

COMMUNITY COUNSELLING & RESOURCE CENTRE

FINANCIAL STATEMENTS

MARCH 31, 2025

COMMUNITY COUNSELLING & RESOURCE CENTRE

FINANCIAL STATEMENTS

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TABLE OF CONTENTS

	Page Number
INDEPENDENT AUDITOR'S REPORT	
FINANCIAL STATEMENTS	
Statement of Financial Position	1
Statement of Changes in Net Assets	2
Statement of Operations	3
Statement of Cash Flows	4
Notes to the Financial Statements	5 - 12

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INDEPENDENT AUDITOR'S REPORT

**To the Directors of Community Counselling & Resource
Centre**

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Qualified Opinion

We have audited the financial statements of Community Counselling & Resource Centre (the Organization), which comprise the statement of financial position as at March 31, 2025, the statements of operations, 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, 2025, 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 most not-for-profit organizations, Community Counselling & Resource Centre derives revenue from donations and fundraising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Organization. Therefore, we were not able to determine whether any adjustments might be necessary to donations and fundraising revenue, excess (deficiency) of revenue over expenses, assets and net assets, and cash flows from operations for the years ended March 31, 2025 and 2024 and assets and net assets as at March 31, 2025 and 2024. Our opinion on the financial statements for the year ended March 31, 2024 was modified accordingly because of the possible effects of this scope limitation.

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.

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 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.

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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.

Baker Tilly KDN LLP

Chartered Professional Accountants
Licensed Public Accountants

Peterborough, Ontario
June 24, 2025

COMMUNITY COUNSELLING & RESOURCE CENTRE

STATEMENT OF FINANCIAL POSITION As at March 31, 2025

	2025 \$	2024 \$
ASSETS		
Current assets		
Cash	608,014	656,113
Investments (note 3)	353,915	187,161
Accounts receivable	53,092	68,360
Prepaid expenses	24,340	18,433
	1,039,361	930,067
Long-term assets		
Investments (note 3)	336,515	393,559
Tangible capital assets (note 4)	38,193	47,127
	374,708	440,686
	1,414,069	1,370,753
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accrued liabilities (note 5)	289,116	165,611
Deferred revenue (note 6)	272,744	368,405
	561,860	534,016
Long-term liabilities		
Deferred capital contributions (note 8)	14,879	22,013
	576,739	556,029
Net assets		
Unrestricted	685,848	658,442
Invested in tangible capital assets	23,314	25,114
Internally restricted (note 7)	123,432	126,432
Externally restricted (note 7)	4,736	4,736
	837,330	814,724
	1,414,069	1,370,753

Approved on behalf of the Board:

Patricia Donnelly, President

M Boyadjian, Treasurer

The accompanying notes are an integral part of these financial statements

COMMUNITY COUNSELLING & RESOURCE CENTRE

STATEMENT OF CHANGES IN NET ASSETS For the Year Ended March 31, 2025

	Unrestricted 2025 \$	Invested in Tangible Capital Assets 2025 \$	Internally Restricted (note 7) 2025 \$	Externally Restricted (note 7) 2025 \$	Total 2025 \$	Total 2024 \$
Net assets - beginning of year	658,442	25,114	126,432	4,736	814,724	753,711
Excess (deficiency) of revenue over expenses for the year	29,277	(6,671)	-	-	22,606	61,013
Interfund transfers	3,000	-	(3,000)	-	-	-
Interfund transfer for additions to tangible capital assets	(4,871)	4,871	-	-	-	-
Net assets - end of year	685,848	23,314	123,432	4,736	837,330	814,724

The accompanying notes are an integral part of these financial statements

COMMUNITY COUNSELLING & RESOURCE CENTRE

STATEMENT OF OPERATIONS For the Year Ended March 31, 2025

	2025 \$	2024 \$
Revenue		
Province of Ontario (note 9)	637,201	616,712
City of Peterborough	580,340	567,848
United Way	269,143	200,484
City of Kawartha Lakes	153,331	153,328
Northumberland County	25,000	25,000
Trillium Foundation	100,480	24,826
Other grants and miscellaneous income	37,774	111,094
Donations and fundraising	122,670	93,042
Fees and user charges	76,254	68,994
Interest	46,505	34,985
Amortization of deferred capital contributions (note 8)	7,134	11,966
	2,055,832	1,908,279
Expenses		
Salaries and benefits	1,565,486	1,408,513
Occupancy costs	154,142	115,803
Office and administration	105,121	108,289
Equipment purchases and maintenance	75,028	70,877
Program	39,388	52,733
Purchased services	29,873	38,810
Fees and dues	23,795	19,548
Amortization	13,805	17,185
Recruitment and education	21,949	6,140
Promotion and publicity	4,639	9,368
	2,033,226	1,847,266
Excess of revenue over expenses for the year	22,606	61,013

