Manager Trainee, 2 Program Leads and 12 Full Time Support Worker positions.

At our Clayhill Training center, we have created a multifaceted training approach for all new positions in IS. We now have Support Worker IV positions to mentor new recruits, Program Lead Trainees and Manger Trainee positions. All positions receive training at Clayhill before transferring to our Step Down homes. Step Down homes also follow a similar approach when receiving trainees from Clayhill. This training program offers education, skill development and opportunities for advancement in order to keep up with our growth. We hope that this also assists with staff retention due to higher quality training and advancement opportunities.

INCLUSIVE SUPPORTS (continued)

IS also continues to organize the CLNH Annual Backwoods Retreat. This is a 4 day camping adventure at Shadow Lake. We all look forward to this annual event. The retreat provides a wonderful opportunity for our staff teams and people we support to vacation together, enjoying great camp meals, hours of fishing, swimming, paddling, fireworks, sports, crafts, music and fellowship.

I would like to take this opportunity to thank our leadership and staffing teams for continuously demonstrating their commitment, flexibility, creativity and resilience. Inclusive Supports is ever changing and evolving. Without these dedicated teams, we would not be able to offer creative opportunities in service delivery to the people we support. We are well positioned to offer innovative services that will take us into the future as directed through the MCCSS “Journey to Belonging”

“Together we are better!”

Respectfully submitted by,
Jan Crowe McManus
Senior Director, Inclusive Supports



Inclusive Supports



Inclusive Supports



COORDINATED SUPPORTS REPORT

“Transforming challenges into opportunities” seems an extremely fitting theme as I reflect upon this past year in Coordinated Supports. We are never without our challenges, but I am consistently inspired by the dedicated team of Managers, Leads and Support Staff who continue to find creative ways to provide opportunities to those we support.

Our much anticipated new Community Supports location at 917 Nipissing was finally completed and officially opened the doors on September 9th, welcoming new and former participants. Senior Manager, Paula Woods, Lead, Danielle McGraw and their staff teams have worked hard to get the space up and running with a variety of activities and options on offer.

We are fortunate to have a new Recreational Therapist Lead, Kaitlyn Bailie, who will be overseeing our Milton Community Supports programs. Kaitlyn has been busy developing and implementing new “in-house” activities to enhance the programs in both Georgetown and Milton. We are looking forward to an exciting and collaborative year ahead!

Earlier this year, we welcomed a new Residential Manager, Carla Scibetta-Heathfield to our team. Carla came to us with many years of experience in the developmental services sector and is our Master Safe Management trainer for Coordinated Supports. Carla and Lead, Lyndsay Wright, oversee 5 of our residential homes in Georgetown, Milton and Acton.

Early this summer the Supported Independent Living (SIL) program, along with Lead, Kate Chopin, transitioned from Inclusive Supports to Coordinated Supports. Manager, Kelly Little, who oversees our other 5 residential homes in Coordinated Supports along with Lead, Heather Brown, has added the SIL program to her portfolio.

COORDINATED SUPPORTS (continued)

Also transitioning over to Coordinated Supports from Children's Services, are the Tuesday and Friday evening Drop-In programs. Paula and Kaitlyn will be overseeing these programs as well. They will be looking at enhancing and expanding the programs within the next few years as families are looking for more respite and evening activities.

We have rejuvenated our Supported Employment department by offering fee for service employment classes and training. This past summer we offered the Safe Food Handlers certification course. Also resuming is our Community Volunteer program, which is very popular and we will be adding more places to offer up our support such as Friendly Visitors and Shop Assist.

We sadly are moving away from having our Skills Trainers support the Project Search program – the school to work program established with the Halton Catholic District School Board and Milton District Hospital. We will remain connected through the Employment Planning Meetings via our Supported Employment Department with the hope we can provide employment resources for the graduates. Thank you to the HCDSB and MDH and all those involved with the program the past few years.

Respectfully submitted by,
Carolyn Suitor
Director, Coordinated Supports



Coordinated Supports



Coordinated Supports



VOICE COMMITTEE REPORT

The CLNH VC Rec Committee is made up of volunteer Self-Advocates from multiple programs within CLNH including Residential, SIL, Community Supports & Supported Employment. This past year, we had 25 Individuals and their staff attend monthly meetings in order to plan and execute events for everyone at CLNH.

The Rec Committee had a fun filled year including 2 dances in partnership with Community Living Oakville. For these 2 events, we host approximately 250-300 staff and people supported. This past year, we enjoyed a Spooky Skeleton Shakedown for Halloween, and a lovely Spring Fling in April. We love the dancing, pizza and most of all, being able to connect with our friends from both agencies. We'd like to share a special thank you to the Foundation of Human Development for supporting these amazing social events and to our amazing Community Volunteers who help us with all aspects of these dances for the evening.

We have a lot of sports fans here at CLNH, and this past year we were fortunate to be able to see a Steelheads Game in Mississauga, a Toronto Rock Game in Hamilton, Multiple Honey Badger games in Brampton, a Blue Jays game downtown Toronto and we were totally thrilled to be invited to see a Toronto Argo's Game from a Corporate Box sponsored by one of our Board Members.

We also had time to enjoy a cooking party, group bowling, a dinner out and a final year-end BBQ (with s'mores) at our Clayhill property.

In partnership with CWSDS, CL Burlington and CL Oakville, we hosted our annual COVE Conference - Keeping Your Dreams Alive. The event was a great success. Led by our Self-Advocates from all agencies, we enjoyed a great journey in exploring our Character Strengths, Skills, Dreams and Goals for the future. With special thanks to Joan Ackehurst for helping to facilitate this conference.

