Financial Statements **December 31, 2015** 

### **Independent Auditor's Report**

To the Board Members of the Sudbury & District Health Unit, Members of Council, Inhabitants and Ratepayers of the Participating Municipalities of Sudbury & District Health Unit

We have audited the accompanying financial statements of the Sudbury & District Health Unit, which comprise the statement of financial position as at December 31, 20155 and the statements of operations, accumulated surplus, changes in net financial assets, and cash flows for the year then ended, and the related notes, which comprise 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 public sector accounting standards, 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 audit opinion.

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### **Opinion**

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Sudbury & District Health Unit as at December 31, 2015 and the results of its operations, accumulated surplus, changes in its net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Professional Accountants, Licensed Public Accountants

Statement of Financial Position As at December 31, 2015

	2015 \$	2014 \$
Financial assets Cash and cash equivalents Accounts receivable Receivable from the Province of Ontario	10,930,342 339,367 135,489	11,043,841 277,008 113,586
	11,405,198	11,434,435
Financial liabilities Accounts payable and accrued liabilities Deferred revenue Payable to the Province of Ontario Employee benefit obligations (note 3)	928,400 310,650 363,073 2,783,265 4,385,388	1,625,434 382,779 369,684 2,726,917 5,104,814
Net financial assets	7,019,810	6,329,621
Non-financial assets Tangible capital assets (note 4) Prepaid expenses	5,705,961 248,633	6,028,787 345,120
Accumulated surplus (note 5)	12,974,404	12,703,528

Commitments and contingencies (note 6)

### Approved by the Board

 Board member	Board	l member

**Statement of Operations** 

For the year ended December 31, 2015

	4	2015	2014
	Budget \$	Actual \$	Actual \$
Revenues (note 10)			
Provincial grants	20,764,828	20,160,129	20,122,562
Per capita revenue from municipalities (note 8) Other	6,845,498	6,720,498	6,590,279
Plumbing inspections and licences	257,000	301,064	262,909
Interest	85,000	83,468	100,023
Other	801,436	1,086,396	750,968
	28,753,762	28,351,555	27,826,741
Expenses (note 10)			
Salaries and wages (note 7)	18,601,888	18,337,096	17,660,201
Benefits	5,038,792	4,748,177	4,639,269
Transportation	426,553	352,748	352,646
Administration (note 9)	2,445,562	2,422,221	2,411,239
Supplies and materials	1,688,294	1,173,513	1,087,383
Small operational equipment	552,673	375,133	322,628
Amortization of tangible capital assets (note 4)	=======================================	671,791	638,691
	28,753,762	28,080,679	27,112,057
Annual surplus		270,876	714,684

Statement of Accumulated Surplus For the year ended December 31, 2015

	2015 \$	2014 \$
Accumulated surplus - Beginning of year	12,703,528	11,988,844
Annual surplus	270,876	714,684
Accumulated surplus - End of year	12,974,404	12,703,528

Statement of Changes in Net Financial Assets For the year ended December 31, 2015

	2015 \$	2014 \$
Annual surplus	270,876	714,684
Purchase of tangible capital assets	(348,965)	(512,598)
Amortization of tangible capital assets	671,791	638,691
Change in prepaid expenses	96,487	(158,094)
Change in net financial assets	690,189	682,683
Net financial assets - Beginning of year	6,329,621	5,646,938
Net financial assets - End of year	7,019,810	6,329,621

Statement of Cash Flows

For the year ended December 31, 2015

	2015 \$	2014 \$
Cash provided by (used in)		
Operating activities  Annual surplus  Adjustments for  Amortization of tangible capital assets  Benefit payments related to employee benefit obligations  Non-cash expenses related to employee benefit obligations  Changes in non-cash working capital items  Accounts receivable  Receivable from the Province of Ontario  Payable to the Province of Ontario  Accounts payable and accrued liabilities  Deferred revenue  Prepaid expenses	270,876 671,791 (148,272) 204,620 (62,359) (21,903) (6,611) (697,034) (72,129) 96,487	714,684 638,691 (178,142) 159,304 11,626 33,877 (460,568) 85,792 (83,501) (158,094)
Investing activity	235,466	763,669
Investing activity Purchase of tangible capital assets	(348,965)	(512,598)
Increase in cash and cash equivalents during the year	(113,499)	251,071
Cash and cash equivalents - Beginning of year	11,043,841	10,792,770
Cash and cash equivalents - End of year	10,930,342	11,043,841

