

THE CORPORATION OF THE  
LEEDS, GRENVILLE AND LANARK  
DISTRICT HEALTH UNIT

FINANCIAL STATEMENTS

DECEMBER 31, 2006

CONTENTS

AUDITOR'S REPORT

FINANCIAL STATEMENTS

BALANCE SHEET	2
STATEMENT OF OPERATIONS - PUBLIC HEALTH PROGRAMS	3
STATEMENT OF OPERATIONS - LAND CONTROL PROGRAM	4
STATEMENT OF OPERATIONS - HEALTHY BABIES, HEART HEALTH (HEALTHY COMMUNITIES) PROGRAMS	5
STATEMENT OF OPERATIONS - EARLY CHILD DEVELOPMENT PROGRAMS	6
STATEMENT OF OPERATIONS - INFECTION CONTROL	7
STATEMENT OF OPERATIONS - SMOKE FREE ONTARIO	8
STATEMENT OF RESERVE FUNDS	9
SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES	10
NOTES TO FINANCIAL STATEMENTS	11
SCHEDULE 1 - OTHER REVENUE	13

# **BRENT J. BURNS, CHARTERED ACCOUNTANT**

92 STONE STREET NORTH  
GANANOQUE, ONTARIO K7G 1Y2  
TELEPHONE: (613) 382-4731  
TELEFAX: (613) 382-4350

MAIN STREET  
ELGIN, ONTARIO K0G 1E0  
TELEPHONE: (613) 359-6615

---

## AUDITOR'S REPORT

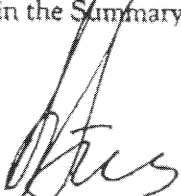
To the Chairman and Members,

### **THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT**

I have audited the Balance Sheet of THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT as at December 31, 2006 and the Statements Of Operations - Public Health Programs, Operations - Land Control Program, Operations - Healthy Babies, Heart Health (Healthy Communities) Programs, Operations - Early Child Development Programs, Operations - Infection Control, Operations - Smoke Free Ontario and Reserve Funds for the year then ended. These financial statements are the responsibility of the Health Unit's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Public Health Programs, Land Control Program, Healthy Babies, Heart Health (Healthy Communities) Programs, Early Child Development Programs, Infection Control and Smoke Free Ontario and Reserve Funds of The Corporation Of The Leeds, Grenville And Lanark District Health Unit as at December 31, 2006 and the results of its operations for the year then ended in accordance with the accounting principles disclosed in the Summary of Significant Accounting Policies.



*Brent J. Burns, Chartered Accountant, Licensed Public Accountant*

Gananoque, Canada  
March 8, 2007

# THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT

PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE FREE ONTARIO

BALANCE SHEET

AS AT DECEMBER 31, 2006

	2006	2005
<b>ASSETS</b>		
<b>UNRESTRICTED</b>		
Cash	\$ 1,377,118	\$ 1,389,232
Accounts receivable	90,588	13,920
Receivable from Ontario Works program - Lanark	8,258	-
Receivable from Ontario Works program - Leeds and Grenville	18,000	-
Receivable from MOHLTC - Flu grants	-	57,435
Receivable from MOHLTC - Heart Health (Healthy Communities) Programs	5,034	11,177
Receivable from MOHLTC - Mentorship Program	1,567	-
Prepaid expenses	68,544	64,589
	<u>1,569,109</u>	<u>1,536,353</u>
<b>RESTRICTED</b>		
Guaranteed investment certificate	5,441	6,667
Money market investments (note 1)	483,364	444,157
	<u>488,805</u>	<u>450,824</u>
	<u>\$ 2,057,914</u>	<u>\$ 1,987,177</u>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 577,119	\$ 701,773
Payable to MCYS - Healthy Babies - Operations	35,511	30,651
Payable to MOHLTC - Smoke Free Ontario	106,991	72,890
Payable to MCYS - Language Express	92,552	33,456
Payable to MCYS - Early Child Development Programs	3,732	10,718
Payable to Ontario Works program - Leeds/Grenville	-	44,326
Payable to Ontario Works program - Lanark	-	353
Payable to MOHLTC - Infection Control	43,997	20,791
Payable to Cancer Care Ontario - Fecal Occult Blood Testing	20	21
Payable to the Language Express Program	58,527	61,092
Payable to MOHLTC - Public Health Programs	216,630	161,886
Payable to MOHLTC - Mentorship Program	-	4,625
Payable to the FOCUS Program	-	14,188
Deferred revenue	42,306	56,558
	<u>1,177,385</u>	<u>1,213,328</u>
<b>RESERVE FUNDS</b>		
Payment of sick leave credits	4,047	5,433
General reserve	483,364	444,157
	<u>487,411</u>	<u>449,590</u>
<b>MUNICIPAL SURPLUS (note 2)</b>	<u>275,790</u>	<u>167,582</u>
<b>SURPLUS - LAND CONTROL PROGRAM</b>	<u>117,328</u>	<u>156,677</u>
	<u>\$ 2,057,914</u>	<u>\$ 1,987,177</u>