VOICE COMMITTEE (continued)

I'd like to thank all of the members of the VC Rec Committee and their staff, for showing their commitment by attending all of the monthly meetings, and creating amazing opportunities for everyone at CLNH.

We're excited about the upcoming year and eager to keep planning events for our agency. Our goal is to maintain open lines of communication, ensuring that everyone at CLNH feels safe and supported in sharing their ideas, thoughts, and experiences.

Respectfully submitted by,
Julia Botnick
Executive Coordinator and VCRC Staff Lead



Voice Committee



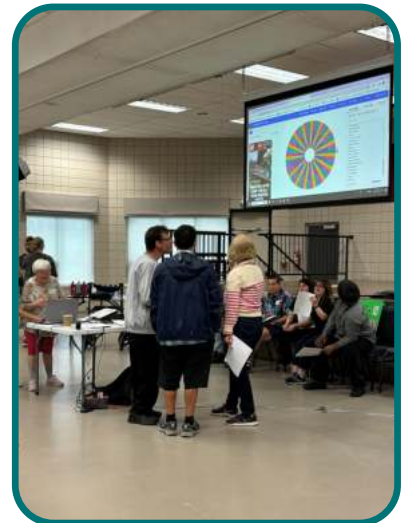
Voice Committee



Spring Fling



COVE Conference 2024



Blue Jays Challenger Baseball



Blue Jays Challenger Baseball



Child & Family Services Report

"Transforming Challenges into Opportunities"

This past year, the Children & Family Services (CFS) staff team was committed to providing outstanding service that significantly impacted the families, children, and youth we serve. Each day, they went above and beyond to meet the needs of our clients, offering support, compassion, and understanding. Their passion and professionalism transformed challenges into opportunities and made a difference in the lives of so many.

I want to express my heartfelt gratitude to our CFS staff. This past year has been nothing short of extraordinary, and that is entirely thanks to their unwavering dedication and hard work. They are the backbone of our achievements. Their endless passion and commitment ensure our mission of providing exceptional services and support to families and their children. It is a pleasure to work alongside such a fantastic staff team. I look forward to carrying this momentum forward and continuing to strive for excellence as we look ahead to the coming year.

As we look to the future, we are committed to expanding and growing our programs and supports to serve our community better. We have made incredible strides but recognize that our work is far from done.

Our mission in CFS is clear: to meet the evolving needs of our families and their children in our community. This means continuously enhancing our services, developing new programs, and finding innovative ways to provide support for children and youth. As we aim to expand, we continue to face the challenge of hiring and retaining qualified staff. This is not a challenge unique to us but one that many organizations are grappling with.

Child & Family Services (continued)

The demand for services is growing. We are committed to a recruitment strategy that aims to hire skilled and qualified professionals. We prioritize feedback from our staff and the community. By actively listening and adapting our approach, we can ensure we address concerns and evolve alongside the needs of those we serve. Together, we can turn these challenges into opportunities for growth. With our collective efforts, we can continue to expand our programs and supports, ensuring that we meet the needs of our community effectively and compassionately.

Program Overview

Inclusion Services:

Inclusion Services provide consultative services and support to families and educators in licensed child care programs, nursery schools, or private home child care in the community, as well as in before-school and after-school programs for children from birth to 12 years of age. The service is voluntary, family centred, and based on best practices. Services can be accessed when developmental concerns are identified. No diagnosis is required.

Total number served: 303

Recreation and Leisure Programs:

- ***Saturday Centre***

This program provides opportunities for school aged children and youth ages 5 to 21 years old with a developmental disability, to participate in an enjoyable and friendly recreation program and offers respite for their parents/caregivers. The program runs from September to June, 19 Saturdays a year, 5 ½ hours per Saturday.

Total number served: 18

Child & Family Services (continued)

- ***Camps***

Camp provides a supportive and inclusive environment where each child/youth with a developmental disability, aged 5 to 21, can thrive. The camp offers a variety of activities tailored to accommodate different abilities, including arts and crafts, adaptive sports, nature walks, sensory play, and music. Each activity is designed to engage children/youth, promote social skills, and foster a sense of achievement.

Total number served: 20

- ***Friday Friends Program***

An enjoyable program created especially for young adults from 21 to 25 years old with developmental disabilities to participate in social activities and develop friendships in a fun and supportive environment. The program runs twice per month from September to June.

Total number served: 10

Drop-In Program

A program for adults 35 years old and up with developmental disabilities to gather in an informal, supportive, and friendly atmosphere to enjoy various recreational activities and social opportunities. The program runs weekly all year round.

Total number served: 20

After-School Respite Program:

This program provides quality after-school care for children and youth ages 5 years to 21 years old with a developmental disability, a safe environment to relax and engage in stimulating leisure activities. The program runs from September to June, Monday to Friday, from 2:30 pm to 6:30 pm, including PD days.

Total number served: 7

Child & Family Services (continued)

Core Clinical Services:

Applied Behavioural Analysis (ABA):

Services are provided by a clinical team that includes a Board-Certified Behaviour Analyst (Clinical Supervisor), Behaviour Therapists, and Behaviour Therapist Assistants. Supports include, but are not limited to, Behavioural Consultation and Assessments, 1:1 and Group Behavioural Intervention Sessions, Parent/Caregiver Support, and Training. Other supports include Workshops, Social Groups, Consultations with School Personnel and Other Professionals, Behaviour-Based Respite, and Camps.

Foundational Family Services:

Supports capacity building for families to support their child's learning and development (Family Resources and Clinic Days, Brief Targeted Consultation, Caregiver Workshops, and Coaching Sessions, Family and Peer Support, and Transition Support). Services are available to all families in the Ontario Autism Program at any time and are based on a family's changing needs over time. Services will be offered in a variety of ways, including virtual support. Services are available to families at no cost.

