

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION
Financial Statements
Year Ended March 31, 2018

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION
Index to Financial Statements
Year Ended March 31, 2018

	Page
INDEPENDENT AUDITOR'S REPORT	1 - 2
FINANCIAL STATEMENTS	
Statement of Financial Position	2 - 3
Statement of Revenue and Expenses	4
Statement of Changes in Net Assets	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 11

INDEPENDENT AUDITOR'S REPORT

To the Members of The Canadian Mental Health Association-Nova Scotia Division

We have audited the accompanying financial statements of The Canadian Mental Health Association-Nova Scotia Division, which comprise the statement of financial position as at March 31, 2018 and the statements of revenue and expenses, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

In common with many not-for-profit organizations, The Canadian Mental Health Association-Nova Scotia Division 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

(continues)

Independent Auditor's Report to the Members of The Canadian Mental Health Association-Nova Scotia Division *(continued)*

recorded in the records of The Canadian Mental Health Association-Nova Scotia Division. 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, 2017 and March 31, 2018, current assets and net assets as at March 31, 2017 and March 31, 2018.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of The Canadian Mental Health Association-Nova Scotia Division as at March 31, 2018 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.



Halifax, Nova Scotia
July 4, 2018

CHARTERED PROFESSIONAL ACCOUNTANTS
Licensed Public Accountants

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION
Statement of Financial Position
March 31, 2018

	2018	2017
ASSETS		
CURRENT		
Cash and short term deposits	\$ 669,667	\$ 847,685
Accounts receivable (Note 3)	25,982	64,676
Prepaid expenses	2,306	7,212
	697,955	919,573
CAPITAL ASSETS (Note 4)	328,270	8,824
	\$ 1,026,225	\$ 928,397
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities (Note 7)	\$ 21,352	\$ 72,670
Deferred revenue (Note 5)	201,310	94,281
	222,662	166,951
NET ASSETS		
Unrestricted net assets	475,293	752,622
Invested in capital assets	328,270	8,824
	803,563	761,446
	\$ 1,026,225	\$ 928,397

LEASE COMMITMENTS (Note 6)

ON BEHALF OF THE BOARD

_____ Director

_____ Director

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION

Statement of Revenue and Expenses

Year Ended March 31, 2018

	2018	2017
REVENUE		
Socially and Emotionally Aware Kids		
Public Health Agency	\$ 338,983	\$ 510,512
Carthy Foundation	26,568	75,425
Max Bell Foundation	30,354	41,434
	<u>395,905</u>	<u>627,371</u>
Communities Addressing Suicide Together		
Province of Nova Scotia	110,000	110,000
Other		
Department of Community Services	79,000	79,000
Student wage subsidies	-	11,779
Fundraising and donations	28,424	42,763
Legacies and bequests	-	1,716
Annapolis satellite	18,298	-
Education and training	35,653	24,454
Other	9,988	34,694
Fountain of Health	15,809	-
Rental income	-	189
	<u>693,077</u>	<u>931,966</u>
EXPENSES		
PROJECTS		
Socially and Emotionally Aware Kids	395,906	558,042
Communities Addressing Suicide Together	110,000	110,000
Fountain of Health	15,809	-
Education and training	21,067	36,686
Other	-	8,335
GENERAL, ADMINISTRATIVE, AND FUNDRAISING		
Amortization	2,362	3,273
Annapolis satellite	18,298	-
Bad debts	8,726	-
Building maintenance	-	300
Employee salaries	58,379	86,966
Equipment leasing and maintenance	1,938	977
Meetings, workshops and conferences	-	3,596
Membership dues - National	7,424	9,978
Office and administrative	6,022	9,257
Professional fees	-	498
Rental	5,029	7,521
Travel	-	2,341
Utilities	-	4,461
	<u>650,960</u>	<u>842,231</u>
EXCESS OF REVENUE OVER EXPENSES FROM OPERATIONS	42,117	89,735
OTHER INCOME		
Gain on disposal of capital assets	-	193,560
EXCESS OF REVENUE OVER EXPENSES	\$ 42,117	\$ 283,295

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION

Statement of Changes in Net Assets

Year Ended March 31, 2018

	Unrestricted Net Assets	Invested in Capital Assets	2018	2017
NET ASSETS - BEGINNING OF YEAR				
As previously reported	\$ 683,294	\$ 8,824	\$ 692,118	\$ 478,151
Prior period adjustments <i>(Note 7)</i>	69,328	-	69,328	-
As restated	752,622	8,824	761,446	478,151
EXCESS OF REVENUE OVER EXPENSES	44,479	(2,362)	42,117	283,295
Purchase of capital assets	(321,808)	321,808	-	-
NET ASSETS - END OF YEAR	\$ 475,293	\$ 328,270	\$ 803,563	\$ 761,446

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION

Statement of Cash Flows

Year Ended March 31, 2018

	2018	2017
OPERATING ACTIVITIES		
Excess of revenue over expenses	\$ 42,117	\$ 283,295
Items not affecting cash:		
Amortization	2,362	3,273
Gain on disposal of capital assets	-	(193,560)
	<u>44,479</u>	<u>93,008</u>
Changes in non-cash working capital:		
Accounts receivable	38,694	(59,975)
Accounts payable and accrued liabilities	(51,318)	6,896
Deferred revenue	107,029	25,531
Prepaid expenses	4,906	2,011
	<u>99,311</u>	<u>(25,537)</u>
Cash flow from operating activities	<u>143,790</u>	<u>67,471</u>
INVESTING ACTIVITIES		
Purchase of capital assets	(321,808)	-
Proceeds on disposal of capital assets	-	303,077
Cash flow from (used by) investing activities	<u>(321,808)</u>	<u>303,077</u>
INCREASE (DECREASE) IN CASH FLOW	(178,018)	370,548
Cash - beginning of year	<u>847,685</u>	<u>477,137</u>
CASH - END OF YEAR	\$ 669,667	\$ 847,685

