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Entité 

ÉRIÉ ST.CLAIR/SUD-OUEST

Planification des services
de santé en français

www.entite1.ca

ANNUAL GENERAL MEETING

ANNUAL REPORT

March 31st 2020



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10th ANNUAL GENERAL ASSEMBLY
Thursday, September 24, 2020 at
5:00 pm
Video-conference

Meeting Agenda

1. Opening of the General Assembly.
2. Determination of quorum.
3. Introduction of guests and members of the Board of Directors
4. Appointment of a Chair for the meeting (Proposal 1)
5. Appointment of a Secretary for the meeting (Proposal 2)
6. Reading of the Notice of meeting (Schedule A)
6. Adoption of the agenda. (Appendix B) (Proposal 3)

Proposals from the September 24, 2020 Meeting (Appendix C)
7. Declaration of conflicts of interest.
8. Approval of the Minutes of the Annual General Meeting of June 14, 2019 (Appendix D) (Motion 4)
9. Matters Arising from the Minutes of the General Meeting of June 14, 2019
10. Presentation of the President's Message (Appendix E) (Proposal 5)
11. Presentation of the Interim Executive Director message (Annex F) (Proposal 6)
12. Presentation of the Activity Report (Appendix G) (Proposal 7)
13. Submission of the Independent Auditor's Report for the Fiscal Year 2019-2020 (Appendix H) (Proposal 8)
14. Confirmation of the Independent Auditor for the Financial Year 2020-2021. (Appendix I) (Proposal 9)
15. Amendment to By-Law No. 1 (Proposal 10)
16. Elections (Proposition 11)
17. Closing of the meeting (Proposal 12)

Notice of 10th Annual General Meeting

ERIE ST. CLAIR/SOUTHWEST FRENCH LANGUAGE HEALTH SERVICES PLANNING ENTITY

Pursuant to section 10.5 of By-law No. 1, you are hereby called to the 10th Annual General Meeting of the Erie St. Clair/Southwest French Language Health Services Planning Entity to be held at:

DATE: Thursday, September 24, 2020

TIME: 5:00 p.m.

LOCATION: Videoconference

The members present will be called (Article 10.3):

- to receive the President's report including a financial report presenting the year-end balance sheet and the annual financial statements;
- to elect directors according to the annual election process;
- to ratify the appointment of an external auditor;
- if applicable, to ratify any changes to the By-laws that the Council may have adopted;
- to study any proposal submitted to it by the Council.

A copy of the annual report will be available, upon request, at the offices of the Entity as of September 14, 2020 at the following addresses:

Windsor: 890 Walker Road, Windsor, ON N8Y 2N5

London: 920 Huron Street Suite 175B, London, ON N5Y 4K4

PLEASE CONFIRM YOUR PRESENCE BEFORE SEPTEMBER 10, 2020 BY REGISTERING

August 26, 2020

Marie Dorval
Secretary

Minutes of the 9th Annual General Meeting

of the Erie St. Clair/Southwest French Language Health Services Planning Entity

held June 14, 2019

at the Holiday Inn Select Windsor, 1855 Huron Church,

Windsor, ON

1. Opening of the Annual General Meeting.

Paul Lachance, Chair of the Board, opened the 9th Annual General Assembly of Erie St. Clair/Southwest French Language Health Planning Entity at 5:01 p.m. and welcomed everyone. He asked each participant to introduce themselves. He then presented the diversity video.

2. Determination of quorum.

	Present	Absent	Excused
Paul Lachance	<u>X</u>		
Didier Marotte	<u>X</u>		
Gerardo Castro	<u>X</u>		
Louis Guimond	<u>X</u>		
Marie Dorval	<u>X</u>		
Jean-Pierre Cantin	<u>X</u>		
Joseph Bisnaire	<u>X</u>		
Gina Gobbi			<u>X</u>
Blandine Lesage	<u>X</u>		
Staff members			
Constant Ouapo	<u>X</u>		
Paul Levac	<u>X</u>		
Guy Mian	<u>X</u>		

3. Introduction of guests

Guests: Mariette Carrier Fraser, Carol Jolin, Shenaz Fakim, Marthe Dumont, Caen Suni, Richard Caumartin, Gerard Malo, Jacques Kenny and Yvan Poulin.