Entry to School Program:

A six-month group-based skill-building program focusing on building skills that prepare children ages 3 to 5 years who are entering school for the first time.

Total number served: 56 in two classrooms

Respectfully submitted by,
Angel Zuzic,
Director, Child and Family Service

Child & Family Services



Child & Family Services



EQUITY, DIVERSITY & INCLUSION

Introduction

The Equity, Diversity & Inclusion (EDI) Committee made significant strides in promoting diversity and inclusivity within our organization in 2023-2024. The committee's 11 dedicated members, including Sheldon Samlall (Chair), Tatjana Vangjeli, Jessica Lee, Carrie LeClair, Sophia Tate, Elizabeth Stenning, Antonia Liapis, Jan Anders, Charlotte Plange, Taba Tahir & Saliha Moazzam have successfully executed various initiatives and fostered an inclusive work environment.

Collaboration with Halton Equity and Diversity Round Table

The EDI Committee continued its collaborative relationship with the Halton Equity and Diversity Round Table, further enhancing our impact on promoting diversity and inclusion. Through this partnership, we participated in additional workshops, shared best practices, and actively contributed to community discussions on EDI. The collective efforts of both organizations brought about positive changes within CLNH and the wider community.

EDI Newsletters

Recognizing the ongoing importance of knowledge and awareness, the EDI Committee disseminated weekly EDI Newsletters throughout 2024. These communications educated our employees and members about religious holidays, cultural celebrations, and significant dates celebrated by diverse communities worldwide. By sharing this information, we fostered a greater understanding and appreciation for different cultures and traditions within our organization.

EDI (continued)

Guest Speaker Series

We had the privilege of inviting a new guest speaker to CLNH in 2024. This speakers addressed important topics such as Indigenous Heritage, Gender Equality, and Anti-Racism. The guest speaker series provided valuable insights, sparked meaningful conversations, and raised awareness about the experiences and challenges faced by marginalized communities. These sessions helped create a more inclusive and empathetic work environment.

Staying Connected

The EDI Committee was dedicated to putting a face to the name this year. We dedicated time to meeting with CLNH staff at their respective programs and introduced ourselves while sharing the committee's goals. We realize that although a lot of information sharing is done digitally, face-to-face interactions and conversations can often be the most impactful.

KEY INITIATIVES & CAMPAIGNS

HMC Connections Modules Rollout

In 2024, we rolled out the 1st of 4 HMC Connections Modules for staff e-learning. These modules provided comprehensive training on various aspects of equity, diversity, and inclusion, ensuring that all staff members were equipped with the knowledge and skills to foster an inclusive environment.

Dignity in Every Cycle Campaign

The Dignity in Every Cycle Campaign, launched in November 2023, continued to provide free feminine hygiene products to CLNH staff throughout 2024. This initiative aimed to address period poverty and promote dignity and respect for all.

EDI (continued)

Conclusion

In 2024, the EDI Committee achieved notable accomplishments in advancing Equity, Diversity, and Inclusion within CLNH. Through strategic partnerships, educational courses, and informative communications, the Committee successfully fostered a more inclusive workplace culture. By inviting guest speakers to discuss important topics and rolling out key initiatives and campaigns, we facilitated meaningful dialogue and learning opportunities. The dedication and efforts from this committee have had a positive and lasting impact on our organization, paving the way for a continued commitment to diversity and inclusivity at CLNH.

Respectfully submitted by,
Sheldon Samlall
Integrated Marketing Specialist & Chair of EDI Committee



RISK MANAGEMENT

In February 2024, the Ministry of Children, Community and Social Services (MCCSS) conducted their annual Compliance visit. They reviewed 11 homes and programs between Coordinated Supports and Inclusive Supports.

This year we had some recurring non-compliances that were met with swiftly. We successfully endeavoured to create systems and processes to ensure they were dealt with in a timely fashion. It was recommended that we continue to build on our AIMS database system. In response, we created an AIMS Implementation team to help guide and ensure that the new components are implemented throughout the agency. The AIMS team meets on a monthly basis and as of May 3, 2024, we were in full compliance.

It was noted that there needs to be more management feedback on incident reporting, debriefing with individuals and staff, and ensuring all necessary documentation is complete. Another result of the compliance audit is a review of the committee overseeing the Behaviour Support Plans (BSP's), which will be implemented this upcoming fall.

The positive highlights of the review were that we provided consistent staff during the compliance visits, which allowed for meaningful conversations and engagement from everyone. They were pleased to see representation of families in each of the rooms for the people supported and were excited to see a few homes explore their independence such as Moultreay. We continue to work with the MCCSS to maintain our good standing for compliance requirements.

As we continue to live with COVID-19 and any other unknown communicable disease that threatens, I am certain with our regular inspections for Compliance and Health & Safety, we will be able to pursue our ongoing commitment to keeping the people we support healthy & safe.