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION

Notes to Financial Statements

Year Ended March 31, 2018

NATURE OF OPERATIONS

The Canadian Mental Health Association-Nova Scotia Division (the "Association") was incorporated by Chapter 142 of the Acts of Nova Scotia Legislature of 1931 under the name of "The Nova Scotia Society for Mental Hygiene". The name was changed and the objectives of the Association expanded by an amendment of the Act, March 13, Chapter 118 of the Acts of 1961. The Association is a registered charity under federal income tax legislation. The objectives of the Association include:

Promotion of mental health in Nova Scotia regarding cultural diversity;

Support of providers of mental health care, in so far as they are in congruence with the Association's philosophy;

Encouragement and promotion of active consumer participation within the Association;

Advocacy for mental health promotion and on behalf of people who experience mental health illness;

Encouragement of and participation in research, programs and projects to enhance mental health, help prevent mental health illness and improve the quality of life with mental illness.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Cash and cash equivalents

Cash consists of cash on hand and deposits held in Canadian financial institutions net of outstanding cheques.

Capital assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized over their estimated useful lives on a declining balance basis at the following rates:

Computer equipment	30%
Furniture and fixtures	20%

Capital assets purchased under the terms of funding agreements have been expensed.

Amortization is recorded at one half of the normal annual rate in the year of acquisition. No amortization is recorded in the year of disposal.

Impairment of long lived assets

The Association tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

(continues)

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION

Notes to Financial Statements

Year Ended March 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue recognition

The Canadian Mental Health Association-Nova Scotia Division follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Rental income and 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.

Government grants

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

Contributed services

Volunteers contribute a significant amount of their time each year. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

Donated goods

Donated goods are recorded at their fair market value at the time of the donation.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. The most significant estimates in these financial statements include the allowance for doubtful accounts and the estimated useful life of capital assets and accrued liabilities.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued, except for related party transactions, which are recorded at the exchange amount. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

2. FINANCIAL INSTRUMENTS

(continues)

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION

Notes to Financial Statements

Year Ended March 31, 2018

2. FINANCIAL INSTRUMENTS (continued)

The Association is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. Financial instruments consist of cash and short term deposits, accounts receivable, accounts payable and accrued liabilities. The following analysis provides information about the Association's risk exposure and concentration as of March 31, 2018.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from funders. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. Due to the nature of the funding credit risk is minimized.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its receipt of funds from its funders and other related sources and accounts payable and accrued liabilities.

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 risk, interest rate risk and other price risk. The Association is mainly exposed to interest rate risk.

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 Association manages exposure through its normal operating and financing activities. The Association is exposed to interest rate risk primarily through its term deposit.

3. ACCOUNTS RECEIVABLE

	2018	2017
Government grant receivable	\$ -	\$ 32,784
Harmonized sales tax receivable	5,871	5,399
Accounts receivable	20,111	26,493
	<u>\$ 25,982</u>	<u>\$ 64,676</u>

THE CANADIAN MENTAL HEALTH ASSOCIATION-NOVA SCOTIA DIVISION

Notes to Financial Statements

Year Ended March 31, 2018

4. CAPITAL ASSETS

	Cost	Accumulated amortization	2018 Net book value	2017 Net book value
Land	\$ 321,808	\$ -	\$ 321,808	\$ -
Computer equipment	25,866	21,684	4,182	5,973
Furniture and fixtures	35,306	33,026	2,280	2,851
	<u>\$ 382,980</u>	<u>\$ 54,710</u>	<u>\$ 328,270</u>	<u>\$ 8,824</u>

During the year, the Association purchased land at 185 Portland Street for the purpose of developing the land to accommodate the Canadian Mental Health - Nova Scotia Division operations office.

Subsequent to year end, the Association has signed a commitment to pay \$30,000 for architectural services. These costs are to be capitalized as part of the building's soft costs when incurred.

5. DEFERRED REVENUE

	March 31, 2017	Receipts	Expenditures	March 31, 2018
Community Health Board grants	\$ -	\$ 34,791	\$ -	\$ 34,791
Communities Addressing Suicide Together	-	110,000	110,000	-
Public Health Agency/Socially and Emotionally Aware Kids	74,281	447,332	395,905	125,708
Province of Nova Scotia	20,000	-	15,808	4,192
Annapolis satellite branch	-	52,606	18,298	34,308
Lunenburg Queens satellite branch	-	2,311	-	2,311
	<u>\$ 94,281</u>	<u>\$ 647,040</u>	<u>\$ 540,011</u>	<u>\$ 201,310</u>

6. LEASE COMMITMENTS

The Association has a leases with respect to office equipment and premises. Future minimum lease payments as at March 31, 2018, are as follows:

2019	<u>\$ 11,580</u>
------	------------------

7. PRIOR PERIOD ADJUSTMENT

During the year it was determined that in the prior period accounts payable and expenses related to the SEAK project were over accrued by \$69,328. The effect of this prior period adjustment for the fiscal 2017 year was that accounts payable decreased 69,328; and excess of revenue over expenditures and net assets increased by 69,328.

Additionally, during the year it was noted that \$20,111 of funding related to the 2017 year was not recorded as receivable. A prior period adjustment has been made to increase accounts receivable and deferred revenue for \$20,111. The amount is still receivable as at March 31, 2018.

8. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.