On behalf of the Board:

On behalf of the Board:

Member

Member

**THE CORPORATION OF THE LEEDS, GRENVILLE AND  
LANARK DISTRICT HEALTH UNIT**

**PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY  
COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE  
FREE ONTARIO**

**STATEMENT OF OPERATIONS - PUBLIC HEALTH PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2006**

	2006	2005
<b>REVENUE</b>		
Municipal		
United Counties	\$ 1,087,722	\$ 1,272,114
Lanark	873,585	1,021,676
Brockville	338,628	396,032
Smiths Falls	146,911	171,816
Gananoque	83,180	97,281
Prescott	63,504	74,276
	<u>2,593,530</u>	<u>3,033,195</u>
MOHLTC	4,634,855	3,602,255
MOHLTC - Flu Campaign	57,840	60,740
MOHLTC - West Nile Virus - cost shared	30,609	18,208
MOHLTC - West Nile Virus - 100% funded	-	22,183
MOHLTC - IPHIS Implementation	-	42,338
MOHLTC - Meningococcal	39,522	20,920
MOHLTC - one time funding	182,650	140,250
Language Express - allocated costs	6,500	10,596
Land Control - allocated costs	61,777	57,494
Healthy Babies management costs	53,271	50,469
FOCUS - allocated costs	3,547	3,548
Infection Control - allocated costs	3,930	-
Other revenue (schedule 1)	384,090	356,847
Transfer from/(to) municipal reserve	1,509	22,967
	<u>8,053,630</u>	<u>7,442,010</u>
<b>EXPENSE</b>		
Salaries and wages	4,969,102	4,686,896
Benefits	953,520	864,346
Travel	169,897	181,392
Occupancy	260,849	227,130
Telephone	84,864	113,521
Materials and supplies	123,513	161,858
Office supplies/postage	72,227	43,731
Professional development/recognition	86,326	69,593
Office equipment maintenance and rental	22,548	21,368
Professional fees	60,218	109,391
Physicians/Dentists	140,823	143,386
Bank charges	6,659	6,191
Insurance	72,291	65,635
Honorariums	10,620	12,272
Computer/Internet services	122,899	109,766
Marketing/advertising	44,106	59,337
Other	106,222	69,467
Flu campaign costs	57,840	72,579
West Nile Virus costs - cost shared	42,902	18,158
West Nile Virus costs - 100% funded	-	18,126
IPHIS Implementation	1,506	25,252
Meningococcal costs	39,522	49,284
Non-recurring expenses	286,658	97,280
	<u>7,735,112</u>	<u>7,225,959</u>
<b>PUBLIC HEALTH SURPLUS FOR THE YEAR</b>	<u>\$ 318,518</u>	<u>\$ 216,051</u>

# THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT

PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY  
COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE  
FREE ONTARIO

STATEMENT OF OPERATIONS - LAND CONTROL PROGRAM  
FOR THE YEAR ENDED DECEMBER 31, 2006

	2006	2005
<b>REVENUE</b>		
Sewage inspection fees and extensions	\$ 297,455	\$ 291,011
Subdivision and variances	26,600	10,000
Severance fees and s-permits	102,895	108,868
Interest	4,302	3,685
Miscellaneous	3,257	375
File search fees	24,800	22,875
	<u>459,309</u>	<u>436,814</u>
<b>EXPENSE</b>		
Salaries and wages	268,879	259,777
Employee benefits	53,251	49,643
Fees for service	16,261	20,994
Travel	40,053	39,557
Materials and supplies	10,916	32,335
Rent	4,007	4,007
Administrative	14,394	18,787
Allocated costs from public health programs	61,777	57,494
Non-recurring expenses	29,120	10,080
	<u>498,658</u>	<u>492,674</u>
<b>DEFICIENCY OF REVENUE OVER EXPENSES FOR THE YEAR</b>	<b>(39,349)</b>	<b>(55,860)</b>
<b>SURPLUS, BEGINNING OF YEAR</b>	<u>156,677</u>	<u>212,537</u>
<b>SURPLUS, END OF YEAR</b>	<u>\$ 117,328</u>	<u>\$ 156,677</u>

# THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT

PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE FREE ONTARIO

STATEMENT OF OPERATIONS - HEALTHY BABIES, HEART HEALTH (HEALTHY COMMUNITIES) PROGRAMS

FOR THE YEAR ENDED DECEMBER 31, 2006

## HEALTHY BABIES PROGRAM

	2006	2005
<b>REVENUE</b>		
Grant - MCYS	\$ 1,038,184	\$ 948,674
Miscellaneous revenue	5,070	1,757
	<u>1,043,254</u>	<u>950,431</u>
<b>EXPENSE</b>		
Salaries and wages	630,204	556,452
Employee benefits	113,186	95,097
Lay Home Visitors	171,139	204,054
Travel	21,238	17,087
Program supplies	2,753	4,874
Administrative	32,235	36,744
Staff development	3,313	5,478
Non-recurring expenses	33,675	-
	<u>1,007,743</u>	<u>919,786</u>
<b>EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR</b>	35,511	30,645
<b>SURPLUS, BEGINNING OF YEAR</b>	30,651	24,978
<b>IN YEAR RECOVERY</b>	<u>(30,651)</u>	<u>(24,972)</u>
<b>SURPLUS, END OF YEAR</b>	<u>\$ 35,511</u>	<u>\$ 30,651</u>

## HEART HEALTH (HEALTHY COMMUNITIES) PROGRAM

	2006	2005
<b>REVENUE</b>		
Grant - MOHLTC	\$ 83,300	\$ 99,624
Miscellaneous revenue	(140)	531
	<u>83,160</u>	<u>100,155</u>
<b>EXPENSE</b>		
Project supplies	25,289	375
Services	43,264	98,712
Office supplies	192	362
Communication	708	242
Non-recurring expenses	12,100	-
	<u>81,553</u>	<u>99,691</u>
<b>EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR</b>	1,607	464
<b>DEFICIT, BEGINNING OF YEAR</b>	(11,177)	(3,858)
<b>IN YEAR RECOVERY</b>	<u>4,536</u>	<u>(7,783)</u>
<b>DEFICIT, END OF YEAR</b>	<u>\$ (5,034)</u>	<u>\$ (11,177)</u>

# THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT

PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE FREE ONTARIO

STATEMENT OF OPERATIONS - EARLY CHILD DEVELOPMENT PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2006

## INJURY AND FAMILY ABUSE PREVENTION INITIATIVE

	2006	2005
<b>REVENUE</b>		
Grant - MCYS	\$ 189,075	\$ 189,075
Interest	-	973
Miscellaneous	2,837	1,239
	<u>191,912</u>	<u>191,287</u>
<b>EXPENSE</b>		
Salaries and wages	89,575	94,958
Employee benefits	16,793	19,399
Travel	7,037	5,220
Program and office supplies	51,670	40,497
Audit	220	206
Staff and public education	22,997	30,460
	<u>188,292</u>	<u>190,740</u>
EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR	3,620	547
SURPLUS, BEGINNING OF YEAR	547	655
IN YEAR RECOVERY	<u>(547)</u>	<u>(655)</u>
SURPLUS, END OF YEAR	<u>\$ 3,620</u>	<u>\$ 547</u>

## HEALTHY PREGNANCY AND CHILD DEVELOPMENT INITIATIVE

	2006	2005
<b>REVENUE</b>		
Grant - MCYS	\$ 85,843	\$ 85,843
Interest	-	632
Miscellaneous	1,189	9
	<u>87,032</u>	<u>86,484</u>
<b>EXPENSE</b>		
Salaries and wages	30,260	30,531
Employee benefits	6,326	6,522
Travel	2,752	2,243
Program and office supplies	33,115	33,436
Audit	166	155
Staff and public education	14,301	11,657
	<u>86,920</u>	<u>84,544</u>
EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR	112	1,940
SURPLUS, BEGINNING OF YEAR	1,940	545
IN YEAR RECOVERY	<u>(1,940)</u>	<u>(545)</u>
SURPLUS, END OF YEAR	<u>\$ 112</u>	<u>\$ 1,940</u>

# THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT

PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE FREE ONTARIO

STATEMENT OF OPERATIONS - INFECTION CONTROL  
FOR THE YEAR ENDED DECEMBER 31, 2006

INFECTION CONTROL	2006	2005
<b>REVENUE</b>		
Grant - MOHLTC	\$ 238,613	\$ 323,640
Miscellaneous	1,227	1,260
	<u>239,840</u>	<u>324,900</u>
<b>EXPENSE</b>		
Salaries and wages	133,618	141,842
Employee benefits	26,934	26,543
Travel	3,632	3,970
Program and office supplies	17,693	30,455
Audit	536	515
Staff and public education	13,430	9,331
	<u>195,843</u>	<u>212,656</u>
<b>EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR</b>	43,997	112,244
<b>SURPLUS, BEGINNING OF YEAR</b>	20,832	18,735
<b>IN YEAR RECOVERY</b>	<u>(20,832)</u>	<u>(110,147)</u>
<b>SURPLUS, END OF YEAR</b>	<u>\$ 43,997</u>	<u>\$ 20,832</u>