Respectfully submitted by,
Paula Woods
Sr. Manager, Compliance & Community Relations

SERVICE AWARDS FOR PEOPLE SUPPORTED

Savannah Del Bel Belluz - 5

Matthew Hetman - 5

Sara Kruk - 5

Christopher Lafortune - 5

Matthew Lafortune - 5

Alex Petrowski - 5

Chris Rennie - 5

Mitchell Welfare - 5

Steven Wilson - 5

Mary Baker - 10

James Clayton - 10

Addison Honsinger - 10

Germain Muambi - 10

Huma Shams - 10

Todd Zimmerman - 10

Kandice Borst - 15

Barry Cotter - 15

Paulo DaRosa - 15

Rebecca DeLaat - 15

Lauren Hugo - 15

Stephen Kovacs - 15

Melanie Landry - 15

Ryan Lanthier - 15

Linda Leung - 15

Matthew Shedden - 15

Kyle Williams - 15

Leanne Dolliver - 20

Joanne Garland - 20

Jim Manning - 20

Ryan Raymond - 20

Deon Haggett - 25

Angela Johnson - 25

Scott Kleefeld - 25

Angie McGilvray - 25

Michael Shortreed - 25

Jeremy Crocker - 30

Kathleen Wolder - 30

Christine Beeney - 30

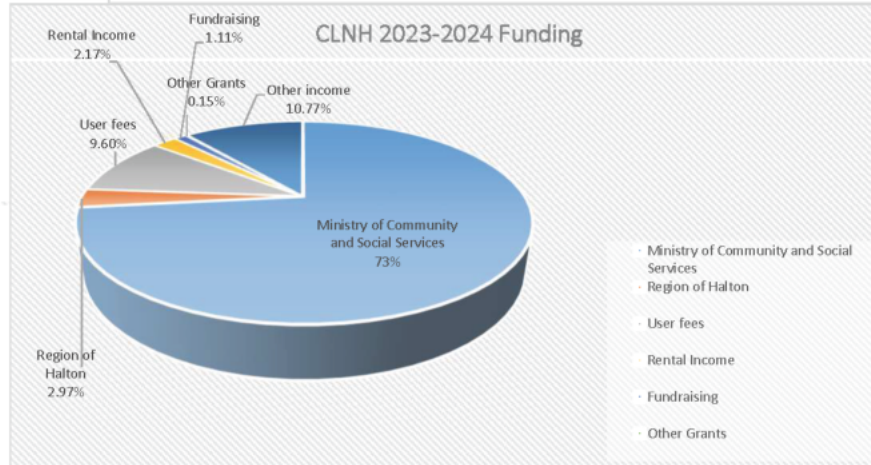
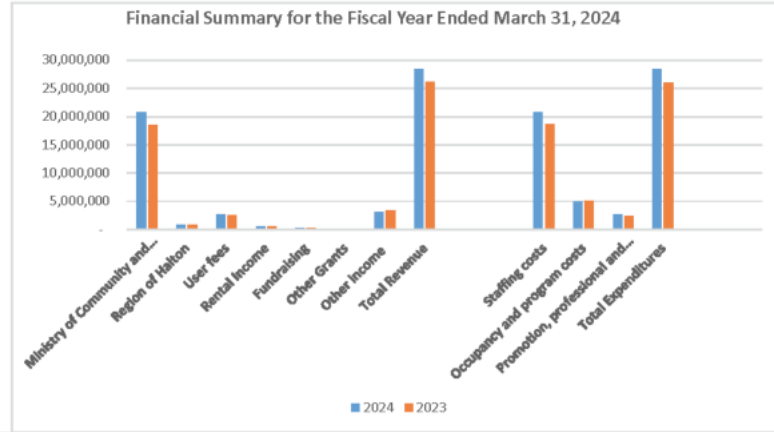
Carolyn Bradford - 45

Karen Muir - 45

Wayne Young - 45

FINANCIAL SUMMARY

Financial Summary for the fiscal year ended March 31, 2024 (with comparison as at year ended March 31st, 2023)			
Revenue			
	2024	2023	
Ministry of Community and Social Service	20,866,664	18,538,469	
Region of Halton	847,826	873,331	
User fees	2,736,924	2,522,280	
Rental Income	617,450	537,845	
Fundraising	316,790	288,075	
Other Grants	43,346	51,817	
Other income	3,069,813	3,303,607	
Total Revenue	28,498,813	26,115,424	
Expenditures			
Staffing costs	20,836,178	18,669,334	
Occupancy and program costs	4,922,796	5,053,794	
Promotion, professional and other	2,665,366	2,357,410	
Total Expenditures	28,424,340	26,080,537	
Net surplus/(deficit)	74,473	34,887	



APPENDIX “A”



Financial Statements

Community Living North Halton

March 31, 2024

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Independent Auditor's Report

To the members of
Community Living North Halton

Qualified opinion

We have audited the financial statements of Community Living North Halton (the "Organization"), which comprise the statement of financial position as at March 31, 2024, and the statements of revenue and expenses, changes in net assets 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 Organization as at March 31, 2024, 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 Organization derives revenue from fundraising activities, 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 Organization. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the years ended March 31, 2024 and 2023, current assets as at March 31, 2024 and 2023, and net assets as at April 1 and March 31 for both the 2024 and 2023 years. Our audit opinion on the financial statements for the year ended March 31, 2023 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 Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Other matter

Our audit was conducted for the purposes of forming an opinion on the financial statements taken as a whole. The supplementary information included in the Schedules are presented for purposes of additional information and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied, only to the extent necessary to express an opinion, in the audit of the financial statements taken as a whole.

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 Organization's

Independent Auditor's Report (continued)

ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

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

Auditor's responsibilities for the audit of the 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 Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- 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.

The logo for Grant Thornton LLP, featuring the company name in a stylized, cursive script font.

