



## Financial Statements

Bereavement Authority of Ontario

March 31, 2023

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To the Members of  
Bereavement Authority of Ontario

### **Opinion**

We have audited the financial statements of Bereavement Authority of Ontario (the "Organization"), which comprise the statement of financial position as at March 31, 2023, 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 March 31, 2023, 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 (ASNPO).

### **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 ASNPO, 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.

## Independent Auditor's Report (continued)

- ♦ 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.

*Grant Thornton LLP*

Toronto, Canada  
June 21, 2023

Chartered Professional Accountants  
Licensed Public Accountants

# Bereavement Authority of Ontario

## Statement of Operations

Year ended March 31

2023

2022

### Revenues

Funeral - operator license fees	\$ 2,465,220	\$ 2,044,195
Cemetery - operator license fees	2,356,661	1,733,178
Funeral - personal license fees	575,295	659,409
Cemetery - individual license fees	129,092	65,121
Interest income	98,840	16,990
Funeral - exam fees	43,840	46,800
Amortization of deferred capital contribution (Note 8)	32,959	34,390
	<u>5,701,907</u>	<u>4,600,083</u>

### Expenditures

Salaries and wages	4,177,191	3,630,499
Operations	345,146	366,280
Legal fees	336,925	184,087
Occupancy costs	290,324	295,757
Information technology	244,862	233,976
Ministry oversight fee	215,185	180,000
Consulting fees	173,399	564,311
Director's remuneration	136,360	96,897
Office and general	118,125	67,639
Amortization of capital assets	88,137	82,974
Insurance	67,023	56,243
Interest and bank charges	56,598	49,679
Professional fees	29,331	23,626
Amortization of intangible assets	17,600	17,600
	<u>6,296,206</u>	<u>5,849,568</u>

Deficiency of revenues over expenditures before other expenditures

(594,299) (1,249,485)

### Other expenditures

Return of grant revenue to MGCS	<u>-</u>	<u>148,066</u>
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Deficiency of revenues over expenditures

\$ (594,299) \$ (1,397,551)



# Bereavement Authority of Ontario

## Statement of Financial Position

Year ended March 31

2023

2022

### Assets

#### Current

Cash	\$ 1,210,495	\$ 260,144
Short-term investments (Note 3)	4,139,633	6,093,632
Accounts receivable (Note 4)	62,995	143,566
Prepaid expenses	87,207	83,017
	<u>5,500,330</u>	<u>6,580,359</u>

Capital assets (Note 5)

185,964 262,444

Intangible assets (Note 6)

905,044 105,837

1,091,008 368,281

\$ 6,591,338 \$ 6,948,640

### Liabilities

#### Current

Accounts payable and accrued liabilities	\$ 906,034	\$ 774,384
Deferred revenues (Note 7)	571,043	425,948
	<u>1,477,077</u>	<u>1,200,332</u>

Rent inducement

27,005 33,794

Deferred contributions - capital assets (Note 8)

72,848 105,807

99,853 139,601

1,576,930 1,339,933

### Net assets

Unrestricted net assets	1,856,615	3,252,601
Internally restricted net assets (Note 9)	2,139,633	2,093,632
Invested in capital assets (Note 10)	1,018,160	262,474
	<u>5,014,408</u>	<u>5,608,707</u>
	<u>\$ 6,591,338</u>	<u>\$ 6,948,640</u>

On behalf of the board

Glenda Brindle

Director

Michael Marco

Director

## Bereavement Authority of Ontario

### Statement of Changes In Net Assets

Year ended March 31	Unrestricted net assets 2023	Internally restricted net assets 2023	Invested in capital assets 2023	March 31 2023	March 31 2022
Balance, beginning of year	\$ 3,252,601	\$ 2,093,632	\$ 262,474	\$ 5,608,707	\$ 7,006,258
Deficiency of revenues over expenditures	(567,522)	46,001	(72,778)	(594,299)	(1,397,551)
Purchase of capital and intangible assets	(828,464)	-	828,464	-	-
Balance, ending of year	<u>\$ 1,856,615</u>	<u>\$ 2,139,633</u>	<u>\$ 1,018,160</u>	<u>\$ 5,014,408</u>	<u>\$ 5,608,707</u>