Notes to Financial Statements December 31, 2015

### 1 Nature of operations

The Sudbury & District Health Unit (Health Unit) was established in 1956, and is a progressive, accredited public health agency committed to improving health and reducing social inequities in health through evidence-informed practice. The Health Unit is funded through a combination of Ministry grants and through levies that are paid by the municipalities to whom the Health Unit provides public health services. The Health Unit works locally with individuals, families and community and partner agencies to promote and protect health and to prevent disease. Public health programs and services are geared toward people of all ages and delivered in a variety of settings including workplaces, day care and educational settings, homes, health-care settings and community spaces.

The Health Unit is a not-for-profit public health agency and is therefore exempt from income taxes under the Income Tax Act (Canada).

### 2 Summary of significant accounting policies

These financial statements are prepared by management in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board. The principal accounting policies applied in the preparation of these financial statements are set out below.

### **Basis of accounting**

The financial statements are prepared using the accrual basis of accounting.

The accrual basis of accounting recognizes revenues as they are earned. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

### Cash and cash equivalents

Cash and cash equivalents include guaranteed investment certificates that are readily convertible into known amounts of cash and subject to insignificant risk of change in value.

Guaranteed investment certificates amounted to \$2,188,942 as at December 31, 2015 (2014 - \$2,171,083) and these can be redeemed for cash on demand.

### **Employee benefit obligations**

The Health Unit accounts for its participation in the Ontario Municipal Employee Retirement Fund (OMERS), a multi-employer public sector pension fund, as a defined contribution plan.

Vacation and other compensated absence entitlements are accrued for as entitlements are earned.

Notes to Financial Statements

December 31, 2015

Sick leave benefits are accrued when they are vested and subject to payout when an employee leaves the Health Unit's employ.

Other post-employment benefits are accrued in accordance with the projected benefit method pro-rated on service and management's best estimate of salary escalation and retirement ages of employees. The discount rate used to determine the accrued benefit obligation was determined with reference to the Health Unit's cost of borrowing at the measurement date taking into account cash flows that match the timing and amount of expected benefit payments.

Actuarial gains (losses) on the accrued benefit obligation arise from the difference between actual and expected experiences and from changes in actuarial assumptions used to determine the accrued benefit obligation. These gains (losses) are amortized over the average remaining service period of active employees.

### Non-financial assets

Tangible capital assets and prepaid expenses are accounted for as non-financial assets by the Health Unit. Non-financial assets are not available to discharge liabilities and are held for use in the provision of services. They have useful lives extending beyond the currency year and are not intended for sale in the ordinary course of operations.

### Tangible capital assets

Tangible capital assets are recorded at cost, and include amounts that are directly related to the acquisition of the assets. The Health Unit provides for amortization using the straight-line method designed to amortize the cost, less any residual value, of the tangible capital assets over their estimated useful lives. The annual amortization periods are as follows:

Asset class	Basis	Rate %
Building	straight-line	2.5
Parking lot resurfacing	straight-line	10
Computer hardware	straight-line	30
Leasehold improvements	straight-line	10
Website design	straight-line	20
Vehicles and equipment	straight-line	10
Computer software	straight-line	100

### **Prepaid expenses**

Prepaid expenses are charged to expenses over the periods expected to benefit from them.

Notes to Financial Statements **December 31, 2015** 

### **Accumulated surplus**

Certain amounts, as approved by the Board of Directors, are set aside in accumulated surplus for future operating and capital purposes. Transfers to/from funds and reserves are an adjustment to the respective fund when approved.

The accumulated surplus consists of the following surplus accounts:

• Invested in tangible capital assets

This represents the net book value of the tangible capital assets the Health Unit has on hand.

Unfunded employee benefit obligations

This represents the unfunded future employee benefit obligations comprised of the accumulated sick leave benefits, other post-employment benefits and vacation pay and other compensated absences.

The accumulated surplus consists of the following reserves:

Working capital reserve

This reserve is not restricted and is utilized for the operating activities of the Health Unit.

Public health initiatives

This reserve is restricted and can only be used for public health initiatives.

• Corporate contingencies

This reserve is restricted and can only be used for corporate contingencies.

Facility and equipment repairs and maintenance

This reserve is restricted and can only be used for facility and equipment repairs and maintenance.