4. Appointment of the Chair

It was moved by Didier Marotte and seconded by Marie Dorval that Paul Lachance be appointed Chair of the meeting.

All in favour

Adopted

5. Appointment of the Secretary of the meeting

It was moved by Gerardo Castro and seconded by Joseph Bisnaire that Yvan Poulin be appointed secretary of the meeting.

All in favour

Adopted

5. Reading and adoption of the agenda.

It was moved by Marie Dorval and seconded by Jean-Pierre Cantin that the agenda for the 9th Annual General Meeting of the Erie St. Clair/Southwest French Language Health Planning Entity be approved as presented.

All in favour

Adopted

6. Declaration of conflict of interest

N/A

7. Reading and approval of the minutes of the 8th Annual General Meeting of June 1, 2018.

It was moved by Joseph Bisnaire and seconded by Blandine Lesage that the minutes of the 8th Annual General Meeting of the Erie St. Clair/South West French Language Health Planning Entity be approved as presented.

All in favour

Adopted

8. Matters arising from the minutes.

No matters arising.

9. Presentation of the Independent Auditor's report as of March 31, 2019

The President asked Donald Lassaline, representative of the firm Grant Thornton to present the annual financial report.

Following this presentation,

It was moved by Jean-Pierre Cantin and seconded by Didier Marotte that the External Auditor's report for the year ending March 31, 2019 be adopted as filed and accepted by the members of the Board of Directors in an electronic vote held on June 3, 2019.

All in favour

Adopted

1. Confirmation of the Independent Auditor for the year 2019 - 2020. At this moment Donald Lassaline left the room.

The Proposal was tabled at the regular meeting in April 2016.

It was moved by Didier Marotte and seconded by Joseph Bisnaire that the firm Grant Thornton, formerly Hyatt Lassaline, be reappointed as External Auditor of the Entity for the fiscal year ending March 31, 2019 at a cost of \$5,000.00 plus taxes. There is also a cost of \$750.00 for the preparation and submission of tax reports.

All in favour

Adopted

12. Amendment to By-law No. 1

It was moved by Blandine Lesage and seconded by Gerardo Castro that the General Meeting ratify the amendment to section 11.3 of By-Law No. 1 as recommended by the Board of Directors at its last regular meeting held on March 6, 2019.

All in favour

Adopted

1. Elections

a) New members

It was moved by Didier Marotte and seconded by Louis Guimond that **Myra Spiller** join and be confirmed on the Board of Directors of the Entity for the first year of a first 2-year term as representative of the Centre Culturel Francophone Jolliet ending at the 2020 Annual General Meeting.

All in favour

Adopted

It was moved by Blandine Lesage and seconded by Marie Dorval that **Louis Guimond** join and be confirmed on the Board of Directors of the Entity for the first year of a first 2-year term as an individual member ending at the 2020 Annual General Meeting.

All in favour

Adopted

It was moved by Jean-Pierre Cantin and seconded by Joseph Bisnaire that **Yves Mainville** join and be confirmed on the Board of Directors of the Entity for the first year of a first 2-year term as representative of the Chatham-Kent La Girouette Community Centre ending at the 2020 Annual General Meeting.

All in favour

Adopted

b) Elections

It was moved by Didier Marotte and seconded by Blandine Lesage that **Gerardo Castro** be confirmed to the Board of Directors of the Entity as an individual member for the London area, for the 2nd year of a second 2-year term ending at the 2020 Annual General Meeting.

All in favour

Adopted

It was moved by Gerardo Castro and seconded by Marie Dorval that Mr. **Didier Marotte** be confirmed to the Board of Directors of the Entity, as a community member representing the Centre communautaire francophone Windsor- Essex- Kent (CCFWEK) Inc. for the 2nd year of a 5th 2-year term ending at the 2020 Annual General Meeting.

All in favour

Adopted

It was moved by Blandine Lesage and seconded by Gerardo Castro that the following persons be confirmed to the Board of Directors of the Entity for the first year of a 4th two-year term ending at the Annual General Meeting in 2020.

Paul Lachance Individual Member

Marie Dorval Individual Member.