# **Bereavement Authority of Ontario**

## **Statement of Cash Flows**

Year ended March 31

**2023**

**2022**

### **Operating**

(Deficiency) excess of revenues over expenditures \$ **(594,299)** \$ (1,397,551)

Items not affecting cash:

Amortization of capital assets **88,137** 82,974

Amortization of intangible assets **17,600** 17,600

Amortization of deferred capital contribution **(32,959)** (34,390)

**(521,521)** (1,331,367)

Change in non-cash working capital items

Accounts receivable **80,571** (126,932)

Prepaid expenses **(4,190)** (15,819)

Accounts payable and accrued liabilities **131,650** 568,370

Deferred revenues **145,095** (52,664)

Rent inducement **(6,789)** (6,789)

Cash flow used by operating activities **(175,184)** (965,201)

### **Investing**

Purchase of capital assets **(11,657)** (114,851)

Proceed from the sale of short-term investments **1,953,999** 742,147

Purchase of intangible assets **(816,807)** -

Cash flow from investing activities **1,125,535** 627,296

Increase (Decrease) in cash **950,351** (337,905)

Cash, beginning of year **260,144** 598,049

Cash, end of year **\$ 1,210,495** \$ 260,144



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# Bereavement Authority of Ontario

## Notes to the Financial Statements

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Year ended March 31, 2023

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### 1. Purpose of the organization

Bereavement Authority of Ontario (the "Organization") was established to administer the Funeral, Burial and Cremation Services Act, 2002 and regulations made pursuant to it and any other legislation and regulations as may be designated and delegated to the Organization under the Safety and Consumer Statutes Administration Act, 1996 as amended from time to time and any other legislation or regulations under which responsibilities are designated to the Organization in the future. The Organization is the single regulator for the bereavement sector, in charge of licensing and enforcement functions of the industry.

The Organization was incorporated under the laws of the Province of Ontario on July 24, 2014. It is a corporation without share capital and is carried on without the purpose of gain for its licensees, and any profits or other accretions to the corporation shall be used in promoting its objects, and as such, is exempt from income tax.

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### 2. Summary of significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. Outlined below are those policies considered particularly significant by the Organization.

#### Use of estimates

Management reviews the carrying amounts of items in the financial statements at each reporting date to assess the need for revision or any possibility of impairment. Many items in the preparation of these financial statements require management's best estimate. Management determines these estimates based on assumptions that reflect the most probable set of economic conditions and planned courses of action. These estimates are reviewed periodically, and adjustments are made to deficiency of revenues over expenditures as appropriate in the year they become known.

Items subject to significant management estimates include the useful life and impairment of capital and intangible assets, accruals and deferral of revenues.

#### Capital assets

Capital assets are stated at cost less accumulated amortization and are amortized over their estimated useful lives at the following rates and methods:

	<u>Method</u>	<u>Rates</u>
Leasehold improvements	Straight-line	Term of lease
Furniture and fixtures	Declining balance	20%
Computer equipment	Declining balance	45%

The Organization regularly reviews its capital assets to eliminate obsolete items and fully amortize items no longer in service.

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# **Bereavement Authority of Ontario**

## **Notes to the Financial Statements**

Year ended March 31, 2023

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### **2. Summary of significant accounting policies (continued)**

#### **Intangible assets**

The intangible asset is the capitalized development cost of a database system. Its stated at cost less accumulated amortization. Amortization is provided on a straight-line basis over 10 years which represents the estimated useful life of the intangible asset. The amortization method and the estimate of the useful life of the asset is reviewed annually.

#### **Impairment of long-lived assets**

The Organization tests long-lived assets for impairment whenever events or changes in circumstances indicate that their carrying amounts may not be recoverable. An impairment loss is recognized when the carrying amount of the asset exceeds the sum of the undiscounted cash flows resulting from its use and eventual disposition. The impairment loss is measured as the amount by which the carrying amount of the long-lived asset exceeds its fair value.

#### **Financial instruments in arm's length transactions**

The Organization initially measures its financial assets and financial liabilities at fair value except for certain non-arm's length transactions. The Organization subsequently measures all its financial assets and financial liabilities from arm's length transactions at amortized cost.

