

East Hants
**COMMUNITY
LEARNING ASSOCIATION**
Making Learning Accessible



East Hants
COMMUNITY RIDER
Making Life Accessible

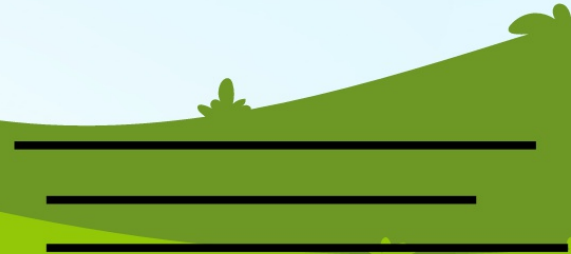


Elmsdale
COMMUNITY GARDEN
Making Food Accessible



2022-2023 ANNUAL REPORT

LET'S GET GOING!





THE FINISH LINE



This year, we revamped our strategic plan:

MISSION

Empowering individuals to live with a sense of freedom and confidence through accessible learning opportunities, transportation and food security

VISION

The community of East Hants is supported to learn, grow and thrive

VALUES

Collaboration - Community - Integrity - Inclusion - Connection

EHCLA

Registered Learners: 50
Learning Programs: 16

EHCR

KMs: 469,978 **↑ 21%**
Rides: 12,271 **↑ 26%**
Passengers: 522 **↑ 14%**

ECG

Plates of Food: 3,520
Community Lunches: 11
Pop Up Markets: 8
Communities Visited: 5





TANYA BURKE
EXECUTIVE DIRECTOR

A FEW CELEBRATORY REMARKS



Well.... it is time to close the books on 2022-2023. It is at this time we celebrate our successes, reflect on our challenges, plan for what comes next, and dream about what we might like to achieve. Our theme for this year's annual report is **"Let's Get Going"** and I think it fits perfectly.

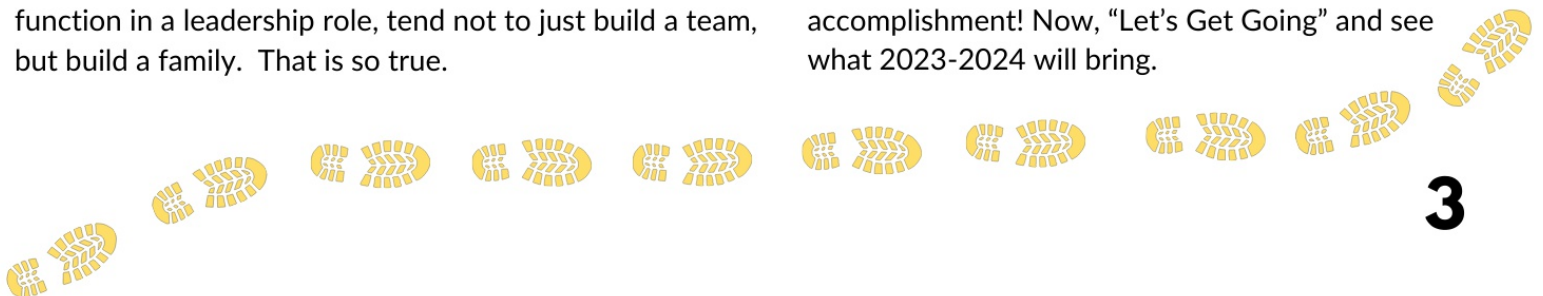
When I wrote last year's message, we were looking toward reuniting with the people and programs we had so badly missed. We also knew that we would need to adapt, collaborate, and grow with the changing times and technology. Over the past year, EHCLA, EHCR and the Elmsdale Community Garden have certainly done that! We have experienced many wonderful accomplishments over the past year that we are excited to highlight in this report, including: a **refreshed Strategic Plan**, a **Corporate Sponsorship Program**, **improved technology**, **increased fleet**, and an **amazing community garden program**. This past year we have experienced an overall increase in those using all of our services.

Recently, I attended a conference. Included in the team-building aspect of the day was a Personality Dimensions activity. Through this activity, participants were able to define their predominant personality style according to a colour. Having experienced this activity in the past, I was not surprised to find that my predominant color is "gold". Folks who present with a strong "gold" color tend to be organized, doers, list makers and get the job done-ers. I also learned that those with strong "gold" skills who function in a leadership role, tend not to just build a team, but build a family. That is so true.