All in favour

Adopted

It was moved by Louis Guimond and seconded by Marie Dorval that **Jean-Pierre Cantin** be confirmed to the Board of Directors of the Entity as a community member representing the London Regional Community Centre (LRCC) for the 2nd year of a second two-year term ending at the Annual General Meeting in 2020.

All in favour

Adopted

It was moved by Joseph Bisnaire and seconded by Blandine Lesage that **Gina Gobi** be confirmed to the Board of Directors of the Entity as an institutional member representing the Providence Catholic School Board for the 2nd year of a first two-year term ending at the Annual General Meeting in 2020.

All in favour

Adopted

It was moved by Louis Guimond and seconded by Didier Marotte that the following persons be confirmed to the Board of Directors of the Entity for the 2nd year of a first two-year term ending at the Annual General Meeting in 2020.

Blandine Fongué Lesage

Joseph Bisnaire

All in favour

Adopted

14. Special presentation

At this time, special presentations were made to Jacques Kenny and Yvan Poulin who are retiring after 8 years of service with the Entity.

A video demonstrating the importance of active demand and active offer in mental health was then shown. This video was co-sponsored by the Erie St. Clair and South West LHINs.

15. Closing of the Meeting

It was moved by Blandine Lesage and seconded by Joseph Bisnaire that the General Assembly be adjourned at 6:15 p.m.

All in favour

Adopted

Paul Lachance
Chair of the Board of Directors

Constant Ouapo
Chief Executive Officer

Message from the Chair of the Board of Directors

Dear members,

It is my pleasure to present this message to you as Chair of the Board of Directors of the Erie-St. Clair/Southwest French Language Health Services Planning Entity.

Although the year 2019-2020 began, as the saying goes, "Business as usual", it has taken place against the backdrop of an unprecedented transformation of Ontario's health system.

The People's Health Care Act, which came into force on April 18, states that the public health care system must comply with the requirements of the *French Language Services Act* with respect to the planning, design, delivery and evaluation of health care services for Ontario's French-speaking community and that the French Language Health Planning Entities will work with the new agency, Ontario Health. The future of the entities is assured.

But what will be its mandate and how will it cooperate with Ontario Health?

We already know that the fourteen (14) Local Health Integration Networks (LHINs) will eventually be placed under Ontario Health and integrated into its new structure which consists of five regions. Beginning in the summer of 2019, we might envisage a realignment of the structure and number of entities to ensure that they are brought into line with Health Ontario's operations and service configuration.

In the fall of 2019, the Regroupement des entités de planification des services de santé en français mobilized to define a common strategic positioning in order to call for a new Bylaw defining an expanded mandate and active participation in decision-making in the area of French-language health matters. The Regroupement wrote to the Minister of Health regarding this issue in mid-November.

In the meantime, the operational reorganization of the 14 LHINs into five regions has taken place. In short, the Erie-St. Clair and Southwest LHINs, as well as the Waterloo-Wellington and Hamilton-Niagara-Haldimand-Brant LHINs, were integrated into the new Western Region Ontario Health. Is a reunification of Entity 1 and Entity 2 to be expected?

During the months of December to February, the Entity's Board of Directors considered recommendations for the structural renewal of the planning entities and their funding. On February 10, 2020, it presented its recommendations to the Minister of Health, Christine Elliott.

The health care system has experienced numerous changes throughout 2019-2020. The first Ontario Health Team (OHT) in the jurisdiction was established on December 7, 2019. The Chatham-Kent Ontario Health Team was the first of eight OHTs that will be responsible for the delivery of health care services, including French-language health care services, in Chatham-Kent. I would like to thank the management team for its intense cooperation with future OHTs in order to ensure that they include the Francophone perspective when planning health care services.

March 2020: The Board of Directors considered the draft by-law to replace By-law 515/09. On March 16, the Board forwarded its comments and recommendations through a letter from the Regroupement des entités de planification des services de santé en français to the Minister of Health.

Mid-March 2020: COVID-19 was declared a pandemic. This marked the beginning of the lock-down. Remote working, virtual meetings and videoconferences became the new normal. I would like to thank the management team for adapting to the new work practices in times of pandemic. I would also like to sincerely thank all the members of the Board of Directors who devoted many hours throughout the year to advancing the Entity's files.

What does the year 2020-2021 hold in store for us? The only constant is change!