Halton Hills, Canada
August 7, 2024

Chartered Professional Accountants
Licensed Public Accountants

Community Living North Halton

Statement of Revenue and Expenses

Year ended March 31

2024

2023

Revenue

Provincial grant	\$ 20,866,664	\$ 18,538,469
Regional grant	3,699,835	4,017,982
User fee	2,736,924	2,522,280
Rental income	617,450	537,845
Fundraising, donations and others	316,790	288,075
Amortization of deferred capital grants	174,101	115,252
Amortization of refundable provincial grants	43,703	43,704
Other grant	43,346	51,817

28,498,813 **26,115,424**

Expenses

Salaries wages and benefits	20,836,178	18,669,335
Operating expenses	3,409,035	3,151,982
Purchased services	1,851,124	1,411,478
Rental	903,973	782,414
Repairs and maintenance	658,604	1,185,680
Amortization of property and equipment	391,057	442,402
Utilities	232,027	242,478
Interest	104,851	99,962
Fundraising and others	47,794	94,806

28,434,643 **26,080,537**

Excess of revenue over expenses before other item **64,170** 34,887

Gain on disposal of property and equipment **10,303** -

Excess of revenue over expenses **\$ 74,473** **\$ 34,887**

Community Living North Halton

Statement of Changes in Net Assets

Year ended March 31

	Operating fund	Invested in property and equipment	Total 2024	Total 2023
Balance, beginning of year	\$ (1,272,444)	\$ 2,131,604	\$ 859,160	\$ 824,273
Excess (deficiency) of revenue over expenses	247,726	(173,253)	74,473	34,887
Investment in property and equipment (Note 11)	(231,202)	231,202	-	-
Balance, end of year	<u>\$ (1,255,920)</u>	<u>\$ 2,189,553</u>	<u>\$ 933,633</u>	<u>\$ 859,160</u>

Community Living North Halton Statement of Financial Position

March 31

2024

2023

Assets

Current

Cash	\$ 2,929,461	\$ 1,021,339
Accounts receivable	221,380	632,011
Prepaid expenses	47,814	119,082
Grants receivable	<u>396,767</u>	<u>272,833</u>
	3,595,422	2,045,265

Long-term

Property and equipment (Note 3)	<u>9,033,775</u>	<u>8,747,965</u>
	\$ 12,629,197	\$ 10,793,230

Liabilities

Current

Accounts payable and accrued liabilities	\$ 4,351,830	\$ 2,837,864
Unearned revenue	474,321	455,609
Due to related party (Note 5)	25,191	24,236
Current portion of long-term debt (Note 6)	<u>778,207</u>	<u>254,489</u>
	5,629,549	3,572,198

Long-term

Long-term debt (Note 6)	3,602,005	4,361,161
Refundable provincial grants (Note 7)	779,590	823,293
Deferred capital grants (Note 8)	<u>1,684,420</u>	<u>1,177,418</u>
	6,066,015	6,361,872
	11,695,564	9,934,070

Net assets

Operating fund	(1,255,920)	(1,272,444)
Invested in property and equipment	<u>2,189,553</u>	<u>2,131,604</u>
	933,633	859,160
	\$ 12,629,197	\$ 10,793,230

Commitments (Note 9)
Lease commitments (Note 10)

On behalf of the Board

_____ Member

_____ Member

Community Living North Halton

Statement of Cash Flows

Year ended March 31

2024

2023

Increase (decrease) in cash

Operating

Excess of revenue over expenses	\$ 74,473	\$ 34,887
Amortization expense	391,057	442,402
Items not affecting cash		
Recognition of deferred capital grants	(174,101)	(115,252)
Amortization of refundable provincial grants	(43,703)	(43,704)
Gain on disposal of property and equipment	(10,303)	-
	<u>237,423</u>	<u>318,333</u>
Change in non-cash working capital items		
Accounts receivable	410,631	(268,073)
Prepaid expenses	71,268	(82,280)
Grants receivable	(123,934)	35,182
Accounts payable and accrued liabilities	1,513,966	197,760
Unearned revenue	18,712	(233,930)
	<u>2,128,066</u>	<u>(33,008)</u>

Financing

Repayment of long-term debt	(235,438)	(250,836)
Deferred capital grants received	681,103	(15,342)
	<u>445,665</u>	<u>(266,178)</u>

Investing

Advances from related party	955	28,293
Purchase of property and equipment	(684,992)	(95,401)
Proceeds on disposal of property and equipment	18,428	-
	<u>(665,609)</u>	<u>(67,108)</u>

Increase (decrease) in cash **1,908,122** (366,294)

Cash

Beginning of year	<u>1,021,339</u>	<u>1,387,633</u>
End of year	<u>\$ 2,929,461</u>	<u>\$ 1,021,339</u>

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

1. Nature of operations

Community Living North Halton (the "Organization") is an organization providing support and services to people with developmental disabilities. Community Living North Halton is incorporated under the Ontario Corporations Act as a not-for-profit organization and is a registered charity under the Income Tax Act.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

Fund accounting

The Organization reports on a fund accounting basis.

The operating fund reports the revenue from grants, rents, donations and other fundraising activities and expenditures related to the operations and administration of the Organization.

The Invested in property and equipment fund represents amounts set aside for the investment in property and equipment. This fund reports any revenue and expenditures directly related to the acquisition or sale of property and equipment. It also reports the amortization expense on such assets.

Revenue and expenses of all funds are recorded on the accrual basis, whereby they are reflected in the accounts in the period in which they have been earned and incurred respectively, whether or not such transactions have been settled by the receipt or payment of money.

Financial instruments

The Organization considers any contract creating a financial asset, liability or equity instrument as a financial instrument, except in certain limited circumstances. The Organization accounts for the following as financial instruments:

- cash
- accounts receivable
- grants receivable
- accounts payable
- deferred grants
- deferred capital grants
- long term debt
- refundable provincial grants

A financial asset or liability is recognized when the Organization becomes party to contractual provisions of the instrument.

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

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

2. Significant accounting policies (continued)

Financial instruments (continued)

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

Financial assets measured at amortized cost includes cash, accounts receivable and grants receivable.

Financial liabilities measured at amortized cost includes accounts payable, long term debt and refundable provincial grants.

