

**RisingOaks Early Learning Ontario
Financial Statements
For the Year Ended December 31, 2020**

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Tel: 519-576-5220
Fax: 519-576-5471
Toll-free: 1-888-236-5482
www.bdo.ca

BDO Canada LLP
150 Caroline Street S Suite 201
Waterloo ON N2L 0A5 Canada

Independent Auditor's Report

**To the Board of Directors of
RisingOaks Early Learning Ontario**

Opinion

We have audited the accompanying financial statements of RisingOaks Early Learning Ontario ("The Organization"), which comprise the statement of financial position as at December 31, 2020, and 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, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2020, 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 Opinion

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 opinion.

Responsibilities of Management and Those Charged with Governance 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.

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.



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.

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants

Waterloo, Ontario
March 9, 2021

RisingOaks Early Learning Ontario Statement of Financial Position

December 31	2020	2019
Assets		
Current		
Cash (Note 2)	\$ 2,655,475	\$ 1,485,320
Short-term investments (Note 3)	676,448	1,157,133
Accounts receivable (Note 4)	214,546	111,330
Prepaid expenses	29,272	27,289
	3,575,741	2,781,072
Tangible capital assets (Note 5)	502,763	574,918
	\$ 4,078,504	\$ 3,355,990

Liabilities and Net Assets

Current		
Accounts payable and accrued liabilities (Note 6)	\$ 780,762	\$ 903,718
Customer deposits	258,661	354,226
Current portion of deferred capital contributions (Note 7)	90,339	90,713
	1,129,762	1,348,657
Deferred capital contributions (Note 7)	184,805	248,278
	1,314,567	1,596,935
Net Assets		
Invested in tangible capital assets	227,619	235,927
Internally restricted for playground improvements (Note 8)	490,000	490,000
Internally restricted for renovation/capital (Note 8)	250,000	250,000
Internally restricted for risk management (Note 8)	500,000	500,000
Internally restricted for flex care spaces (Note 8)	115,556	130,375
Internally restricted for pandemic recovery (Note 8)	1,000,000	-
Unrestricted	180,762	152,753
	2,763,937	1,759,055
	\$ 4,078,504	\$ 3,355,990

On behalf of the Board:



Sarah Willey-Thomas Chair



Doug Laginskie Treasurer

RisingOaks Early Learning Ontario Statement of Changes in Net Assets

For the year ended December 31	Invested in tangible capital assets	Internally Restricted for Playground Improvements	Internally Restricted for Renovation/ Capital	Internally Restricted for Risk Management	Internally Restricted for Flex Care Spaces	Internally Restricted for Pandemic Recovery	Unrestricted	2020 Total	2019 Total
Balance, beginning of the year	\$ 235,927	\$ 490,000	\$ 250,000	\$ 500,000	\$ 130,375	\$ -	\$ 152,753	\$1,759,055	\$ 1,387,561
Excess (deficiency) of revenues over expenses	(59,983)	-	-	-	-	-	1,064,865	1,004,882	371,494
Invested in tangible capital assets	78,543	-	-	-	-	-	(78,543)	-	-
Deferred capital contributions received	(26,868)	-	-	-	-	-	26,868	-	-
Transfers (Note 9)	-	-	-	-	(14,819)	1,000,000	(985,181)	-	-
Balance, end of the year	\$ 227,619	\$ 490,000	\$ 250,000	\$ 500,000	\$ 115,556	\$ 1,000,000	\$ 180,762	\$2,763,937	\$ 1,759,055

The accompanying notes are an integral part of these financial statements.

