Doane Grant Thornton

# Financial Statements

## Board of Management for the Waterfront Neighbourhood Centre

December 31, 2024

# Contents

**Management's responsibility for the financial statements**

The financial statements of the Board of Management for the Waterfront Neighborhood Centre (the "Centre") are the responsibility of management and have been approved by the Board.

The financial statements have been prepared in compliance with the Canadian public sector accounting standards for government not-for-profit organizations, including the 4200 series of standards, established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 2 to the financial statements.

The preparation of the financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Centre's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Board of Management is responsible for ensuring that management fulfills its responsibilities for financial reporting. The Board reviews the Centre's financial statements and discusses any significant financial reporting or internal control matters prior to the approval of the financial statements.

The financial statements have been audited by Doane Grant Thornton LLP, independent external auditors appointed by the City of Toronto's City Council, in accordance with Canadian generally accepted auditing standards. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Centre's financial statements.

DocuSigned by:
karen sinotte
8502FFA765D2456...
Chairperson

Signed by:
Carole Therriault
142FB42E4EE44C9...
Treasurer

Doane Grant Thornton

# Independent Auditor's Report

**Doane Grant Thornton LLP**
11th Floor
200 King Street West, Box 11
Toronto, ON
M5H 3T4

T +1 416 366 0100
F +1 416 360 4949
www.GrantThornton.ca

To the Council of the Corporation of the City of Toronto and the Board of Management for the Waterfront Neighbourhood Centre

## Qualified Opinion

We have audited the accompanying financial statements of Board of Management for the Waterfront Neighbourhood Centre (the "Centre"), which comprise the statement of financial position as at December 31, 2024, 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, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Centre as at December 31, 2024 and results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not- for-profit organizations.

## Basis for Qualified Opinion

In common with many not-for-profit organizations, the Centre derives revenue from donations and fundraising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of this revenue was limited to the amounts recorded in the records of the Centre. Therefore, we were not able to determine whether any adjustments might be necessary to donations and fundraising revenue, excess (deficiency) of revenue over expenses and cash flows from operations for the year ended December 31, 2024 and December 31, 2023, current assets as at December 31, 2024, and December 31, 2023 and net assets at January 1, and December 31 for both the 2024 and 2023 years.

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 Centre 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 qualified audit 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 public sector accounting standards for government 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 Centre's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Centre or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Centre'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 Centre'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 Centre'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 Centre 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.

Doane Grant Thornton LLP

Toronto, Canada
June 12, 2025

Chartered Professional Accountants
Licensed Public Accountants

# Board of Management for the Waterfront Neighbourhood Centre Statement of Financial Position

| December 31 | 2024 | 2023 |
|---|---|---|
| **Assets** | | |
| Current | | |
| Cash | **$ 147,684** | $ 819,154 |
| Investments (Note 4) | **1,180,343** | 631,514 |
| Accounts receivable | **47,950** | 40,308 |
| Prepaid expenses | **1,917** | 1,421 |
| Due from City of Toronto (Note 5) | **65,613** | 17,353 |
| Due from Waterfront Neighbourhood Centre Charitable Fund (Note 9) | **18,500** | - |
| | **1,462,007** | 1,509,750 |
| Due from City of Toronto (Note 6) | **758,293** | 748,173 |
| Tangible capital assets (Note 7) | **30,260** | 3,565 |
| | **$ 2,250,560** | $ 2,261,488 |
| **Liabilities** | | |
| Current | | |
| Accounts payable and accrued liabilities | **$ 147,267** | $ 142,178 |
| Deferred revenue | **-** | 24,778 |
| Deferred contributions (Note 8) | **27,561** | 91,423 |
| | **174,828** | 258,379 |
| Deferred capital contributions (Note 10) | **430,260** | 403,565 |
| Post-employment benefits liability (Note 6) | **758,293** | 748,173 |
| | **1,363,381** | 1,410,117 |
| **Net assets** | | |
| Internally restricted – program fund reserves (Note 11) | **378,370** | 378,370 |
| Unrestricted funds – program administrative funds (Note 12) | **508,809** | 473,001 |
| | **887,179** | 851,371 |
| | **$ 2,250,560** | $ 2,261,488 |

Approved by the Board:

DocuSigned by:
karen sinotte
8502EEA765D2455... Chair

Signed by:
Carole Therriault
142FD42E4EE44C9... Treasurer

See accompanying notes to the financial statements.