The Organization removes financial liabilities, or a portion of, when the obligation is discharged, cancelled or expires.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. Previously recognized impairment losses are reversed to the extent of the improvement provided the asset is not carried at an amount, at the date of the reversal, greater than the amount that would have been the carrying amount had no impairment loss been recognized previously. The amounts of any write-downs or reversals are recognized in net income.

Financial instruments in related party transactions

Financial assets or liabilities obtained in related party transactions are measured in accordance with the accounting policy for related party transactions except for those transactions that are with a person or entity whose sole relationship with the Organization is in the capacity of management in which case they are accounted for in accordance with financial instruments.

Measurement uncertainty

Management reviews the carrying amounts of items in the financial statements at each balance sheet date to assess the need for revisions. Many items in the preparation of these financial statements require management's best estimate based on assumptions that reflect the most probable set of economic conditions and planned courses of action.

These estimates are reviewed periodically and adjustments are made to net income as appropriate in the year they become known.

Examples of significant estimates include:

- providing for amortization of property and equipment;
the estimated useful lives of property and equipment;
the allowance for doubtful accounts;
accruals.

Interfund transfers

Interfund transfers not included in the annual budget or that are in excess of budgeted amounts are not recorded in the statements of operation; they are recorded in the related fund statements as additions and deductions, as applicable.

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

2. Significant accounting policies (continued)

Property and equipment

Each class of property, plant and equipment is carried at cost less, where applicable, any accumulated amortization and impairment losses.

Buildings	20 - 40 years Straight-line
Automotive	4 - 8 years Straight-line
Office equipment	5 years Straight-line

The Organization regularly reviews its property and equipment to eliminate obsolete items.

Property and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Property and equipment are tested for impairment when events or changes in circumstances indicate that an asset might be impaired. The assets are tested for impairment by comparing the net carrying value to its fair value or replacement cost. If the asset's fair value or replacement cost is determined to be less than its net carrying value, the resulting impairment is reported in the statement of revenue and expenditures. Any impairment recognized is not reversed.

Revenue recognition

The Organization follows the deferral method of accounting for grant and contribution revenues. Grants are recorded as revenue in the fiscal year in which the related expenditures are incurred. Unexpended grants are recorded as deferred revenue. Contribution revenues are recognized when received or receivable and the amount can be reasonably estimated and collection is reasonably assured.

Rental revenue is recognized in accordance with the terms of the lease agreements and collection is reasonably assured.

Fundraising and donation revenues are recognized in the period they are received.

Grants received for the purchase of property and equipment are deferred and recorded as revenue on the same basis as the amortization of the related property and equipment.

User fee is recognized in the year the related service has occurred.

Government grants

Government grants are recorded when there is reasonable assurance that the Organization has complied with, and will continue to comply with, all the necessary conditions to obtain the grants.

Refundable provincial grants

Government grants used to finance rental properties are amortized over the estimated useful life of the building on a straight-line basis of 40 years for the portion that relates to the purchase of the building. The portion of the grants allocated to the land portion of the purchase are charged directly to net assets.

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

2. Significant accounting policies (continued)

Contributed services

A substantial number of volunteers contribute a significant amount of the time each year. Due to the difficulty of determining the fair value, contributed services are not recognized or disclosed in the financial statements.

3. Property and equipment

			2024	2023
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Land	\$ 2,142,044	\$ -	\$ 2,142,044	\$ 2,142,044
Buildings	10,187,417	3,492,527	6,694,890	6,408,596
Automotive	812,910	711,267	101,643	123,483
Office equipment	368,079	272,881	95,198	73,842
	<u>\$ 13,510,450</u>	<u>\$ 4,476,675</u>	<u>\$ 9,033,775</u>	<u>\$ 8,747,965</u>

The following assets included above are held for leasing purposes:

			2024	2023
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Commercial building	\$ 1,974,178	\$ 609,538	\$ 1,364,640	\$ 1,235,268
Residential buildings	<u>3,016,961</u>	<u>1,386,015</u>	<u>1,630,946</u>	<u>1,700,998</u>
	<u>\$ 4,991,139</u>	<u>\$ 1,995,553</u>	<u>\$ 2,995,586</u>	<u>\$ 2,936,266</u>

4. Bank overdraft

The Organization has a \$1,000,000 revolving line of credit agreement with Bank of Montreal, of which \$Nil was used as of March 31, 2024 (2023 - \$11,069). The line of credit is payable on demand, secured by a second fixed charge over 364 Meadowbrook and bears interest at the bank's prime lending rate plus 1.5%.

The Organization has a \$500,000 revolving line of credit agreement with Tandia Co-operative Banking, of which \$Nil was used as of March 31, 2024 (2023 - \$Nil). The line of credit is payable on demand, secured by certain properties of the Organization and bears interest at the bank's prime lending rate plus 1% (2023 - prime plus 1%).

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

5. Due from/to related party related party

The Organization and Community Living North Halton Housing Corporation are related parties as they share common Management and Board of Directors. Community Living North Halton Housing Corporation is a not-for-profit organization, was incorporated on February 26th 1996 without share capital.

The amounts due to Community Living North Halton Housing Corporation are unsecured, non-interest bearing and have no specific terms of repayment.

The Organization provides certain management and administration services to Community Living North Halton Housing Corporation and charges a fee for these services. These transactions are in the normal course of operations and have been valued in these financial statements at the exchange amount which is the amount of consideration established and agreed to by the related parties.