RisingOaks Early Learning Ontario Statement of Operations

For the year ended December 31	2020	2019
Revenue		
Child care services	\$ 4,095,852	\$ 7,791,465
Provincial Child Care Wage Enhancement Grant	224,400	700,094
Grants (Note 10)	2,246,741	1,446,705
Purchase of service wage reimbursement	9,493	62,212
Interest income	24,862	33,726
Fundraising	1,458	3,216
Amortization of deferred capital contributions (Note 7)	90,715	71,907
	<u>6,693,521</u>	<u>10,109,325</u>
Expenses		
Advertising and promotion	92,658	72,680
Amortization of tangible capital assets	150,698	92,068
Bad debts	2,518	1,956
Computer services	52,570	46,040
Equipment leasing	8,517	9,111
Fees and dues	31,670	32,114
Food	188,810	347,439
Insurance	36,395	36,707
Interest and bank charges	18,301	13,577
Office and miscellaneous	36,564	37,043
Personal protective equipment	59,463	-
Professional fees	49,555	28,557
Program supplies	92,384	148,287
Program transportation and admission	8,417	98,790
Provincial child care wage enhancement	224,400	700,094
Rental	402,250	606,802
Repairs and maintenance	76,816	112,060
Security system	768	874
Staff development	30,480	83,217
Telephone	24,060	32,592
Utilities	14,395	15,983
Wages and benefits	7,323,040	7,221,840
	<u>8,924,729</u>	<u>9,737,831</u>
Excess (deficiency) of revenues over expenses before other items	(2,231,208)	371,494
Other items		
Insurance recovery - Covid-19 claim	50,000	-
Canada emergency wage subsidy	3,186,090	-
	<u>\$ 3,236,090</u>	<u>\$ -</u>
Excess of revenues over expenses	\$ 1,004,882	\$ 371,494

The accompanying notes are an integral part of these financial statements.

RisingOaks Early Learning Ontario Statement of Cash Flows

For the year ended December 31	2020	2019
Cash flows from operating activities		
Excess of revenues over expenses	\$ 1,004,882	\$ 371,494
Items not affecting cash:		
Amortization of tangible capital assets	150,698	92,068
Amortization of deferred capital contributions	(90,715)	(71,907)
	<u>1,064,865</u>	<u>391,655</u>
Changes in non-cash working capital:		
Accounts receivable	(103,216)	13,895
Prepaid expenses	(1,983)	(5,039)
Accounts payable and accrued liabilities	(122,956)	232,410
Customer deposits	(95,565)	19,405
Deferred fee revenue	-	(299,620)
	<u>741,145</u>	<u>352,706</u>
Cash flows from investing activities		
Purchase of tangible capital assets	(78,543)	(335,586)
Proceeds on disposal of short-term investments	540,685	257,155
Purchase of short-term investments	(60,000)	(810,000)
	<u>402,142</u>	<u>(888,431)</u>
Cash flows from financing activities		
Deferred capital contributions	<u>26,868</u>	<u>118,481</u>
Net increase (decrease) in cash	1,170,155	(417,244)
Cash, beginning of the year	<u>1,485,320</u>	<u>1,902,564</u>
Cash, end of the year	<u>\$ 2,655,475</u>	<u>\$ 1,485,320</u>

The accompanying notes are an integral part of these financial statements.

RisingOaks Early Learning Ontario

Notes to Financial Statements

December 31, 2020

1. Summary of Significant Accounting Policies

Nature and Purpose of Organization	<p>RisingOaks Early Learning Ontario ("the organization"), formerly Owl Child Care Services of Ontario, provides members and families with quality, supervised child care services at various locations in Kitchener, Waterloo and Cambridge, Ontario.</p> <p>The organization is a not-for-profit organization incorporated under the Canada Not-for-profit Corporations Act, and is a registered charitable organization. Consequently, it is exempt from income tax. In 2020, the members approved a change to the organization's legal name as part of a new brand strategy. It remains the same corporation with no change in ownership.</p>
Basis of Accounting	<p>The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations ("ASNPO")</p>
Revenue Recognition	<p>The organization follows the deferral method of accounting for contributions. Restricted 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.</p> <p>Child care services revenue is recognized as earned on a monthly basis when the amount can be measured and collection is reasonably assured. Fees collected in advance are recorded as deferred revenue until the child care service is provided.</p> <p>Investment income is recognized as earned throughout the year.</p> <p>Customer deposits are collected when a child is registered and recorded as deferred revenue. They are refunded or applied to revenue in the child's last month of care.</p>
Financial Instruments	<p>Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, equities traded in an active market and derivatives are reported at fair value, with any unrealized gains and losses reported in operations. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each balance sheet date and charged to the financial instrument for those measured at amortized cost.</p>

RisingOaks Early Learning Ontario Notes to Financial Statements

December 31, 2020

1. Summary of Significant Accounting Policies (continued)

Tangible Capital Assets Purchased tangible capital assets are stated at cost less accumulated amortization. Contributed tangible capital assets are recorded at fair value at the date of contribution and are amortized, unless fair value is not determinable in which case contributed tangible capital assets are recorded at nominal value at the date of contribution. Expenditures for repairs and maintenance are expensed as incurred. Betterments that extend the useful life of the tangible capital asset are capitalized.