# Board of Management for the Waterfront Neighbourhood Centre
# Statement of Change in Net Assets
Year ended December 31

| | Internally restricted - program fund reserve | Unrestricted fund | **Total 2024** | Total 2023 |
|---|---|---|---|---|
| Net assets, beginning of year | $ 378,370 | $ 473,001 | **$ 851,371** | $ 817,026 |
| Excess of revenue over expenses | - | 35,808 | **35,808** | 34,345 |
| Net assets, end of year | $ 378,370 | $ 508,809 | **$ 887,179** | $ 851,371 |

See accompanying notes to the financial statements.

# Board of Management for the Waterfront Neighbourhood Centre
# Statement of Operations

Year ended December 31

| | Program | Administration | **2024** | 2023 |
|---|---|---|---|---|
| **Revenue** | | | | |
| City of Toronto | | | | |
| Administration (Note 5) | $ - | $ 1,661,731 | **$ 1,661,731** | $ 1,550,914 |
| Section 37 funding | - | - | **-** | 69,472 |
| Post-employment benefits funding (Note 5) | - | 10,120 | **10,120** | 11,733 |
| Grants | | | | |
| Government of Canada | 147,681 | - | **147,681** | 165,912 |
| Province of Ontario | 69,479 | - | **69,479** | 51,527 |
| City of Toronto | 149,790 | - | **149,790** | 176,113 |
| Foundations/agencies | 5,290 | - | **5,290** | 8,125 |
| City of Toronto – Children's Services | 50,535 | - | **50,535** | 34,515 |
| Donations and fundraising | 82,363 | - | **82,363** | 53,026 |
| Membership and program fees | 160,478 | - | **160,478** | 178,386 |
| Rental fees | 128,694 | - | **128,694** | 66,482 |
| Interest | 50,226 | - | **50,226** | 58,554 |
| Amortization of deferred capital contributions | - | 11,787 | **11,787** | 9,773 |
| | 844,536 | 1,683,638 | **2,528,174** | 2,434,532 |
| **Expenses** | | | | |
| Salaries and wages | 562,896 | 1,033,347 | **1,596,243** | 1,480,017 |
| Employee benefits | 63,084 | 307,227 | **370,311** | 347,554 |
| Employee benefits – post-employment benefits | - | 10,120 | **10,120** | 11,733 |
| Materials and supplies | 171,758 | 90,257 | **262,015** | 299,544 |
| Purchase of services | 10,990 | 279,160 | **290,150** | 250,168 |
| Amortization of tangible capital assets | - | 11,787 | **11,787** | 11,171 |
| | 808,728 | 1,731,898 | **2,540,626** | 2,400,187 |
| Operating surplus (deficit) | 35,808 | (48,260) | **(12,452)** | 34,345 |
| Net deficit recoverable from City of Toronto | - | 48,260 | **48,260** | - |
| Excess of revenue over expenses | $ 35,808 | $ - | **$ 35,808** | $ 34,345 |

See accompanying notes to the financial statements.