HEPATITIS A	2006	2005
<b>REVENUE</b>		
Grant	\$ -	\$ -
<b>EXPENSE</b>		
Public education	-	-
<b>EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR</b>	-	-
<b>(DEFICIT) SURPLUS, BEGINNING OF YEAR</b>	(41)	20
<b>IN YEAR RECOVERY</b>	<u>-</u>	<u>(61)</u>
<b>DEFICIT, END OF YEAR</b>	<u>\$ (41)</u>	<u>\$ (41)</u>

# THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT

PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY  
COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE  
FREE ONTARIO

STATEMENT OF OPERATIONS - SMOKE FREE ONTARIO  
FOR THE YEAR ENDED DECEMBER 31, 2006

SMOKE FREE ONTARIO	2006	2005
<b>REVENUE</b>		
Local capacity building grant - MOHLTC	\$ 302,575	\$ 133,000
High school grant	18,000	5,000
Interest	18	3
	<u>320,593</u>	<u>138,003</u>
<b>EXPENSE</b>	133,767	27,947
Salaries and wages	22,808	5,133
Benefits	693	245
Audit and legal	25,523	16,908
Program materials and supplies	9,558	297
Travel	4,807	4,889
Surveillance costs	6,000	2,000
High school grants	10,449	7,694
Staff and public education	<u>213,605</u>	<u>65,113</u>
<b>EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR</b>	106,988	72,890
<b>SURPLUS, BEGINNING OF YEAR</b>	72,890	-
<b>IN YEAR RECOVERY</b>	<u>(72,887)</u>	<u>-</u>
<b>SURPLUS, END OF YEAR</b>	<u>\$ 106,991</u>	<u>\$ 72,890</u>

# THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT

PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY  
COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE  
FREE ONTARIO

STATEMENT OF RESERVE FUNDS

FOR THE YEAR ENDED DECEMBER 31, 2006

	RESERVE FUND PAYMENT OF SICK LEAVE CREDITS		GENERAL RESERVE	TOTAL	TOTAL
				2006	2005
REVENUE					
Interest	\$	91	\$ -	\$ 91	\$ 64
Income from investments		-	39,207	39,207	34,309
		<u>91</u>	<u>39,207</u>	<u>39,298</u>	<u>34,373</u>
EXPENSES					
Transfer to operating fund		<u>(1,477)</u>		<u>(1,477)</u>	<u>(22,934)</u>
EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR		(1,386)	39,207	37,821	11,439
RESERVE FUNDS, BEGINNING OF YEAR		<u>5,433</u>	<u>444,157</u>	<u>449,590</u>	<u>438,151</u>
RESERVE FUND, END OF YEAR	\$	<u>4,047</u>	<u>483,364</u>	<u>487,411</u>	<u>449,590</u>

---

# THE CORPORATION OF THE LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT

PUBLIC HEALTH, LAND CONTROL, HEALTHY BABIES, HEART HEALTH (HEALTHY COMMUNITIES), EARLY CHILD DEVELOPMENT, INFECTION CONTROL PROGRAMS AND SMOKE FREE ONTARIO

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
DECEMBER 31, 2006

---

## NATURE OF BUSINESS

The Health Unit is incorporated under the laws of Ontario. Its mission is to work with the community to protect, promote and enhance health by determining issues, and developing and providing quality preventative health programs and services.

## BASIS OF PRESENTATION

The Corporation of Leeds, Grenville and Lanark District Health Unit operates the following programs:

Fiscal years ending December 31:

- Public Health Programs
- Land Control Program
- Healthy Babies Program
- Heart Health (Healthy Communities) Program
- Early Child Development Programs
- Infection Control
- Smoke Free Ontario

Fiscal years ending March 31 (100% Ministry of Health funded):

- Language Express Program
- FOCUS Program

These financial statements present the financial position and results of operations of the Public Health, Land Control, Healthy Babies, Heart Health (Healthy Communities), Early Child Development Programs, Infection Control and Smoke Free Ontario only.

## MANAGEMENT RESPONSIBILITY

These financial statements are the representation of management prepared in accordance with accounting policies discussed below. Since precise determination of many assets and liabilities is dependent upon future events, the presentation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

## CAPITAL ASSETS

Capital assets are reported as an expenditure on the Statement Of Operations.

## ACCRUAL ACCOUNTING

Revenues and expenditures are reported on the accrual basis of accounting.

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