The accompanying notes are an integral part of these financial statements

COMMUNITY COUNSELLING & RESOURCE CENTRE

STATEMENT OF CASH FLOWS For the Year Ended March 31, 2025

	2025 \$	2024 \$
CASH PROVIDED FROM (USED FOR):		
Operating activities		
Excess of revenue over expenses for the year	22,606	61,013
Items not affecting cash		
Amortization of tangible capital assets	13,805	17,185
Amortization of deferred capital contributions	(7,134)	(11,966)
	29,277	66,232
Changes in non-cash working capital items		
Accounts receivable	15,268	(31,320)
Prepaid expenses	(5,907)	476
Accounts payable and accrued liabilities	123,505	43,770
Deferred revenue	(95,661)	90,115
	37,205	103,041
Net increase in cash from operating activities	66,482	169,273
Investing activities		
Purchase of investments	(296,870)	(426,830)
Proceeds on disposal of investments	187,160	152,158
Purchase of tangible capital assets	(4,871)	(19,431)
Net decrease in cash from investing activities	(114,581)	(294,103)
Financing activities		
Deferred capital contributions	-	19,431
Decrease in cash	(48,099)	(105,399)
Cash - beginning of year	656,113	761,512
Cash - end of year	608,014	656,113

The accompanying notes are an integral part of these financial statements

COMMUNITY COUNSELLING & RESOURCE CENTRE

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended March 31, 2025

1. NATURE OF ENTITY

Community Counselling and Resource Centre is a not-for-profit, charitable organization without share capital. The purpose of the Organization is to help people strengthen their lives and promote community well-being through services that offer counselling, support and resources to assist with personal well-being, credit and financial management, access to housing and connection with the community.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations. Significant aspects of the accounting policies are as follows:

(a) *Recognition of revenues*

Community Counselling and Resource Centre follows the deferral method of accounting for contributions, which includes donations and government grants. Restricted contributions other than capital contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Fees and user charges are recognized as revenue when the related service is provided. Fundraising is recognized as revenue when the fundraising event has occurred.

Capital contributions are deferred and amortized on the same basis and rate as the amortization of the related tangible capital assets.

Investment income is recognized as revenue when earned in the appropriate fund.

(b) *Tangible capital assets*

Tangible capital assets are recorded at cost. Amortization is provided on a straight-line basis over the assets' useful lives, as follows:

Equipment	5 years
Computers and software	3 years
Leasehold improvements	term of lease

Tangible capital assets are reviewed for impairment whenever events or conditions indicate that the assets no longer contribute to the organization's ability to provide services or that the service potential of the assets are less than their net carrying amount.

When conditions indicate that a tangible capital asset is impaired, the net carrying amount of the asset is written down to the asset's fair value or replacement cost.

(c) *Income taxes*

The Organization qualifies as a not-for-profit organization as defined by the Federal and Ontario Income Tax Acts and, as such, is not subject to Federal and Provincial income taxes. The Organization is registered as a charity with the Canada Revenue Agency.

COMMUNITY COUNSELLING & RESOURCE CENTRE

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended March 31, 2025

2. SIGNIFICANT ACCOUNTING POLICIES, continued

(d) *Volunteer services*

Volunteers contribute significant time to assist Community Counselling and Resource Centre in carrying out its programs and administration. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

(e) *Management estimates*

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

In particular, the Organization receives provincial government subsidies for allowable operating costs for several programs. The various Ministries have the right to adjust funding provided to the Organization based on the acceptance of those allowable operating costs. The Ministries communicate certain funding adjustments after the submission of year end data. Since this data is not submitted until after completion of the financial statements, the amount of funding recognized during the year may be increased or decreased subsequent to year end. The amount of revenue recognized in these financial statements represents management's best estimate of amounts that have been earned during the year.