# Board of Management for the Waterfront Neighbourhood Centre
# Statement of Cash Flows

| Year ended December 31 | 2024 | 2023 |
|---|---|---|
| Increase (decrease) in cash | | |
| **Operating** | | |
| Excess of revenue over expenses | **$ 35,808** | $ 34,345 |
| Change in non-cash working capital items | | |
| Amortization of tangible capital assets | **11,787** | 11,171 |
| Amortization of deferred capital contributions | **(11,787)** | (9,773) |
| Post-employment benefits liability | **10,120** | 11,733 |
| Accrued interest income | **(23,133)** | - |
| | **22,795** | 47,476 |
| Changes in non-cash working capital items | | |
| Accounts receivable | **(7,642)** | (2,963) |
| Prepaid expenses | **(496)** | 2,838 |
| Due from Waterfront Neighbourhood Centre Charitable Fund | **(18,500)** | 3,529 |
| Due to/from City of Toronto | **(48,260)** | (193,122) |
| Accounts payable and accrued liabilities | **5,089** | (30,176) |
| Deferred revenue | **(24,778)** | 24,427 |
| Deferred contributions | **(63,862)** | (9,540) |
| | **(135,654)** | (157,531) |
| **Investing activities** | | |
| Purchase of investments | **(833,149)** | (56,476) |
| Proceeds from sale of investments | **307,453** | 690,193 |
| | **(525,696)** | 633,717 |
| **Financing activities** | | |
| Long-term amount due from City of Toronto | **(10,120)** | (11,733) |
| **Capital activities** | | |
| Purchase of tangible capital assets | **(38,482)** | - |
| Deferred capital contributions received | **38,482** | - |
| | **-** | - |
| (Decrease) increase in cash | **(671,470)** | 464,453 |
| Cash, beginning of year | **819,154** | 354,701 |
| Cash, end of year | **$ 147,684** | $ 819,154 |

See accompanying notes to the financial statements.

## 1. Nature of operations

The City of Toronto Act, 1997 continued the provisions of By-law No. 1995 – 0448 dated June 26, 1995 to reflect Chapter 25, Community and Recreation Centres of the Corporation of the City of Toronto Municipal Code. Chapter 25 amended all previous by-laws and established part of the premises at 627 Queens Quay West, Toronto, as a community recreation centre under the authority of the Municipal Act, known as Waterfront Neighbourhood Centre (the “Centre”). The Centre changed its name from Harbourfront Community Centre as approved by City Council in May 2016. The Centre is a not-for-profit organization and, as such, is exempt from income tax.

The Municipal Code provides for a Council appointed Board of Management (the “Board”) which, among other matters, shall:

a) endeavour to manage and control the premises in a reasonable and efficient manner, in accordance with standard good business practices, and

b) pay to the City of Toronto (the “City”) any excess of administration expenditure funds provided by the City in accordance with its approved annual budget, but may retain any surplus from program activities.

## 2. Significant accounting policies

### Basis of accounting

These financial statements have been prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations (“PSAS-GNPO”), including the 4200 series of standards, as issued by the Public Sector Accounting Board (“PSAB”) of the Chartered Professional Accountants of Canada.

### Revenue recognition

The Centre follows the deferral method of accounting for contributions. Contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions are deferred and recognized as revenue in the year in which the related expenses are recognized and recorded as part of deferred contributions on the statement of financial position. Externally restricted contributions for depreciable tangible capital assets are deferred and amortized over the life of the related tangible capital assets. Externally restricted contributions for tangible capital assets that have not been expended are recorded as part of deferred capital contribution on the statement of financial position.

Membership and program fees are recognized on the date the services are performed. Amounts received in advance of services being provided are classified as deferred revenue on the statement of financial position.

Rental and similar revenues are recognized on the date of the performance or event.

## 2. Significant accounting policies (continued)

**Investments**

Investments include demand deposits and short-term investments with maturities of less than twelve months at acquisition.

**Financial instruments**

The Centre initially measures its financial assets and financial liabilities at fair value.

The Centre subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, investments, accounts receivable, due from City of Toronto and due from Waterfront Neighbourhood Centre Charitable Fund. Financial liabilities measured at amortized cost include accounts payable and due to City of Toronto.

**Contributed material and services**

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

**Tangible capital assets**

Tangible capital assets are recorded at cost and contributed tangible capital assets are recorded at fair value at the date of contribution. For furniture and equipment, amortization is provided on a straight-line basis over their estimated useful lives of 5 years.