Sick leave and vacation

This reserve is restricted and can only be used for future sick leave and vacation obligations.

Research and development

This reserve is restricted and can only be used for research and development activities.

Notes to Financial Statements December 31, 2015

### Revenue recognition

Revenue from government grants and from municipalities is recognized in the period in which the events giving rise to the government transfer have occurred as long as: the transfer is authorized; the eligibility criteria, if any, have been met except when and to the extent that the transfer gives rise to an obligation that meets the definition of a liability for the recipient government; and the amount can reasonably be estimated. Funding received under a funding arrangement, which relates to a subsequent fiscal period and the unexpended portions of contributions received for specific purposes, is reflected as deferred revenue in the year of receipt and is recognized as revenue in the period in which all the recognition criteria have been met.

Other revenues including certain user fees, rents and interest are recorded on the accrual basis, when earned and when the amounts can be reasonably estimated and collection is reasonably assured.

### **Budget figures**

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Board of Directors.

### Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of certain assets and liabilities at the date of the financial statements and the reported amounts of certain revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. Accounts specifically affected by estimates in these financial statements are allowance for doubtful accounts, employee benefit obligations and the estimated useful lives and residual values of tangible capital assets.

### 3 Employee benefit obligations

An actuarial estimate of future liabilities has been completed using the most recent actuarial valuation dated December 31, 2015 and forms the basis for the estimated liability reported in these financial statements.

	2015 \$	2014 \$
Accumulated sick leave benefits	849,339	879,757
Other post-employment benefits	994,287	954,822
	1,843,626	1,834,579
Vacation pay and other compensated absence	939,639	892,338
	2,783,265	2,726,917

Notes to Financial Statements **December 31, 2015** 

The significant actuarial assumptions adopted in measuring the Health Unit's accumulated sick leave benefits and other post-employment benefits are as follows:

	2015 %	2014 %
Discount rate Health-care trend rate	4.50	4.25
Initial	5.10	6.20
Ultimate	4.00	4.00
Salary escalation factor	3.00	3.00

The Health Unit has established reserves in the amount of \$675,447 (2014 - \$675,447) to mitigate the future impact of these obligations.

The accrued benefit obligations as at December 31, 2015 are \$1,667,050 (2014 - \$1,723,955). Total benefit plan related expenses were \$157,317 (2014 - \$199,021) and were comprised of current service costs of \$101,664 (2014 - \$139,551), interest of \$72,790 (2014 - \$71,068) and amortization of actuarial gain of \$17,137 (2014 - \$11,598). Benefits paid during the year were \$148,272 (2014 - \$178,142). The net unamortized actuarial gain of \$176,576 (2014 - \$110,624) will be amortized over the expected average remaining service period.

Notes to Financial Statements December 31, 2015

### 4 Tangible capital assets

	3								2015
				Cost			<b>4</b> %	Accumulated amortization	Net book value
	Balance - Beginning of year	Additions	Disposals \$	Balance - End of year	Balance - Beginning of year	Amortization \$	Disposals	Balance - End of year	Balance - End of year
Land Building Leasehold improvements Computer hardware Computer software Website design Vehicles and equipment Parking lot resurfacing	26,939 6,907,685 391,330 1,270,049 258,819 6,845 2,118,573 207,596	74,350 183,915 19,545 36,155 35,000	(91,481)	26,939 6,982,035 391,330 1,362,483 278,364 69,845 2,154,728 242,596	2,229,645 282,603 644,783 258,819 20,954 1,754,105 31,140	173,622 42,927 323,867 19,545 13,969 75,351 22,510	(91,481)	2,403,267 325,530 877,169 278,364 34,923 1,829,456 53,650	26,939 4,578,768 65,800 485,314 - 34,922 325,272 188,946
	11,250,836	348,965	(91,481)	11,508,320	5,222,049	671,791	(91,481)	5,802,359	5,705,961
									2014
				Cost			4 "	Accumulated amortization	Net book value
	Balance - Beginning of year	Additions \$	Disposals	Balance - End of year	Balance - Beginning of year	Amortization \$	Disposals \$	Balance - End of year	Balance - End of year
Land Building Leasehold improvements Computer hardware Computer software Website design Vehicles and equipment	26,939 8,057,868 391,330 1,216,077 223,418 69,845 2,100,191	458,815 35,401	(1,150,183)	26,939 6,907,685 391,330 1,270,049 258,819 69,845	3,207,135 239,676 779,873 223,418 6,985	172,693 42,927 269,753 35,401 13,969 83,188	(1,150,183)	2,229,645 282,603 644,783 258,819 20,954	26,939 4,678,040 108,727 625,266 48,891
Parking lot resurfacing	, 207, 596 12, 293, 264	512,598	(1,555,026)	207,596	10,380	20,760	(1,555,026)	31,140	176,456