Amortization based on the estimated useful life of the asset is calculated as follows:

Computer equipment	3 years straight-line basis
Furniture and fixtures	5 years straight-line basis
Leasehold improvements	10 years straight-line basis or life of lease

When a tangible capital asset no longer contributes to an organization's ability to provide goods and services, or the future economic benefits or service potential of the tangible capital asset is less than its carrying value, the excess of its net carrying amount over its fair value or replacement cost is recognized as an expense in the statement of operations. Any unamortized deferred contribution amount related to the tangible capital asset is recognized in revenue in the statement of operations, provided that all restrictions have been complied with.

Contributed Services Volunteers contribute many hours per year to assist the organization in carrying out its activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Use of Estimates The preparation of financial statements in accordance with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Significant estimates were used in the valuation of the estimated useful lives of tangible capital assets.

RisingOaks Early Learning Ontario Notes to Financial Statements

December 31, 2020

2. Cash

The organization's bank accounts are held at two chartered banks earning nominal interest.

The organization's board of directors has set the corporate credit limit at \$85,000, split between two corporate credit card facilities. BMO Corporate MasterCard facility is authorized to a maximum of \$35,000. VISA Business Card facility with RBC Royal Bank is authorized to a maximum of \$50,000 and is secured by a guaranteed investment certificate held by RBC in the amount of \$60,000. At year end, the unutilized portion was \$25,000 on the BMO Corporate MasterCard facility and \$26,600 on the VISA Business Card facility.

3. Short-term Investments

The organization has cashable guaranteed investment certificates earning interest between 0.15% and 3.00%, maturing between January 2021 and October 2021.

4. Accounts Receivable

	2020	2019
Accounts receivable	\$ 38,462	\$ 36,029
HST recoverable	43,092	75,301
Canada emergency wage subsidy receivable	132,992	-
	\$ 214,546	\$ 111,330

5. Tangible Capital Assets

	2020		2019	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Computer equipment	\$ 44,447	\$ 39,243	\$ 44,447	\$ 32,935
Furniture and fixtures	1,138,927	684,889	1,108,760	545,354
Leasehold improvements	175,473	131,952	127,098	127,098
	1,358,847	856,084	1,280,305	705,387
		\$ 502,763		\$ 574,918

RisingOaks Early Learning Ontario Notes to Financial Statements

December 31, 2020

6. Accounts Payable and Accrued Liabilities

Included in accounts payable and accrued liabilities are government remittances payable of \$160,041 (2019 - \$51,383).

7. Deferred Capital Contributions

	<u>2020</u>	<u>2019</u>
Beginning balance	\$ 338,991	\$ 292,417
Add: unrestricted contributions related to tangible capital asset purchases	26,868	118,481
Less: amounts amortized to revenue	<u>(90,715)</u>	<u>(71,907)</u>
	275,144	338,991
Less: current portion	<u>90,339</u>	<u>90,713</u>
	<u>\$ 184,805</u>	<u>\$ 248,278</u>

8. Internally Restricted Net Assets

The Playground Improvements Fund was established to dedicate funds for playground improvements at existing centres.

The Renovation/Capital Fund was established to meet future technology, capital or renovation needs, including startup costs for a new centre, replacement of a playground, planned major repairs and renovations, or major computer and software upgrades.

The Risk Management Reserve Fund was established to mitigate the risk of a short-term loss of revenue or significant unanticipated expenditures.

The Flex Care Spaces Fund was established to meet the needs of the community and continue to offer flexible child care on a varying schedule to eligible families.