**Employee related costs**

The Centre has adopted the following policies with respect to employee benefit plans:

a) The City offers a multi-employer defined benefit pension plan to the Centre's employees. Due to the nature of the Plan, the Centre does not have sufficient information to account for the Plan as a defined benefit plan; therefore, the multi-employer defined benefit pension plan is accounted for in the same manner as a defined contribution plan. An expense is recorded in the period in which contributions are made.

b) The Centre also offers its employees a defined benefit sick leave plan, a post-retirement life, health and dental plan, a long-term disability plan and continuation of health, dental and life insurance benefits to disabled employees. The accrued benefit obligations are determined using an actuarial valuation based on the projected benefit method prorated on service, incorporating management's best estimate of future salary levels, inflation, sick day usage estimates, ages of employees and other actuarial factors.

### 2. Significant accounting policies (continued)

**Employee related costs (continued)**

Net actuarial gains and losses that arise are amortized over the expected average remaining service life of the employee group.

The Centre recognizes an accrued benefit liability on the statement of financial position, which is the net of the amount of the accrued benefit obligations and the unamortized actuarial gains/ losses.

**Use of estimates**

The preparation of financial statements in accordance with PSAS-GNPO 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. Management makes accounting estimates when determining significant accrued liabilities, the post-employment benefits liabilities and the related costs charged to the statement of operations. Actual results could differ from those estimates, the impact of which would be recorded in future periods.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the year in which the estimates are revised and in any future years affected.

### 3. Change in accounting policies

Effective January 1, 2024, the Centre adopted PS3400 *Revenues* retroactively with no restatement required.

PS 3400 Revenues establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non exchange transactions. For exchange transactions, revenue is recognized when a performance obligation is satisfied. For non-exchange transactions, revenue is recognized when there is authority to retain an inflow of economic resources and a past event that gave rise to an asset has occurred.

### 4. Investments

The Centre's investment portfolio consists of the following:

| | | **2024** | | 2023 |
|---|---|---|---|---|
| Money market funds | **$** | **507,210** | $ | 631,514 |
| Guaranteed investment certificates (GICs) | | **673,133** | | - |
| | **$** | **1,180,343** | $ | 631,514 |

Investments include two GICs with interest rates of 5.15% and 5.17% and both maturing in April 2025.

### 5. Funds provided by the City of Toronto – Administration

Funding for administration expenses is provided by the City according to Council approved budgets. Surplus amounts in administration are payable to the City. Deficits, other than long-term employee benefits, are to be funded by the Centre unless Council approval has been obtained for additional funding.

| | Approved Budget 2024 (unaudited) | **2024** | 2023 |
|---|---|---|---|
| **Administration expenses** | | | |
| Salaries and wages | $ 1,069,337 | **$ 1,033,347** | $ 976,504 |
| Employee benefits | 340,448 | **307,227** | 284,298 |
| Employee benefits – post-employment benefits | - | **10,120** | 11,733 |
| Materials and supplies | 64,041 | **90,257** | 116,817 |
| Purchase of services | 187,905 | **279,160** | 242,767 |
| Amortization of tangible capital assets | - | **11,787** | 9,773 |
| | $ 1,661,731 | **$ 1,731,898** | $ 1,641,892 |
| **Centre's actual administration revenue** | | | |
| Administration budget | | **$ 1,661,731** | $ 1,550,914 |
| **Centre's actual administration expenses** | | | |
| Administration expenses | | **$ 1,731,898** | $ 1,641,892 |
| Adjustments for: | | | |
| Amortization of deferred capital contributions | | **(11,787)** | (9,773) |
| Post-employment benefits, not funded by the City until paid, that are included in long-term receivable - City of Toronto | | **(10,120)** | (11,733) |
| Section 37 Funding due from City of Toronto | | **-** | (69,472) |
| | | **1,709,991** | 1,550,914 |
| Administration expenses over approved budget | | **$ (48,260)** | $ - |

### 5. Funds provided by the City of Toronto – Administration (continued)

The over expenditure of $48,260 (2023 - $Nil) is recorded in due from City of Toronto.