6. Long-term debt

	<u>2024</u>	<u>2023</u>
Bank of Montreal loan bearing interest at 4.54% (2023 - 4.54%) per annum, repayable in monthly blended payments of \$13,875 (2023 - \$13,875). The loan matures on February 28, 2027 and is secured by Nipissing Road property.	\$ 2,034,794	\$ 2,107,165
Bank of Montreal loan bearing interest at 3.69% per annum, repayable in monthly blended payments of \$4,321 (2023 - \$4,321). The loan matures on December 31, 2026 and is secured by Clayhill Road residence.	673,325	699,459
Bank of Montreal loan bearing interest at 3.01% (2023 - 3.01%) per annum, repayable in monthly blended payments of \$3,153 (2023 - \$3,153). The loan matures on July 1, 2025 and is secured by 6th Line, Nasagaweya residence.	512,898	534,934
Bank of Montreal loan bearing interest at prime plus 1.75% per annum, repayable in monthly blended payments of \$3,594 (2023 - \$3,594). The loan matures on May 31, 2027 and is secured by first mortgage on the Todd Road property.	380,963	394,153
Bank of Montreal loan bearing interest at 4.54% (2023 - 4.54%) per annum, repayable in monthly blended payments of \$1,039 (2023 - \$1,039). The loan matures on March 1, 2027 and is secured by first mortgage on the Pine Street residence.	86,071	94,425
Bank of Montreal loan bearing interest at 3.33% per annum, repayable in monthly blended payments of \$467 (2023 - \$467). The loan matures on June 1, 2026 and is secured by first mortgage on the Meadowbrook Drive residence.	73,585	76,677

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

6. Long-term debt (continued)

Canadian Imperial Bank of Commerce loan bearing interest at 2.77% (2023 - 2.77%) per annum, repayable in monthly blended payments of \$1,182 (2023 - \$1,182). The loan matures on November 1, 2024 and is secured by first mortgage on the Highway 25 residence.	117,487	128,245
Canadian Imperial Bank of Commerce loan bearing interest at 2.77% (2023 - 2.77%) per annum, repayable in monthly blended payments of \$1,098 (2023 - \$1,098). The loan matures on October 15, 2024 and is secured by first mortgage on the Ontario Street residence.	120,890	130,597
Canadian Imperial Bank of Commerce loan bearing interest at 2.77% (2023 - 2.77%) per annum, repayable in monthly blended payments of \$967 (2023 - \$967). The loan matures on November 1, 2024 and is secured by first mortgage on the Casa Court residence.	96,139	104,961
Canadian Imperial Bank of Commerce loan bearing interest at 2.77% (2023 - 2.77%) per annum, repayable in monthly blended payments of \$925 (2023 - \$925). The loan matures on November 1, 2024 and is secured by first mortgage on the Comset Gate residence.	91,968	100,407
Canadian Imperial Bank of Commerce loan bearing interest at 2.77% (2023 - 2.77%) per annum, repayable in monthly blended payments of \$894 (2023 - \$894). The loan matures on November 1, 2024 and is secured by first mortgage on the McGilvray residence.	88,925	97,086
Canadian Imperial Bank of Commerce loan bearing interest at 2.77% (2023 - 2.77%) per annum, repayable in monthly blended payments of \$819 (2023 - \$819). The loan matures on November 1, 2024 and is secured by first mortgage on the Valleyview Crescent residence.	81,466	88,941
Canada Mortgage and Housing Corporation loan, repaid during the year on February 1, 2024 and is secured by first mortgage on the Weber Drive residence and a general assignment of rents.	-	11,077
Bank of Nova Scotia loan bearing interest at 4.19% per annum, repayable in monthly principal payments of \$356. The loan matures on November 14, 2024 and is secured by certain automotive equipment.	2,889	7,123
Bank of Nova Scotia loan bearing interest at 3.49% per annum, repayable in monthly blended payments of \$357. The loan matures on May 23, 2024 and is secured by certain automotive equipment.	1,020	1,938

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

6. Long-term debt (continued)

Bank of Nova Scotia loan bearing interest at 3.49% per annum, repayable in monthly blended payments of \$353. The loan matures on May 31, 2024 and is secured by certain automotive equipment.	1,006	1,919
Bank of Nova Scotia loan bearing interest at 0% per annum, repaid during the year on June 7, 2023 and is secured by certain automotive equipment.	-	950
Bank of Nova Scotia loan bearing interest at prime plus 1.5%, repaid during the year and is secured by certain automotive equipment.	-	949
Royal Bank of Canada loan, repaid during the year on February 23, 2024 and is secured by certain automotive equipment.	-	7,774
Royal Bank of Canada loan bearing interest at 3.99% per annum, repayable in monthly principal payments of \$476. The loan matures on July 7, 2025 and is secured by certain automotive equipment.	7,188	12,473
Bank of Nova Scotia loan bearing interest at 4.49% per annum, repayable in monthly principal payments of \$400. The loan matures on May 15, 2026 and is secured by certain automotive equipment.	<u>9,598</u>	<u>14,397</u>
	4,380,212	4,615,650
Amounts payable within one year	<u>(778,207)</u>	<u>(254,489)</u>
	\$ 3,602,005	\$ 4,361,161
Estimated principal repayments are as follows:		
2025	\$ 778,207	
2026	649,073	
2027	2,663,979	
2028	<u>288,953</u>	
	\$ 4,380,212	

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

7. Refundable provincial grants

The Organization has received grants from the Province of Ontario for the purpose of establishing, operating and maintaining various premises both fully or proportionately.

The Organization, by virtue of the agreement, will not change the site, structure or use of, or sell, agree to sell, lease, mortgage, encumber, donate or otherwise dispose of all or any part of the premises, or use the premises for other than accommodating the program, without prior approval from the Province of Ontario.

The amounts funded for the buildings are amortized on a basis consistent with the amortization of the related building. Amounts funded for the land portion are recorded as a direct charge to net assets.