Notes to Financial Statements December 31, 2015

### 5 Accumulated surplus

The accumulated surplus consists of individual fund surplus accounts and reserves as follows:

									2015	2014
	Invested in tangible capital assets	Unfunded employee benefit obligations	Working capital reserve	Public health initiatives	Corporate contingencies	Facility and equipment repairs and maintenance	Sick leave and vacation	Research and development	Total	Total \$
Balance - Beginning of year Annual surplus (deficit) In-year transfer to (from) reserves Purchase of tangible capital assets	6,028,787 (671,791) - 348,965	(2,726,917) (56,348)	4,417,042 999,015 (629,257) (348,965)	1,319,963	500,000	2,432,346	675,447	56,860	12,703,528 270,876	11,988,844 714,684
Balance - End of year	5,705,961	(2,783,265)	4,437,835	1,521,119	500,000	2,860,447	675,447	56,860	56,860 12,974,404 12,703,528	12,703,528

Notes to Financial Statements

December 31, 2015

### 6 Commitments and contingencies

### Line of credit

As at December 31, 2015, the Health Unit has available an operating line of credit of \$500,000 (2014 - \$500,000). There is no balance outstanding on the line of credit at year-end (2014 - \$nil).

### Lease commitment

The Health Unit enters into operating leases in the ordinary course of business, primarily for lease of premises and equipment. Payments for these leases are contractual obligations as scheduled per each agreement. Commitments for minimum lease payments in relation to non-cancellable operating leases at December 31, 2015 are as follows:

\$

	*
No later than 1 year	211,970
Later than 1 year and no later than 5 years	539,973
Later than 5 years	674,386
	1.426.129
	1,420,128

### Contingencies

From time to time, the Health Unit is involved in lawsuits and claims arising in the ordinary course of business. Management has established policies and procedures to ensure adequate provisions will be made in the accounts where required such that the ultimate resolution with respect to any claims will not have a material adverse effect on the Health Unit's financial position or results of operations. As at December 31, 2015, no such claims exist.

### 7 Pension agreements

The Health Unit makes contributions to OMERS, which is a multi-employer plan, on behalf of its members. The plan is a defined contribution plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

The amount contributed to OMERS for 2015 was \$1,753,523 (2014 - \$1,715,562) for current service and is included within benefits expense on the statement of operations.

Notes to Financial Statements

December 31, 2015

8	Per capita	revenue from	municipalities
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	2015 \$	2014 \$
Township of Assiginack	30,578	30,315
Township of Baldwin	20,363	20,693
Township of Billings (and part of Allan)	20,498	19,969
Township of Burpee	11,089	10,808
Township of Central Manitoulin	70,767	69,791
Municipality of St. Charles	45,565	46,461
Township of Chapleau	81,520	80,863
Municipality of French River	95,431	91,407
Township of Espanola	180,513	178,003
Township of Gordon (and part of Allan)	18,145	17,991
Town of Gore Bay	31,922	32,490
Municipality of Markstay-Warren	94,826	92,396
Township of Northeastern Manitoulin & The Islands	88,845	86,464
Township of Nairn & Hyman	16,264	15,685
Municipality of Killarney	14,180	13,971
Township of Sables and Spanish River	111,896	109,794
City of Greater Sudbury	5,773,445	5,659,141
Township of Tehkummah	14,651	14,037
	6,720,498	6,590,279

### Administration expenses

•	·	2015	2014
	Budget	Actual	Actual
	\$	\$	\$
Professional fees Advertising Building maintenance Staff education Utilities Rent Liability insurance Postage Telephone Memberships and subscriptions Strategic planning	649,899	728,204	751,563
	256,001	241,749	213,962
	350,501	360,473	341,711
	300,205	233,342	269,536
	195,265	181,395	193,131
	256,064	249,728	245,131
	101,714	114,454	93,793
	85,330	67,821	68,271
	196,756	197,243	186,165
	48,827	45,933	46,513
	5,000	1,879	1,463
	2,445,562	2,422,221	2,411,239