Due (to) from City of Toronto balance is comprised of:

| | 2024 | 2023 |
|---|---|---|
| 2022 surplus payable | $ (99) | $ (99) |
| Vacation payable | 17,452 | 17,452 |
| 2024 deficit receivable | 48,260 | - |
| | $ 65,613 | $ 17,353 |

### 6. Post-employment benefits payable and long-term amount due from /to the City of Toronto

The Centre participates in a number of defined benefit plans provided by the City including pension, other retirement and post-employment benefits to its employees. Under the sick leave plan for management staff with ten years of service as of April 1, 2003, unused sick leave accumulated until March 1, 2008 and eligible employees may be entitled to a cash payment upon leaving the Centre's employment. The liability for these accumulated days represents the extent to which they have vested and could be taken in cash by the employee upon termination, retirement or death.

The Centre also provides health, dental, life insurance, accidental death and long-term disability benefits to eligible employees. Depending upon the length of service and an individual's election, management retirees are covered either by the former City of Toronto retirement benefit plan or by the current retirement benefit plan.

Due to the complexities in valuing the benefit plans, actuarial valuations are conducted on a periodic basis. The most recent actuarial valuation was completed as at December 31, 2024. Assumptions used to project the accrued benefit obligation were as follows:

- long-term inflation rate - 2.0%
- assumed health care cost trends - range from 3.0% to 6.0%
- rate of compensation increase - 3.0%
- discount rates - post-retirement 4.3%, post-employment 3.8%, sick leave 4.1%

### 6. Post-employment benefits payable and long-term amount due from /to the City of Toronto (continued)

Information about the Centre's employment benefits, other than the multi-employer, defined benefit pension plan noted below, is as follows:

| | 2024 | 2023 |
|---|---|---|
| Post retirement benefits | **$ 202,512** | $ 268,482 |
| Post employment income benefits | **289,256** | 271,505 |
| Continuation of benefits to disabled employees | **119,924** | 127,533 |
| | **611,692** | 667,520 |
| Add: Unamortized actuarial gain | **146,601** | 80,653 |
| Employee benefit liability | **$ 758,293** | $ 748,173 |

| The continuity of the accrued benefit obligation is as follows: | 2024 | 2023 |
|---|---|---|
| Balance, beginning of year | **$ 748,173** | $ 736,440 |
| Current service cost | **7,712** | 6,832 |
| Interest cost | **25,488** | 28,272 |
| Amortization of actuarial gain | **42,584** | 41,302 |
| Benefits paid | **(65,664)** | (64,673) |
| Balance, end of year | **$ 758,293** | $ 748,173 |

A long-term receivable from the city of $758,293 (2023 - $748,173) has resulted from the recording of post-retirement benefits, post employment income benefits and continuation of benefits to disabled employees. Funding for these costs continues to be provided by the City as benefit costs are paid and the City continues to be responsible for the benefit liabilities of administrative staff that may be incurred by the Centre.

The Centre also makes contributions to the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of most of its eligible employees. The OMERS plan (the "Plan") is a defined benefit 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. Employer contributions to this pension plan amounted to $93,458 in 2024 (2023 - $96,302).

The most recent actuarial valuation of the Plan as at December 31, 2024 indicates the Plan is in a deficit position and the Plan's December 31, 2024 financial statements indicate a net deficit of $4,319 million (a deficit of $2,913 million plus adjustment of $1,406 million of unrecognized investment returns above or below the discount rate that is being smoothed and recognized over a five-year period). The Plan's management is monitoring the adequacy of the contributions to ensure that future contributions together with the Plan's assets and future investment earnings will be sufficient to provide for all future benefits. At this time, the Centre's contributions accounted for an insignificant portion of the Plan's total employer contributions. Additional contributions, if any, required to address the Centre's proportionate share of the deficit will be expensed during the period incurred.