Financial assets measured at amortized cost represents cash, short-term investments and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in deficiency of revenues over expenditures. When events occurring after the impairment confirm that a reversal is necessary, the reversal is recognized in deficiency of revenues over expenditures up to the amount of the previously recognized impairment.

#### **Financial instruments in related party transactions**

Financial assets and financial liabilities in related party transactions are initially measured at cost, with the exception of certain instruments which are initially measured at fair value. The Organization does not have any financial assets or financial liabilities in related party transactions which are initially measured at fair value.

Gains or losses arising on initial measurement differences are generally recognized in deficiency of revenues over expenditures when the transaction is in the normal course of operations, and in equity when the transaction is not in the normal course of operations, subject to certain exceptions.

Financial assets and financial liabilities recognized in related party transactions are subsequently measured based on how the Organization initially measured the instrument. Financial instruments initially measured at cost are subsequently measured at cost, less any impairment for financial assets. Financial instruments initially measured at fair value, of which the Organization has none, would be subsequently measured at amortized cost or fair value based on certain conditions.



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# **Bereavement Authority of Ontario**

## **Notes to the Financial Statements**

Year ended March 31, 2023

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### **2. Summary of significant accounting policies (continued)**

#### **Revenue recognition**

i) Grant revenue

The Organization follows the deferral method of accounting for grant revenue. Restricted contributions, if any, are recognized in revenue in the year in which the related expenditures are incurred. Unrestricted grant revenue is recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured. Grant revenue is allocated to the purpose to which they relate. If the contributor makes no designation, they are allocated to general purposes. Grants are recognized in the period to which the related project expenses are incurred. Grants are recorded in revenue when the corresponding conditions for receipt of the funds received are met, or the period for which the funds are designated has passed.

Grants received in excess of the amount to be recognized in revenue for the year are recorded as deferred revenue.

ii) Deferred contributions - capital assets

These are contributions for the purchases of capital assets and are deferred and amortized into revenue at rates corresponding with the amortization rates of the related capital assets.

iii) Cemetery and funeral operator licence fees

Cemetery, crematorium, and funeral operators pay an annual operator licence fee, which consist of self-reported activities of the prior year plus a licence renewal fee. The licence fees are charged each fiscal year and are recognized as revenue when the operator submits their renewal application each year and the licence fees to be charged are known. As there is no recourse for the operator to receive a refund of these fees, the revenue is recognized when the renewal application is received, and the amounts are known.

iv) Cemetery sales representative and funeral personal licence fees

Sales representatives of cemeteries or crematorium operators and funeral directors, transfer service sales representatives, and funeral preplanners pay annual licence fees. These fees are recognized proportionately over the fiscal year to which they pertain. Unearned fees received are recorded as deferred revenue.

v) Funeral - exam fees

Examination fees are recognized at the time of registration.

vi) Interest income is recognized on an accrual basis.

vii) Other revenue is recorded when received.

#### **Short-term investments**

Short-term investments comprise of Guaranteed Investment Certificates ("GICs") with maturities of less than 12 months.

#### **Rent inducement**

Rent inducement includes rent free periods provided by the landlord. The rent inducement is deferred and amortized on a straight-line basis over the term of the lease.

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# Bereavement Authority of Ontario

## Notes to the Financial Statements

Year ended March 31, 2023

### 3. Short-term investments

Short-term investments comprise of Guaranteed Investment Certificates ("GICs") of which maturity dates and interest rates are shown as follows:

	<u>2023</u>	<u>2022</u>
Interest at 4.76%, maturing at May 1, 2023	\$ 2,000,000	\$ -
Interest at 4.80%, maturing May 9, 2023 (Note 9)	2,139,633	-
Interest at 0.44%, maturing at April 28, 2022	-	1,000,000
Interest at 0.65%, maturing at May 26, 2022	-	1,000,000
Interest at 0.74%, maturing at June 16, 2022	-	1,000,000
Interest at 1.14%, maturing at July 28, 2022	-	1,000,000
Interest at 1.14%, matured at July 28, 2022 (Note 9)	-	2,093,632
	<u>\$ 4,139,633</u>	<u>\$ 6,093,632</u>