Notes to Financial Statements December 31, 2015

## 10 Revenues and expenses by funding sources

OLHA CNO	Provincial grants	Expenses  Salaries and wages  Salaries and wages  Salaries and wages  Salaries and wages  14,650,781  94,785  Benefits  Administration (note 9)  Supplies and materials  Small operational equipment  Amortization of tangible capital assets  22,513,647  119,529	
CINOT Expansion	24,800 5,019 10,503	43,950	(3,628)
Enhanced Safe Food	35,606	35,606	
HSO \$	376,354	243,722 73,831 3,524 40,616 14,661	*
G <b>⇔</b>	389,000	389,000 75,780 894 9,113	
IC-PHN	90,100	71,515 18,585 18,585	7.
MOH/ AMOH \$	17,000	2,471	
Unorganized territories	813,000	813,000 482,239 134,373 127,948 37,546 30,894	
Enhanced safe water	16,200	12,736 3,464 3,464	
\$DWS	106,000	153,222 116,329 31,661 2,694	2,538
Needle exchange	71,100	71,100	,
₽₩	18,920	18,920 1,537 1,006 505 726 -	ī
Men C	11,637	10,259 1,017 361	
HP∨	9,605	8,734 8,734 871	*

OLHA - MOHLTC mandatory cost-shared
CNO - Chief nursing officer
CNOT - Chiefren in need of treatment
HSO - Healthy Smiles Ontario
CD - Infectious Diseases Control Initiative
IC- PHA - Infection Prevention and Control Nurses Initiative
MOH/AMOH - MOH/AMOH Compensation Initiative
SDWS - Small drinking water systems
UIP - Universal Influenza Immunization Program
Men. C - Mening coccel vaccine program
HPV - Human papilloma virus
VBD - Vectro borne diseases
WCYS - Ministry of Children and Youth Services
SPO - Smoke Free Ontario
HCPF - Healthy Communities Partnership Fund
NFVP - Northern Fruit and Vegetable Program
SDOH Nurses - Social Deferminants of Health Nurses
ISPA - Immunization of School Pupils Act.

## Sudbury & District Health Unit Notes to Financial Statements December 31, 2015

	VBD	MCYS \$	SFO	HCPF	PHI Practicum \$	Panorama 2014-15 \$	Рапогата 2015-16 \$	SFO Expanded Smoking Cessation	Diabetes Prevention \$	NEVP	Nurse Graduate Guarantee	ISPA	HIV-Aids Anonymous Testing	SDoH Nurses Initiatives	Non-Ministry \$	Total
Revenue Provincial grants Provincial grants - one-time Unorganized territories Municipalities Plumbing and inspections Inferest Other	58,592	1,616,858	712,788	9,172	18,000	24,902	066'06	2,213	189,233	136,184	5,459	51,300	62,087	180,500	226,538	19,149,724 197,405 813,000 6,720,498 301,064 83,468 1,086,396
92	80,238	1,615,858	712,788	9,172	18,000	24,902	066'06	2,213	189,233	136,184	5,459	51,300	62 087	180,500	226,538	28,351,555
Expenses Salanies and wages Benefits Transportation Administration (note 9) Supplies and materials	36,158 3,662 9,430 1,336 27,537	1,260,306 273,917 45,449 9,665 22,118	430,637 113,739 39,089 81,889 47,434	660 6,794 1,718	15,952	19,270 4,879	69,818 14,710 2,465 3,997	1,463 750	74,331 18,073 9,150 61,138 26,541	49 829 5 386 101 600 80 268	5,459	44,304 4,956 2,040	46,712 7,574 246 1,624 5,931	145,565 34,935	114,767 18,979 995 15,065 76,732	18,337,096 4,748,177 352,748 2,422,221 1,173,513
Small operational equipment	((*	5,403	٠	1	454	3.	3.	24	100	*	*	(*)	25	**	¥0	375,133
Amortization of tangible capital assets	(0		8	38	88	ij.	3	7.8	97.	٠	٠	٠	35	*	*	671,791
	78,123	1,516,858	712,788	9,172	18,000	24,902	065'06	2,213	189,233	136,184	5,459	51,300	62,087	180,500	226,538	28.080,679
Annual surplus	2,115	,		9		•	4	У	09/	)ž	Ť	9	2.	**	367	270,876

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