Our EHCLA team is built of amazing, dedicated, caring, compassionate, and empathetic individuals, who do what they do because they care. We are so fortunate and grateful to all of you and all that you contribute to make EHCLA the very best place and East Hants a great place to live.

Please take a few moments to check out our report. I hope, like me, you will feel a sense of pride and accomplishment! Now, "Let's Get Going" and see what 2023-2024 will bring.





TRAVELLING FURTHER



Meet Pearl & Merle, our twin Ford Escape Hybrids!



This year saw some big changes for the Community Rider. Our Chevy car, **Tom Cruze**, bit the dust. Thanks to funding from the federal **Rural Transit Solutions Fund** and provincial **ATAP program**, we've grown our fleet with twins: Merle and Pearl, the Ford Escape Hybrids.

We said farewell to **Brent Gallant**, who retired at the end of September. Thanks for your many miles on the road, Brent! We were very fortunate to find two more amazing team mates, **George Morrison** and **Beverly Clarke**.

The Community Rider has been booming, with more rides, passengers and kilometres than ever before! We were grateful to receive funding for the **Fare Assistance Program** again this year, which enabled low-income passengers to travel for less. We also received a one-time investment from the province to help us keep up with rising costs - this was a huge help in an expensive year!

Another area of growth for us was in the transportation of food. Many people used the Community Rider this year to pick up **mobile orders for groceries, meals and more**. It's an efficient way to do shopping and our drivers are happy to help you get it to your door.

As we close another amazing year, we look back on the many people we reached, the kilometres we drove, and the **MANY hours** spent on the phone with passengers. Sometimes, people just need to be heard!

Thank you to everyone that makes our service shine: the drivers, passengers, and our community. We hope next year stays busy, but even more than that, we hope to have more drivers, more vehicles and most importantly, **help more people**.

- **Mobile Order Pick Up & Delivery**
- **Community Lunch Delivery**
- **\$5 Vaccination Transportation**
- **Fare Assistance Program**
- **Medical Transportation Program**
- **2 Shopping Trips to Mic Mac Mall**
- **Christmas Lights Tour**



This year, we launched a new **Corporate Support Program**. You can now advertise on our vans!

THANK YOU TO OUR DRIVERS!



Neil Barr



Dave Hue



Brian MacInnis



Brent Gallant



Mark Lynch



George Robertson



Bev Clarke



George Morrison



PHIL LAVEN
COMMUNICATIONS
& PROGRAMS
MANAGER

LEARNING LONGER



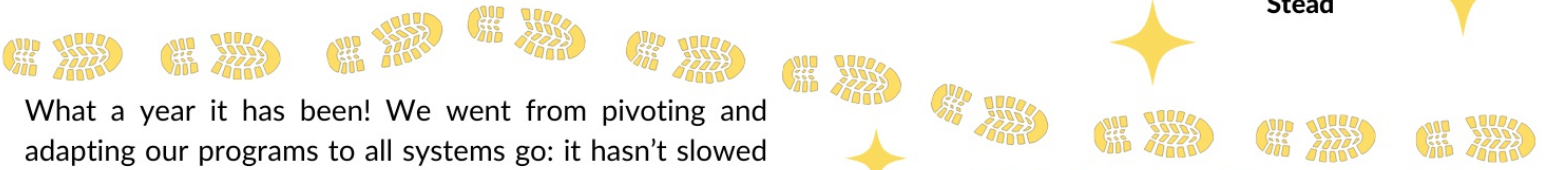
Jean
Wright



Tom
Richard



Diana
Stead



What a year it has been! We went from pivoting and adapting our programs to all systems go: it hasn't slowed down since. The Community Learning classes in particular are showing increased interest from a wide variety of people looking to learn the skills they need to succeed.

One of the big shifts this year has been the launch of **classes in Noel and Sipekne'katik**. Tom and Jean have spent many days each month in these communities, increasing **access to skills and learning** and **bringing people together** in the process. I also returned to the classroom on Thursday mornings and led **everyday English classes for newcomers**. It's great to see so much activity in the classroom and we anticipate more to come for next year.

What sticks with me from this year is the joy of seeing people **actively taking part and having fun**. From our Hot Chocolate Holiday Sing-a-long to the knitting group that meets at our office on Wednesdays, there has rarely been a day without folks laughing, smiling and enjoying the great community that we have built here at EHCLA.