The Pandemic Recovery Fund was established in 2020 to meet the ongoing needs and response in relation to the COVID-19 pandemic.

These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

RisingOaks Early Learning Ontario Notes to Financial Statements

December 31, 2020

9. Interfund Transfers

During the year, the organization's Board of Directors approved a \$14,819 transfer from the internally restricted fund for flex care spaces to the unrestricted fund to recognize the funding applied to flexible childcare during the year. The Board of Directors also approved a \$1,000,000 transfer from the unrestricted fund to the pandemic recovery fund to meet future ongoing needs in relation to the COVID-19 pandemic.

10. Grants

	<u>2020</u>	<u>2019</u>
Region of Waterloo base operating grant	\$ 1,041,057	\$ 949,475
Region of Waterloo pay equity funding	60,152	60,152
Region of Waterloo one-time funding	234,074	437,078
Region of Waterloo COVID-19 sustainability funding	400,383	-
Region of Waterloo COVID-19 safe restart funding	511,075	-
	<u>\$ 2,246,741</u>	<u>\$ 1,446,705</u>

11. Commitments

The organization leases certain equipment and operating premises. The minimum annual lease payments over the next five years are as follows:

2021	\$ 550,143
2022	397,805
2023	70,797
2024	73,312
2025	56,399
	<u>\$ 1,148,456</u>

RisingOaks Early Learning Ontario Notes to Financial Statements

December 31, 2020

12. Financial Instrument Risks

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The organization is exposed to credit risk resulting from the possibility that a customer or counterparty to a financial instrument defaults on their financial obligations; if there is a concentration of transactions carried out with the same counterparty; or of financial obligations which have similar economic characteristics such that they could be similarly affected by changes in economic conditions. The organization's financial instruments that are exposed to concentrations of credit risk relate primarily to its cash, short-term investments and accounts receivable. The organization has deposited the cash and short-term investments with reputable financial institutions, with whom management believes the risk of loss to be remote. The credit risk on accounts receivable relates to child care fees from government funders. The company is exposed to concentration of credit risk in its accounts receivable as one government funder represents 96% of its trade accounts receivable.

In addition, the effect of COVID 19 on the organization's customers may result in an increased default on their amounts owing to the organization, this may result in increased bad debt expense if customers cannot pay the organization. The extent of the future impact on the credit risk and the corresponding effect on the company's accounts receivable is unknown.

Liquidity risk

Liquidity risk is the risk that the organization will encounter difficulty in meeting its obligations associated with financial liabilities. Liquidity risk includes the risk that, as a result of operational liquidity requirements, the organization will not have sufficient funds to settle a transaction on the due date; will be forced to sell financial assets at a value, which is less than what they are worth; or may be unable to settle or recover a financial asset. The organization is exposed to this risk mainly in respect of its accounts payable and accrued liabilities and its commitments. This risk remains unchanged from prior year.

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 organization is mainly exposed to interest rate risk.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The organization is exposed to interest rate risk on its fixed interest rate financial instruments. Fixed-interest instruments such as short-term investments subject the organization to a fair value risk. The organization's primary objective is to ensure the security of principal amounts invested and provide for a high degree of liquidity, while achieving a satisfactory return.

RisingOaks Early Learning Ontario Notes to Financial Statements

December 31, 2020

12. Financial Instrument Risks (continued)

In addition, the effect of COVID 19 on the Canadian economy may result in changes in prevailing market interest rates. These changes will affect the amount of interest that the organization can earn on future short-term investments. The extent of the future impact on the market rates of interest and the corresponding effect on the organization's future short-term investments purchased are unknown.

13. Uncertainty Due to COVID-19

During the year the impact of COVID-19 in Canada and on the global economy increased significantly. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the company's financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, industry, and workforce. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the organization is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity at this time.

The organization, as required by the Consolidated Municipal Service Manager and the Province, applied for all COVID-19 response benefits for which it was entitled and has reconciled such funding against eligible expenses. There is much funding uncertainty in 2021, resulting in a deficit budget of over \$1,000,000. As such any surplus funds from 2020 have been internally restricted for ongoing pandemic response.