The grants are refundable to the Province in the event that the related residence is sold or used for a non-approved purpose. The total amount refundable to the Province is the proportionate share of the proceeds received on disposition of the property.

8. Deferred capital grants

	<u>Opening balance</u>	<u>Revenue received</u>	<u>Revenue recognized</u>	<u>Closing balance</u>
Deferred capital grants	\$ 1,177,418	\$ 681,103	\$ (174,101)	\$ 1,684,420

Deferred capital grants represent the unamortized amount of grants received for the purchase of property and equipment.

9. Commitments

The Organization has guaranteed mortgages for Community Living North Halton Housing Corporation (a related party) in the amount of \$450,687 (2023 - \$486,555).

10. Lease commitments

The Organization leases premises and is committed under the terms of lease agreements that expired on March 31, 2024. The lease is on month to month basis subsequent to year end until the renewed lease agreement is signed.

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

11. Investment in property and equipment

	<u>2024</u>	<u>2023</u>
Property and equipment	\$ 9,033,775	\$ 8,747,965
Amounts funded by long term debt	(4,380,212)	(4,615,650)
Amounts funded by refundable grants	(779,590)	(823,293)
Amounts funded by capital grants	<u>(1,684,420)</u>	<u>(1,177,418)</u>
	<u>\$ 2,189,553</u>	<u>\$ 2,131,604</u>

The change in net assets invested in property and equipment is as follows:

Purchase of property and equipment	\$ 684,992	\$ 95,402
Disposal of property and equipment	(8,125)	-
Repayment of mortgage and loan principal	235,438	250,836
Funded by capital grants	<u>(681,103)</u>	<u>(95,402)</u>
	<u>\$ 231,202</u>	<u>\$ 250,836</u>

12. Contingent liabilities

The Organization is contingently liable for the proportionate share owing on the refundable provincial grants received from the Province of Ontario upon disposition of the property

The total grants originally received and the proportionate share of the Province is shown below.

	<u>2023</u>	<u>2022</u>
Valleyview Crescent (100%)	\$ 285,675	\$ 285,675
Ontario Street (100%)	331,110	331,110
Comset Gate (100%)	271,894	271,894
Highway 25 (62.5%)	250,000	250,000
Casa Court (100%)	431,192	431,192
McGilvray Crescent (100%)	397,701	397,701
Pine Street (100%)	148,351	148,351
Meadowbrook Drive (48.9%)	<u>126,740</u>	<u>126,740</u>
	<u>\$ 2,242,663</u>	<u>\$ 2,242,663</u>

Upon ultimate sale of each residence, the proceeds received must be paid to the Province of Ontario based on this proportionate share. Of these amounts, \$779,590 (2023 - \$823,293) are showing as the unamortized balance.

The Organization is involved in several arbitrations and claims arising in the normal course of business operations regarding union grievances. The outcome of these arbitrations and claims are uncertain and cannot be estimated with any degree of certainty. Management has accrued their best estimate relating to these arbitration and claims. Management does not believe that the outcome will have a material impact on its financial position, results of operations or liquidity.

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

13. Economic dependence

The Organization derives a significant amount of its income from the Ministry of Children, Community and Social Services in the form of funding for its various programs. The Organization's continued ability to carry on operations, realize its assets and discharge its liabilities depends on the continuation of this funding.

14. Service contract with the Ministry of Children, Community and Social Services

The Organization has a number of contracts with the Ministry of Children, Community and Social Services. One requirement of the contract is the production by Management of a TPAR report which shows a summary of all revenue and expenditures and any resulting surplus or deficit that relate to the contract. Management has determined the following contract to be in a surplus (deficit) position as at March 31, 2024.

	Provincial Assistance recognized / received	Other Revenue	Expenditure/ Capital Transfer	Surplus (Deficit)
Residential services	\$ 17,414,395	\$ 1,271,239	\$ 18,685,634	\$ -
Employment supports	157,997	-	157,997	-
Supported independent living	898,265	16,575	914,840	-
Community participation supports	2,748,494	1,174	2,749,668	-
Minor capital	217,022	-	217,022	-
ASD Respite	85,252	72,069	157,861	-
	<u>\$ 21,521,425</u>	<u>\$ 1,361,057</u>	<u>\$ 22,883,022</u>	<u>\$ -</u>

15. Financial instruments

The Organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Organization's risk exposure and concentration as of March 31, 2024.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Organization is exposed to credit risk from customers and tenants. In order to reduce its credit risk, the Organization reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Organization has a significant number of customers and tenants which minimizes concentration of credit risk.

Community Living North Halton

Notes to the Financial Statements

March 31, 2024

15. Financial instruments (continued)

(b) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Organization is exposed to this risk mainly in respect of its line of credit, accounts payable, amounts due to related party, long term debt and refundable provincial grants.

(c) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The Organization is mainly exposed to interest rate risk.

(i) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Organization manages exposure through its normal operating and financing activities. The Organization is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

16. Comparative figures

Certain comparative figures have been reclassified from those previously presented to conform to the presentation of the 2024 financial statements.

17. Subsequent event

On August 7, 2024, the Organization sold land and building at 364 Meadowbrook Drive for proceeds of \$969,000, resulting in a gain on sale of \$516,265.

Acknowledgement of Support



Government
of Canada



Ministry of
Children, Community &
Social Services



United Way
Halton & Hamilton

Ontario
Trillium Foundation



Fondation Trillium
de l'Ontario

Member of Community Living Ontario
Canadian Association for Community Living (CACL)
Ontario Agencies Supporting Individuals with Special Needs (OASIS)
United Way of Milton and Halton Hills
Ontario Trillium Foundation
Ministry of Children, Community & Social Services (MCCSS)
Charitable Registration Number 107782575 RR0001