- **Adult Learning classes Levels 1-3**
- **GED Preparation**
- **Alphabet Soup in Motion**
- **Digital Literacy Classes**
- **Take Charge of Your Health**
- **First Steps in Weaving**
- **Fly-Tying Sessions**



- **Poster Making and Presentation at the Elmsdale Legion**
- **Hot Chocolate Holiday Sing-a-long**
- **Family Literacy Day Event**
- **Trip to Pier 21**
- **Presentation from Hope for Wildlife**
- **End of Year Party at Oakfield Park**



GROWING QUICKER



Krestin Mosa



Sara Millen

Once again, we saw an increase of people in the community using the garden, its programs and services. Approximately **25% more people** have used the garden this year. The biggest increase we have seen is the use of the community freezer, which has more than doubled. **As many as 60 meals** have gone from the freezer in **one day!** With the increased cost of groceries, I foresee the usage of the garden and freezer to keep on growing.

We did a **Shopping and Cooking for One** program at the **Noel New Horizon Senior Center** and participated in the **Family Literacy Day** and **Family Picnic** with planting seeds for children to take home. People seem to enjoy pop-up markets and coming to the garden to pick fresh vegetables to take home to enjoy. Several people have said that they are able to get just enough to enjoy with out having to go to the grocery store to purchase more than what they need.

A big part of our success is credit to our garden team, **Sara Millen, Krestin Mosa, Becky Grant** and all of our volunteers. I feel that as the cost of groceries keep increasing, the need for the garden project will continue to grow. Thanks to all for a successful year and I look forward to the upcoming gardening season.



- **12 Garden Boxes**
- **Harvest Dinner**
- **Pop Up Markets**
- **Community Lunches**
- **Community Freezer Meals**
- **Seed Planting at the Family Picnic**
- **Shopping and Cooking for One at Noel New Horizons**
- **Food Rescues**

2022-2023 BOARD OF DIRECTORS



**Paula
Wadden**



**Caitlin
Patterson**



**Cathy
MacDonald**



**Gennie
Himelman**



**Gina
Winfield**



**Cecil
Dixon**



**Alicia
Wilmot**



**Stacey
Harrison**



**Leanne
Taylor**



**Leah
MacMillan**

Our Board of Directors has been hard at work plotting our course during these times of flexibility and change. This year, they focused on a new strategic plan and the implementation of our new business plan for the Community Rider.

FUNDERS

EHCLA, EHCR and ECG receive funding from a range of government and community supporters. These funds enable us to offer programs and services that are affordable and accessible to everyone in the community.



**Government
of Canada**

**Gouvernement
du Canada**



**CANADIAN
RED CROSS**



PARTNERS

We strongly believe in collaboration. We partner with many other organizations and institutions in our community.



2022-2023 CORPORATE SUPPORTERS



Colchester East Hants
Health Centre Foundation
Rooted in community support.



Enhard
Distribution



Golden Star
Pizza &
Grocery



Ribahi
Brothers



Connect with us online!
easthantslearning.com



**East Hants Community
Learning Association**

FINANCIAL STATEMENTS

MARCH 31, 2023

East Hants Community Learning Association

MARCH 31, 2023

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East Hants Community Learning Association

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Directors of East Hants Community Learning Association

We have reviewed the accompanying financial statements of East Hants Community Learning Association that comprise the statement of financial position as at March 31, 2023 and the statements of operations, net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not for profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of East Hants Community Learning Association as at March 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not for profit organizations.

June 14, 2023
Lower Sackville, Nova Scotia
CHARTERED PROFESSIONAL ACCOUNTANTS
LICENSED PUBLIC ACCOUNTANTS

East Hants Community Learning Association

STATEMENT OF FINANCIAL POSITION

(Unaudited)