Paul Lachance
Chair of the Board of Directors

Message from the Interim Executive Director

Dear Board members, guests and community members,

The year 2019-2020 was marked internally by transition to a new management team and its assumption of responsibility for the Entity's files, and externally by the transformation of the health care system, which has immersed the Entity in a provincial dynamic characterized by a firm commitment to the Entities' strategic positioning project.

It is important to add to these two factors the context of fiscal restraint due to efforts aimed at reducing the budget deficit of the two previous years. The management team and the Board of Directors worked tirelessly together to meet most of the major challenges and end the year with positive results. This report provides a brief overview of some of these achievements.

An initial activity was the analysis of the adequacy of available resources in relation to human resources needs. A new Planning Officer was recruited to the team following the retirement of one of the founding members of the Entity. An Administrative Assistant was recruited but resigned shortly thereafter due to her moving to another region. The determination of the three team members has enabled us to meet most of the challenges facing the Entity.

The team had planned to implement a new strategic planning process that was preceded by training on how to manage the transformation of the health care system. This transformation, which is still ongoing, led to the strategic planning process being put on hold due to certain uncertainties. The LHINs strongly advised the Entity not to invest resources at this time in the implementation of strategic planning, but rather to focus on identifying priority deliverables that will enable the LHINs to achieve their mandate.

The Entity submitted three quarterly reports to the LHINs during this last cycle and actively participated in discussions on the status of joint initiatives and results achieved.

Entity 1 has worked closely with the other Entities over the past year to ensure that our Entity is present at the provincial level. These actions included a financial contribution towards the Regroupement including active participation in the strategic positioning project of the latter.

This has led to a remarkable strengthening of the Entity's presence within the Regroupement, the development of good collaborative relationships with other EDs and the offer of valuable technical support from fellow EDs in the process of building our internal capacity.

The Entity ended its fiscal year with the onset of the Covid-19 pandemic with lock-down as a corollary. This situation imposed teleworking as an unavoidable mode of operation. The team participated in various capacity building webinars to enable it to readjust its service delivery mode to better serve the francophone community.

Many thanks to the Board of Directors and the management team for their commitment to working together to achieve our shared vision. A special thanks to our community partners, health and wellness service providers, the Erie St. Clair and South West LHINs and Health Ontario West, whose collaboration is extremely important to us in the development and delivery of services to the region's Francophone community.

Collective success optimizes our ability to be aware of our challenges as a community living in a minority setting, to keep our eyes on our vision and objectives, to capitalize on our cohesive strengths and to secure allies within the majority.

The Entity has so far contributed effectively to improving access to French language health care services in our region. It is important that we continue this dynamic for the well-being of our community.

Paul Levac

Interim Executive Director

Activity Report

The team operated on the basis of a work plan that allowed the Entity to ensure an active presence in the community while maintaining a strong collaboration with all stakeholders in order to ultimately foster the creation and delivery of French-language services and their use by Francophones. Planning and community engagement activities were based on reasonable choices in line with our vision and our ability to focus the Entity's resources on projects that generate positive impacts for the Francophone community.

Environmental scan of current models of health system navigation in Ontario.

This study proposed an integrated model of health system navigation for Francophones in the Southwestern Ontario region and will serve as a resource for newly formed Ontario Health Teams (OHTs). Discussions are underway with LHINs and other health partners regarding possible next steps concerning the recommendations provided in the Navigation Model report.

Study on the most significant gaps in Long-Term Care (LTC)

This study focused primarily on Francophone seniors in the Erie St. Clair (ESC) region and also provided an overview of services and initiatives implemented in other parts of the country to serve seniors in a minority setting.

The purpose of the study was to help the Entity's planning team identify best models and practices that can be replicated in the region, as well as next steps for further study and/or implementation of the most appropriate practices. This report is being consolidated and will further define the next steps to develop an implementation plan including key activities, methods, facilitation, timelines, and resources.

Support from the Communauté d'Accueil 2.0 and the Programme d'Appui à la Communauté Francophone de l'Ontario (PAFO) to the Communauté de pratique pour professionnels bilingues (CPPB).

The Communauté de pratique pour professionnels bilingues (CPPB) has increased its membership from 40 to 120. New partnerships, including seven that currently support the work of the steering committee, have been created. Important resources have been developed, including an updated list of francophone health care providers as well as communication tools such as a new promotional card and new banners.