### 7. Tangible capital assets

| | | | **2024** | 2023 |
|---|---|---|---|---|
| | Cost | Accumulated Amortization | **Net Book Value** | Net Book Value |
| Administration - furniture fixtures and equipment | $ 241,880 | $ 211,620 | **$ 30,260** | $ 3,565 |
| Program - furniture fixtures and equipment | 108,123 | 108,123 | **-** | - |
| | $ 350,003 | $ 319,743 | **$ 30,260** | $ 3,565 |

### 8. Deferred contributions

| | **2024** | 2023 |
|---|---|---|
| Balance, beginning of year | **$ 91,423** | $ 100,963 |
| Contributions received | **27,561** | 91,423 |
| Amounts recognized as revenue | **(91,423)** | (100,963) |
| Balance, end of year | **$ 27,561** | $ 91,423 |

### 9. Related party balances

The Centre has significant influence over the Waterfront Neighbourhood Centre Charitable Fund (WNCCF), a charitable organization incorporated without share capital and registered as a charity under the Income Tax Act. WNCCF's purpose is to receive and maintain funds, and apply all or part of the principal and/or revenue therefrom to the Centre from time to time. WNCCF operates to assist the Centre in achieving its mandates in providing services to the Waterfront West community.

WNCCF solicits funds in the name of the Centre, as outlined in the Memorandum of Understanding between the Centre and WNCCF dated May 26, 2020. The Centre provides on-going administrative support to WNCCF at no cost.

At December 31, 2024, $18,500 (2023 - $Nil) was owed by WNCCF to the Centre for purchases made by the Centre and donations collected on behalf of WNCCF.

## 10. Deferred capital contributions

| | 2024 | 2023 |
|---|---|---|
| Balance, beginning of year | **$ 403,565** | $ 413,338 |
| Add: Contributions received | **38,482** | - |
| Amortization of deferred capital contributions | **(11,787)** | (9,773) |
| Balance, end of year | **$ 430,260** | $ 403,565 |

Deferred capital contribution balance at the end of the year represents unspent contributions for capital purposes.

## 11. Internally restricted - program fund reserves

| | 2024 | 2023 |
|---|---|---|
| Mission and Strategic Priority Reserve | | |
| Children and Youth Reserve | **$ 117,248** | $ 117,248 |
| Replacement of Equipment | **19,193** | 19,193 |
| Special Project - Community Development | **118,358** | 118,358 |
| Special Project - Summer Program | **35,000** | 35,000 |
| Special Project - Capital Equipment | **51,635** | 51,635 |
| Special Project - Program Financial Subsidy | **36,936** | 36,936 |
| | **$ 378,370** | $ 378,370 |

The Mission and Strategic Priority Reserve represents funds set aside by the Board for future special projects relating to children and youth or special project initiatives, identified through strategic planning processes and for expenditures required to maintain the Centre's facility and/or for purchases of capital items not funded through other sources. Internally restricted net assets are not available for other purchases without approval of the Board.

## 12. Unrestricted funds - program administrative fund

The unrestricted fund represents funds to be used by the Centre for future program administration, to meet legal and financial obligations in the event of future funding shortfalls and uncertainties and/or in the event of an emergency shutdown of the Centre's operations or for other administrative liabilities. These funds will equal no less than one month of operating expenses and no greater than three months based on the current year's budgeted expenses.

## 13. Financial instruments

The Centre is exposed to and manages various financial risks resulting from operations. Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The Centre's main financial risk exposures and its financial risk management policies are as follows:

### Credit risk

The Centre is exposed to credit risk resulting from the possibility that parties may default on their financial obligations. The Centre's maximum exposure to credit risk represents the sum of the carrying value of its cash, investments and accounts receivable. The Centre's cash and short-term investments are with a Canadian chartered bank and as a result management believes the risk of loss on this item to be remote. Management believes that the Centre's credit risk with respect to accounts receivable is limited. The organization manages its credit risk by reviewing accounts receivable aging and following up on outstanding amounts.

