

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: AUDIT COMMITTEE
DATE: JUNE 24, 2024
RE: YEAR END REPORT

1. 2023/2024 Audited Financial Statements:

Recommendation—2023/2024—31:

That the Board of Directors approve the Audited Financial Statements for the fiscal year ended March 31, 2024.

Submission:

The draft Audited Financial Statements for the year ended March 31, 2024 are attached for your review.

This was a financially challenging fiscal year for Community Living Brant.

Ministry Operations finished the fiscal year in a deficit position of \$269,497. The primary contributing factors to this fiscal position included the settlement of the Collective Agreement, extraordinary costs due some staffing shortages, unexpected repair and maintenance issues, challenging support needs of several people, short-term transitional expenses as FedCap and Belonging Brant wound down (these were short time programs), and overall inflationary cost increases.

Community Living Brant is aggressively addressing the above to ensure that we move into a balanced position for 2024/2025. While we are reviewing all costs for purchasing efficiency, the biggest impact is in staffing. Through attrition, several positions have not been filled or repurposed. This includes the restructuring of the Senior Management Team. The impact of these savings will be realized during 2024/2025. Current planning with funding for new supports will also enable us to reallocate some staffing resources reducing overstaffing in some programs. While

we have not yet received confirmation, the Provincial Budget spoke to a 2% increase in funding for the MCCSS programs. We did receive an increase of 5% in our funding that comes from the City of Brantford for the EarlyON Programs. Additionally, we will continue to research fiscal grants for project or one-time costs.

The final report, along with the Audited Statements, are to be submitted to the Ministry by July 31st.

Throughout 2023/2024, there was additional funding received from MCCSS:

- Multi-Year Residential Planning Funding--\$29,291 fiscally (the annualized amount of \$96,000 this will become part of the base funding for 2024/2025)
- Repair and Maintenance Funding--\$69,930.

Centrally Allocated Administration expenses were 6.8% of overall Ministry expenses. This continues to be below the Ministry's allowable maximum of 10%.

Association Operations finished the fiscal year with a deficit of \$15,738 (this includes the net amortization cost of \$14,226). Revenue generated from interest, the golf tournament, donations, and fees for service contributed to this position.

Passport/Individualized Funding increased by 12% over 2022/2023. Opportunities for people to engage in community activities continued to open up throughout 2023/2024. Additionally, people continue to make use of the Ministry's expanded the list of items eligible for reimbursement—most notably technology. There was a 5% increase in the number of people directing their funding to Community Living Brant. As at March 31, 2024, 218 people have directed their individualized funding to Community Living Brant to manage. The increase in the Passport program has resulted in cashflow challenges. With Passports, claims for reimbursement are submitted after the expenses are incurred. Community Living Brant is working closely with RBC to ensure the appropriate lines of credit are in place.

2. Investment Portfolio Review

At March 31, 2024, Community Living Brant's investment fund had three guaranteed investments:

- GIC due May 16, 2024 earning 2.77% compounded. The value at maturity is \$75,624. (Note: at maturity, the funds were deposited back to Community Living Brant)
- Bell Discount Bond due May 15, 2027 with a maturity value of \$103,600.

- Nova Scotia Discount Bond due August 26, 2025 with a maturity value of \$33,500.

CL Brant reviewed its investment portfolio with RBC Dominion Securities. RBC DS again maintains its recommendation to continue to hold the bonds until maturity.