Finally, the CPPB was launched successfully in the Windsor area on February 28th, demonstrating strong collaboration among members and increased interest from the health and wellness sector of the CPPB. The next challenge is to ensure the sustainability of the initiative.

Community engagement initiatives and active presence at various community tables.

Four major community engagement sessions were held:

-A concurrent session in London and Windsor on April 26, 2019 as part of the health system transformation.

-A session on commitment to active demand at the Richelieu Club on June 11, 2019

-A session in Paincourt on September 11, 2019 as part of the submission of the Chatham-Kent Local Health Team (LHT)

-Another session was held on January 8 and 9, 2020 as part of the implementation of our communication strategy.

These community engagement activities are all part of the transformation of the health care system and have enabled the Entity to better identify the expectations and needs of the Francophone community with respect to the Entity and the transformation of the system.

The transformation of the health system is an opportunity.

This transformation will strengthen the relationship between the Entity and its partners in the health care system by allowing it to continue playing an advisory and technical support role with providers and OHT teams, in order to ensure the Francophone perspective is recognized as early as possible in the development of health strategies, by developing active offer of services in French, supporting the promotion of services to help Francophones navigate and use these services, among others. The Entity has been actively involved with the local OHT committees, already established or in the process of being established (Chatham-Kent, Sarnia-Lambton, Windsor-Essex and London-Middlesex). In order to improve French language services and to help providers meet their French language services obligations, the Entity has been involved in the collection of data on French language services in the OZI data collection platform.

Strategic Communication Plan

In order to support the implementation of the work plan and improve the Entity's visibility, the team has developed a communication plan, the first steps of which are being implemented to update the various communication tools (Entity newsletter, website, Facebook page, Twitter account, professional LinkedIn account, promotional items, etc.).

Much work has been done by the team over the past year, but there is still a lot more to do. This work will never be finished as new needs and challenges are on the horizon. The team will continue to implement the resources, efforts and energies required to enable it to achieve the results expected in its annual work plan.

Auditor's Report (Financial Statements)



Financial Statements

**Entite de planification des services de sante
en frangais Erie St. Clair/Sud-Ouest**

March 31, 2020

Entite de planification des services de sante en francais Erie St. Clair/Sud-Ouest

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Independent Auditor's Report

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To the Board of Directors of
Entite de planification des services de sante en frangais Erie St. Clair/Sud-Ouest

Opinion

We have audited the financial statements of Entite de planification des services de sante en Irangais Erie St. Clair/Sud-Ouest, which comprise the statement of financial position as at March 31, 2020, and the statements of operations and 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 March 31, 2020, and its results of 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 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.

Independent Auditor's Report (continued)

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.



Windsor, Canada
June 1, 2020

Chartered Professional Accountants
Licensed Public Accountants

**Entite de planification des services de sante en frangais Erie
St. Clair/Sud-Ouest
Statement of Operations and Changes in Net Assets**

Year ended March 31	2020	2019
Revenues		
Contributions-LHIN	425533 \$	425 533 \$
Expenditures		
Employee benefits	61124	50 903
Office	1125	3 734
Travel	13595	13 565
Board of directors	5597	4 444
Public relations	11995	18 071
Non-refundable portion of HST	2981	3 451
IT, software and licences	272	6 843
Rent and insurance	19375	21 391
Subcontract	49112	44 119
Mail, courier and telecommunication	3321	4 122
Salaries	234122	269 506
	402619	440 149
Excess (deficiency) of revenues over expenditures before surplus repayable	22914	(14 616)
Surplus repayable	(22914)	
Deficiency of revenues over expenditures		(14 616)
Unrestricted net assets (deficiency), beginning of year	(22078)	(7 462)
Unrestricted net assets (deficiency), end of year	(220713)	(22 070)\$