Other key areas where management has made complex or subjective judgments (often as a result of matters that are inherently uncertain) include, among others, accounts payable and accrued liabilities, useful lives of tangible capital assets and amortization. Actual results could differ from these and other estimates, the impact of which would be recorded in future periods.

(f) *Financial Instruments*

The Organization's financial instruments consist of cash, investments, accounts receivable and accounts payable and accrued liabilities. These financial instruments are measured at amortized cost, evaluated for impairment at each year end date with the write down recorded in the statement of operations. Impairment reversals may occur and the asset can be written up to its original cost.

(g) *Cloud computing arrangements*

The organization applies the simplification approach to account for expenditures in cloud computing arrangements. The expenditures in the arrangements are expensed as incurred.

COMMUNITY COUNSELLING & RESOURCE CENTRE

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended March 31, 2025

3. INVESTMENTS

The Organization has investments in guaranteed investment certificates as follows:

	2025 \$	2024 \$
Current		
General Bank of CDA GIC, 5.06%, matured June 07, 2024	-	33,309
ICICI Bank Canada GIC, 4.48%, matured July 22, 2024	-	77,301
Manulife Trust Co. GIC, 4.66%, matured October 18, 2024	-	76,551
Versabank GIC, 4.95%, maturing July 07, 2025	35,735	-
Home Trust Company GIC, 4.97%, maturing July 24, 2025	77,553	-
Peoples Trust GIC, 5.55%, maturing September 15, 2025	77,258	-
CDN Western Bank GIC, 5.61%, maturing November 14, 2025	76,579	-
CDN Western Trust GIC, 5.61%, maturing November 14, 2025	86,790	-
	353,915	187,161
Long-term		
Peoples Trust GIC, 5.55%, maturing September 15, 2025	-	77,235
CDN Western Bank GIC, 5.61%, maturing November 14, 2025	-	76,556
CDN Western Trust GIC, 5.61%, maturing November 14, 2025	-	86,764
Fairstone Bank GIC, 5.42%, maturing November 16, 2026	76,526	76,503
HomeEquity Bank GIC, 5.41%, maturing November 16, 2026	76,523	76,501
ICICI Bank, 3.61%, maturing October 21, 2026	81,274	-
RBC Mutual Funds	102,192	-
	336,515	393,559
	690,430	580,720

4. TANGIBLE CAPITAL ASSETS

Tangible capital assets consist of the following:

	Cost \$	Accumulated Amortization \$	Net Book Value	
			2025 \$	2024 \$
Equipment	124,639	117,213	7,426	10,796
Computers and software	152,919	145,538	7,381	8,268
Leasehold improvements	357,561	334,175	23,386	28,063
	635,119	596,926	38,193	47,127

COMMUNITY COUNSELLING & RESOURCE CENTRE

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended March 31, 2025

5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable and accrued liabilities consists of the following:

	2025	2024
	\$	\$
Accounts payable and accrued liabilities	145,101	156,691
Government grants repayable	144,015	8,920
	289,116	165,611

6. DEFERRED REVENUE

Deferred revenue consists of the following:

	2025	2024
	\$	\$
City of Peterborough	103,986	92,558
Housing Utility Funds	6,561	9,574
United Way	3,126	-
Juke Box Mania	6,414	15,448
Other	23,899	17,475
Province of Ontario - Ministry of Safety and Correctional Services	-	84,178
Cameco	15,000	15,000
Northumberland County	25,000	-
Town of Cobourg	2,500	-
City of Kawartha Lakes	86,258	134,172
	272,744	368,405

COMMUNITY COUNSELLING & RESOURCE CENTRE

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended March 31, 2025

6. DEFERRED REVENUE, continued

The continuity of deferred revenue is as follows:

	2025 \$	2024 \$
Balance - beginning of year	368,405	278,290
Add amounts received:		
City of Peterborough	591,769	573,463
Province of Ontario	550,651	622,750
Housing utility funds	3,170	2,605
Juke Box Mania	31,796	45,414
Other	14,701	74,499
Trillium Foundation	100,480	10,400
United Way	272,267	161,804
City of Kawartha Lakes	105,417	287,500
Cameco	-	15,000
Northumberland County	25,000	-
Town of Cobourg	2,500	-
	1,697,751	1,793,435
Less transfer to operations:		
City of Peterborough	580,340	567,848
Province of Ontario	637,201	616,712
Housing utility funds	6,183	647
Juke Box Mania	40,829	41,936
Other	5,905	97,539
Trillium Foundation	100,480	24,826
United Way	269,143	200,484
City of Kawartha Lakes	153,331	153,328
	1,793,412	1,703,320
Balance - end of year	272,744	368,405

COMMUNITY COUNSELLING & RESOURCE CENTRE

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended March 31, 2025

7. RESTRICTED NET ASSETS

Restricted net assets consist of the following:

	2025	2024
	\$	\$
Internally Restricted		
Board reserve	122,940	122,940
Erica Cherney Inspiration Fund	492	3,492
	123,432	126,432
Externally Restricted		
Capital reserve	1,000	1,000
Doyle Scholarship Fund	1,609	1,609
Housing Social Worker Children's Program Fund	2,127	2,127
	4,736	4,736
	128,168	131,168

Internally restricted net assets represent funds that have been designated by the Board of Directors for use in meeting future requirements of the agency. These include:

The Erica Cherney Inspiration Fund which addresses priority needs presented by clients of the Organization that are not supported by other funders. The use of this fund is determined on an annual basis by the Board of Directors; and

The Board reserve has been designated for use in meeting future requirements for the maintenance of the facilities and operations.

On April 25, 2024, the Board passed a motion to unrestrict \$3,000 from the Erica Cherney Fund and allocate it to the Emergency Housing Fund.

Externally restricted net assets represent funds designated by the donor for restricted use within the agency. These include:

The Capital reserve fund is designated for the purchase of tangible capital assets;

The Doyle Scholarship fund is designated for staff training and development; and

The Housing Social Worker Children's program fund is designated for the children's summer program.

COMMUNITY COUNSELLING & RESOURCE CENTRE

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended March 31, 2025

8. DEFERRED CAPITAL CONTRIBUTIONS

Deferred capital contributions relate to restricted funding received for purchases of tangible capital assets. Changes in deferred capital contribution balances are as follows:

	2025 \$	2024 \$
Balance, beginning of year	22,013	14,548
Funding received in the year related to tangible capital assets	-	19,431
Less: amounts amortized to revenue	(7,134)	(11,966)
Balance, end of year	14,879	22,013

9. PROVINCE OF ONTARIO

Province of Ontario revenue consists of the following:

	2025 \$	2024 \$
Ministry of Children, Community and Social Services	308,919	306,879
Ministry of Health / Ontario Health	236,460	218,011
Ministry of Health / MOH-CYMH	91,822	91,822
	637,201	616,712

10. LEASE COMMITMENTS

The Organization leases property in Peterborough, the City of Kawartha Lakes and Northumberland County, the Organization's commitment under these leases mature September 2025 to April 2030. Payments for the next five years are as follows:

2026	\$81,932
2027	71,507
2028	70,107
2029	75,742
2030	76,254
	<u>\$375,542</u>

11. CLOUD COMPUTING ARRANGEMENTS

During the year, the organization expensed \$42,837 with respect to cloud computing arrangements which is included in equipment purchases and maintenance expense.

COMMUNITY COUNSELLING & RESOURCE CENTRE

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended March 31, 2025

12. FINANCIAL INSTRUMENTS

The Organization is exposed to the following risks in respect of certain of the financial instruments held:

(a) Interest rate risk

The Organization is exposed to interest rate risk on its investments. Interest rate risk is the risk that the value of financial instruments will fluctuate due to changes in market interest rates. The value of fixed income investments will generally rise if interest rates fall and conversely fall when rates rise. This risk is mitigated by the Organization's investment policies.

(b) 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 its funders and users of its programs. The Organization is not exposed to significant credit risk with respect to accounts receivable as a significant amount of receivables are from government and government related organizations.

Unless otherwise noted, it is management's opinion that the Organization is not exposed to currency, market or liquidity risk arising from these financial instruments.

13. ECONOMIC DEPENDENCE

The Organization receives a significant amount of funding from the Province of Ontario and the City of Peterborough and as such is economically dependent on these sources of income.