### 4. Accounts receivable

	<u>2023</u>	<u>2022</u>
Cemetery - operator license fees	\$ 25,280	\$ 117,203
Funeral Services Compensation Fund administrative revenue	22,981	15,835
Interest receivable	14,350	3,107
Funeral - personal license fees	284	875
Funeral - operator license fees	100	396
Funeral - exam fees	-	4,750
Cemetery - individual license fees	-	1,400
	<u>\$ 62,995</u>	<u>\$ 143,566</u>

### 5. Capital assets

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>2023 Net Book Value</u>	<u>2022 Net Book Value</u>
Leasehold improvements	\$ 365,957	\$ 282,241	\$ 83,716	\$ 126,300
Furniture and fixtures	165,153	101,690	63,463	75,720
Computer equipment	219,555	180,770	38,785	60,424
	<u>\$ 750,665</u>	<u>\$ 564,701</u>	<u>\$ 185,964</u>	<u>\$ 262,444</u>

# Bereavement Authority of Ontario

## Notes to the Financial Statements

Year ended March 31, 2023

### 6. Intangible assets

	2023	2022
Intangible assets - costs	\$ 993,044	\$ 176,237
Accumulated amortization	(88,000)	(70,400)
	<u>\$ 905,044</u>	<u>\$ 105,837</u>

Included in the Intangible assets balance of 2023 are expenditures of \$816,806 (2022: nil) related to the ongoing CRM project which is not yet complete and therefore these assets are not available for use by the organization and no amortization has been recorded on this asset. Amortization will commence when the project is complete and the asset is ready to use.

### 7. Deferred revenues

	2023	2022
<b>Continuity of deferred revenues:</b>		
Deferred revenues, beginning	\$ 425,948	\$ 478,612
Funeral fees received	3,208,782	2,727,946
Cemetery revenue received	2,506,420	1,834,228
Grant revenue (returned) received	-	(66,135)
	<u>6,141,150</u>	<u>4,974,651</u>
<b>Less: revenues recognized</b>		
Funeral revenue	(3,084,354)	(2,750,404)
Cemetery revenue	(2,485,753)	(1,798,299)
	<u>(5,570,107)</u>	<u>(4,548,703)</u>
Deferred revenues, ending	<u>571,043</u>	<u>425,948</u>
<b>Deferred revenues consists of:</b>		
Deferred license revenue - funeral	502,897	378,469
Deferred license revenue - cemetery	68,146	47,479
	<u>\$ 571,043</u>	<u>\$ 425,948</u>

### 8. Deferred contributions - capital assets

	2023	2022
Balance, beginning of the year	\$ 105,807	\$ 140,197
Amortization of deferred contributions	(32,959)	(34,390)
Balance, end of the year	<u>\$ 72,848</u>	<u>\$ 105,807</u>



# Bereavement Authority of Ontario

## Notes to the Financial Statements

Year ended March 31, 2023

### 9. Internally restricted net assets

During the 2019 fiscal year, the Organization created an operating reserve for maintaining and accumulating funds that are available when needed due to unforeseen operating shortfalls.

An initial reserve of \$2,000,000 was established. On April 11, 2018, the Board approved the reserve effective immediately upon transfer funds. Interest earned on the initial reserve is identified as in-reserve status and therefore not available for unrestricted purposes.

### 10. Invested in capital assets

a) Net assets invested in capital assets, which represents internally financed capital assets, are calculated as follows:

	<u>2023</u>	<u>2022</u>
Capital assets	\$ 185,964	\$ 262,444
Intangible assets	905,044	105,837
Less: unamortized deferred contribution - capital assets	<u>(72,848)</u>	<u>(105,807)</u>
	<u>1,018,160</u>	<u>262,474</u>

b) The net change in net assets invested in capital assets is calculated as follows:

Amortization of deferred capital contribution	32,959	34,390
Less: Amortization of intangible assets	(17,600)	(17,600)
Less: Amortization of capital assets	(88,137)	(82,974)
Add: Purchase of capital assets	11,657	114,851
Add: Purchase of intangible assets	<u>816,807</u>	<u>-</u>
	<u>\$ 755,686</u>	<u>\$ 48,667</u>

### 11. Related party transactions

The Compensation Fund was established November 1, 1990 under the Funeral Directors and Establishments Act (Ontario) (FDEA) to compensate consumers whose prepayment funds have been misappropriated. The compensation fund continued under Regulation 468 of the Revised Regulations of Ontario, 1990 made under the Funeral Directors and Establishments Act, as that regulation read immediately before its revocation, and known as the Prepaid Funeral Services Compensation Fund is continued as the compensation fund for purposes of subsection 61(1) of the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) under the name of the Funeral Services Compensation Fund (the "Fund"). The purpose of the Fund is to compensate a person who suffers a financial loss due to a failure on the part of a licensee to comply with the FBCSA or the regulations or with the terms of an agreement made under the FBCSA.