**Entite de planification des services de sante en francais Erie
St. Clair/Sud-Ouest
Statement of Financial Position**

March 31	2020	2019
Assets		
Current		
Cash in bank	52992 \$	20 427 \$
Harmonized sales tax recoverable	5779	18 183
Prepaid expenses	168	
	<u>58939 \$</u>	<u>38 610 \$</u>
Liabilities		
Current		
Accounts payable and accrued liabilities	15314 \$	14 348 \$
Unearned revenue (Note 3)	35462	34 287
Government remittances payable	7327	12 053
Due to the Ministry of Health	22914	
	<u>81017</u>	<u>60 688</u>
Net Assets		
Unrestricted net assets (deficiency)	<u>(22078)</u>	<u>(22 078)</u>
	<u>58939 \$</u>	<u>38 610 \$</u>

Commitments (Note 4)

On behalf of the board



Member



Member

**Entite de planification des services de sante en frangais Erie
St. Clair/Sud-Ouest
Statement of Cash Flows**

Year ended March 31	2020	2019
Increase (decrease) in cash		
Operating		
Deficiency of revenues over expenditures	- \$	(14 616)\$
Change in non-cash working capital items		
HST recoverable	12 404	2 822
Prepaid expenses	(168)	.
Accounts payable and accrued liabilities	966	(11 077)
Unearned revenue	1 175	34 287
Government remittances payable	(4 726)	(4 097)
Due to the Ministry of Health	22 914	
	<hr/>	
Increase in cash	32 565	7 319
Cash		
Beginning of year	20 427	13 108
	<hr/>	
End of year	52 992 \$	20 427 \$
	<hr/>	
Cash consists of:		
Cash in bank	52 992 \$	20 427 \$
	<hr/>	

Entite de planification des services de sante anirancais Erie St. Clair/Sud-Ouest

Notes to the Financial Statements

March 31, 2020

1. Nature of operations

Entite de Planification des Services de Sante *en Francais* Erie St. Clair/Sud-Ouest (L'Entite) is a non-profit organization with the mandate to advise both the local health integration network(LHIN) of Erie St. Clair and of the South West on issues of access to a complete range of quality care and health services to all Francophones. The organization was incorporated September 13, 2010 under the Companies and Associations Act of the Province of Ontario as a not-for-profit organization under the Income Tax Act and and as such is exempt from taxes under the Income Tax of Canada.

2. Significant accounting policies

Basis of presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Revenue recognition

The organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the period 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.

Tangible capital assets

Tangible capital assets are not recorded on the balance sheet. During the year, tangible capital asset purchases totaling \$Nil (2019 - \$Nil) have been expensed.

Contributed services

Because of the difficulty of determining the fair value of volunteer services, contributed services are not recognized in the financial statements.

Use of estimates

The preparation of the financial statements in accordance 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 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 estimate as additional information becomes available in the future. Areas of significant estimates include accrued liabilities.

**Entite de planification des services de sante en frangais Erie
St. Clair/Sud-Ouest**
Notes to the Financial Statements
March 31, 2020

2. Significant accounting policies (continued)

Financial assets and liabilities

Initial measurement

Upon initial measurement, the organizations's financial assets and liabilities are measured at fair value, which, in the case of financial assets or financial liabilities that will be measured subsequently at amortized cost, is increased or decreased by the amount of the related financing fees and transaction costs. Transaction costs relating to financial assets and liabilities that will be measured subsequently at fair value are recognized in operations in the year they are incurred.

Subsequent measurement

At each reporting date, the organization measures its financial assets and financial liabilities at amortized cost (including any impairment in the case of financial assets), with the exception of investments in equity instruments traded in an active market which are measured at fair value and bond investments which the organization has elected to measure at fair value by designating that fair value measurement shall apply.

1. Unearned revenue

Unearned revenue represents contributions from the LHIN received but not spent at year end. This amount will be recognized in revenue when the related expenditures are made or services are offered. The amount deferred is to be spent on the completion of projects outstanding from the current year.

2. Commitments

The organization has a lease in Windsor and London, maturing in 2021, for the rental of space at the rate of \$9,535 and \$6,000 respectively, per year.

3. Comparative figures

Certain of the comparative figures have been reclassified to conform with the financial statement presentation adopted for the current year.

4. Economic dependence

During the year, all of the revenue was derived from LHIN contributions. The economic dependence results from the fact that the viability of the organization would be affected by the loss of these revenues. It is stipulated in the agreement with the LHIN that contributions are subject to a final determination. In the case that the LHIN would make an adjustment to this amount, the difference would be accounted for during the period in which the adjustment occurred.