### Liquidity risk

Liquidity risk refers to the adverse consequence that the Centre will encounter difficulty in meeting obligations associated with financial liabilities, which are comprised of accounts payable and accrued liabilities. The Centre manages liquidity risk by monitoring its cash flow requirements on a regular basis. The Centre believes its overall liquidity risk to be minimal as the Centre's financial assets are considered to be highly liquid.

### 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 is comprised of currency risk, interest risk and other price risk.

*Currency risk*

Currency risk refers to the risk that the fair value of instruments or future cash flows associated with the instruments will fluctuate relative to the Canadian dollar due to changes in foreign exchange rates. The Centre's financial instruments are all denominated in Canadian dollars and the Centre transacts primarily in Canadian dollars. As a result, management does not believe it is exposed to significant currency 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 Centre's cash and short-term investments earn interest at prevailing market rates and the interest rate exposure related to these financial instruments is negligible.

## 13. Financial instruments (continued)

### Market risk (continued)

*Other price risk*

Other price risk is the risk that the fair value of financial instruments or future cash flows associated with financial instruments will fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk), whether these changes are caused by factors specific to the individual instrument or its issuer or factors affecting all similar instruments traded in the market. Management does not believe the Centre is exposed to significant other price risk.

*Changes in risk*

There have been no significant changes in the Centre's risk exposures from the prior year.

Doane Grant Thornton LLP
11th Floor
200 King Street West, Box 11
Toronto, ON
M5H 3T4

T +1 416 366 0100
F +1 416 360 4949

May 27, 2025

Management and the Board of Directors
Waterfront Neighbourhood Centre
707 Dundas St W.
Toronto, ON M5T 2W6

In connection with our audit of the financial statements of Waterfront Neighbourhood Centre (the "Centre") as of December 31, 2024 and for the year then ended, we considered internal control over financial reporting ("internal control") as a basis for designing appropriate audit procedures. The purpose of our audit was to express an opinion on the financial statements, not to identify internal control matters. Therefore, we express no opinion on the effectiveness of internal control and it would be inappropriate to conclude that no internal control matters, including significant control deficiencies, exist beyond those included in this communication.

A deficiency in internal control exists where the design, implementation, operation or absence of a control means that internal controls are unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis. The Canadian Auditing Standards require that, where we identify internal control deficiencies during an audit, we assess their importance and severity and communicate them to management and those charged with governance, as appropriate. Deficiencies that are of sufficient importance to merit the attention of those charged with governance are described as "significant deficiencies".

## Significant control deficiencies

### Segregation of duties

In common with other organizations with a small accounting team, we noted an issue surrounding segregation of duties. Whereby the Manager of Financial Operations is able to post and approve their own entries. In addition, initial journal entries are not reviewed by another party after they have been posted however a review is done for any reclassifications or corrections. We recognize that the Board of Management meet frequently to review financial results and any significant or unusual item will be identified and investigated.

As the achievement of high degree of segregation of duties may not be practical for organizations with a small accounting team, we remind the Board of Management that ongoing involvement and review of budgets and interim financial information is important to the control environment.

*Management Response*

Management believes that the current controls in place are sufficient given the size and complexity of the entity. The Finance Committee meet monthly to discuss financial results and the Treasurer specifically reviews the financial results and asks necessary questions during the meeting. The Manager of Financial Operations attend Board meetings quarterly to present the financial reports and answers questions from the Board if any irregularities or issues are noticed.

## Conclusion

The matters reported in this communication are limited to those deficiencies we identified during the audit that we considered to be of sufficient importance to communicate to management and, in the case of significant deficiencies, those charged with governance. Had we performed more extensive procedures on internal control, including procedures subsequent to May 27, 2025, we might have identified more deficiencies or reached different conclusions about the deficiencies included in this communication.

This communication is intended solely for the information and use of management, those charged with governance, and others within the Centre and is not intended to be and should not be used by anyone other than these specified parties.

Yours sincerely,

Doane Grant Thornton LLP

Doane Grant Thornton LLP

David Fioretti, CPA, CA
Principal

1