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# Bereavement Authority of Ontario

## Notes to the Financial Statements

Year ended March 31, 2023

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### 11. Related party transactions (continued)

Pursuant to section c. 33, s. 61(1), made under the FBCSA, 2002, except for the duties and responsibilities of the Trustee and the Organization, the affairs of the Fund are managed by the Compensation Fund committee whose members are appointed by the Board of the Organization.

The Fund employs the Organization to provide administrative services on a cost recovery basis. These services include paying the Compensation Committee's members' per diems, bookkeeping services, administrative costs related to staff attending committee meetings, and legal costs paid on its behalf. Total costs reimbursable to the Board for the current fiscal year is \$22,981 (2022 - \$15,835). These amounts are recorded in salaries and wages in the statement of operations.

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### 12. Commitments

The Organization is committed to lease its premises at 100 Sheppard Avenue East, Suite 500 and 505, Toronto, Ontario M2N 6N5 until May 31, 2026. The future minimum commitments are as follows:

2024	\$ 316,247
2025	316,247
2026	316,247
2027	52,708
	<hr/>
	\$ 1,001,449

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### 13. Capital management

When managing capital, the Organization's objectives are to ensure that the Organization continues as a going concern as well as to maintain optimal benefits to its stakeholders. Management adjusts the capital structure as necessary, in order to support the operational requirements of the Organization. The Board of Directors does not establish quantitative return on capital criteria for management but rather relies on the expertise of management to sustain future development of the Organization. The Organization defines capital to include its working capital position and the net assets of the Organization.

Management reviews its capital management approach on an ongoing basis and believes that this approach, given the relative size of the Organization, is appropriate.

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### 14. Financial instruments

The Organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Organization's risk exposure and concentration as of March 31, 2023. Unless otherwise noted, these risks have not changed significantly from prior year.

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# **Bereavement Authority of Ontario**

## **Notes to the Financial Statements**

Year ended March 31, 2023

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### **14. Financial instruments (continued)**

#### **(a) Credit risk**

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Organization is exposed to credit risk with respect to cash, short-term investments and accounts receivable. The credit risk for cash and short-term investments is insignificant since they are held by a large financial institution. For accounts receivable, the Organization monitors on a continuous basis its accounts receivable and provides provision for bad debts as necessary. No allowance for doubtful accounts was recognized as at year end. The Organization has a significant number of members which minimizes concentration of credit risk.

#### **(b) Liquidity risk**

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Organization is exposed to this risk primarily from its accounts payable. The Organization manages its liquidity risk by monitoring its operating requirements. The Organization prepares a budget to ensure it has sufficient funds to fulfil its obligations. Included in accounts payable and accrued liabilities are government remittances payable of \$228,126 (2022 - \$193,575).

#### **(c) 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 rate risk, interest rate risk and other price risk. The Organization is mainly exposed to interest rate risk.

##### **(i) Interest rate risk**

Interest rate price risk is the risk that the fair value of a fixed interest bearing financial instrument will fluctuate due to changes in market interest rates. The Organization is exposed to interest rate price risk on its short-term investments.

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### **15. Contingent liabilities**

During the year, a claim was filed for general and punitive damages of \$350,000 for defamation. At year end, the possible outcome or settlement is not determinable and therefore, no provision has been made in the financial statements. The Organization's insurer has confirmed coverage on this matter in the event of a loss and has assigned representation to the case.

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**Signature:**   
Glenda Brindle (Jul 11, 2023 14:36 EDT)  
**Email:** gbrindle@teamrealty.ca

**Signature:**   
**Email:** mmarco@fredvictor.org