AS AT MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
ASSETS		
CURRENT		
Cash	\$ 297,688	\$ 391,753
Accounts receivable	112,062	45,204
HST Recoverable	12,707	4,380
Prepaid Expenses	<u>2,742</u>	<u>2,693</u>
	<u>425,199</u>	<u>444,030</u>
EQUIPMENT (Note 3)	<u>161,711</u>	<u>126,633</u>
	<u>\$ 586,910</u>	<u>\$ 570,663</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 22,828	\$ 31,699
CRA Source Deductions Payable	10,557	10,206
Deferred Revenue (Note 4)	<u>70,156</u>	<u>102,564</u>
	<u>103,541</u>	<u>144,469</u>
LONG-TERM		
Deferred Capital Grants (Note 4)	135,422	86,772
Covid Loan unsecured, non interest bearing, due December 31, 2023	<u>60,000</u>	<u>60,000</u>
	<u>195,422</u>	<u>146,772</u>
	<u>298,963</u>	<u>291,241</u>
NET ASSETS		
CONTRIBUTED AND OTHER SURPLUS	20	20
NET ASSETS	<u>287,927</u>	<u>279,402</u>
	<u>287,947</u>	<u>279,422</u>
	<u>\$ 586,910</u>	<u>\$ 570,663</u>

APPROVED ON BEHALF OF THE ASSOCIATION:

_____ CHAIRPERSON

_____ SECRETARY

East Hants Community Learning Association

STATEMENT OF OPERATIONS AND NET ASSETS

(Unaudited)

FOR THE YEAR ENDED MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
RECEIPTS		
EHCLA - Government Funding	\$ 229,376	\$ 198,738
- Donations	4,925	2,517
- Fundraising and Other	45,218	34,653
EHCR - Government Funding	315,465	233,073
- Membership	600	-
- Fundraising, donations and other	13,589	12,904
- Van and car revenue	<u>153,406</u>	<u>160,982</u>
	762,579	642,867
DISBURSEMENTS		
EHCLA:		
Salaries and Benefits	206,650	193,898
Amortization	552	811
Bookkeeping	3,262	2,648
Rent	18,400	18,500
Insurance	2,232	1,792
Office, Administrative, and Other	40,187	22,369
Community Garden	15,948	9,316
EHCR:		
Salaries and Benefits	86,094	76,778
Bookkeeping	3,264	2,717
Rent	12,000	11,500
Insurance	7,344	8,799
Volunteer Driver Mileage	1,358	816
Vehicle Expenses	96,190	87,567
Vehicle wages	175,855	151,928
Office, Administrative, and Other	31,806	18,649
Vehicle Amortization	49,734	46,286
Provincial Transportation Subsidy	<u>814</u>	<u>12,830</u>
	<u>751,690</u>	<u>667,204</u>
(DEFICIENCY) EXCESS OF RECEIPTS OVER DISBURSEMENTS BEFORE THE FOLLOWING	10,889	(24,337)
LOSS ON SALE OF VEHICLE	<u>2,364</u>	<u>(3,876)</u>
(DEFICIENCY) EXCESS OF RECEIPTS OVER DISBURSEMENTS	8,525	(20,461)
NET ASSETS, beginning of year	<u>279,402</u>	<u>299,863</u>
NET ASSETS, end of year	<u>\$ 287,927</u>	<u>\$ 279,402</u>

East Hants Community Learning Association

STATEMENT OF CASH FLOWS

(Unaudited)

MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash Received	\$ 711,963	\$ 639,554
Cash Paid to Suppliers	(717,629)	(611,432)
Interest Paid	<u>(671)</u>	<u>(628)</u>
INVESTING ACTIVITIES		
Additions to Equipment	<u>(87,728)</u>	<u>(19,536)</u>
(DECREASE) INCREASE IN CASH	(94,065)	7,958
CASH, beginning of year	<u>391,753</u>	<u>383,795</u>
CASH, end of year	<u>\$ 297,688</u>	<u>\$ 391,753</u>

East Hants Community Learning Association

NOTES TO THE FINANCIAL STATEMENTS

(Unaudited)

MARCH 31, 2023

1. PURPOSE OF THE ORGANIZATION

Adult Learning Services

The goal of East Hants Community Learning Association (EHCLA) is to examine, address, and promote awareness of the life-long learning needs of adults in the community and to facilitate coordination of programs designed to meet those needs. EHCLA communicates with other learning networks and literacy groups and engages in projects and partnerships that enable the adults in the community to access and to participate in life-long learning opportunities.

Transportation Service

The goal of the East Hants Community Riders (EHCR) is to offer an affordable alternative transportation service to all residents of East Hants including those who are challenged by a lack of transportation due to disability, age or social/economic disadvantages.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Presentation

The financial statements have been prepared in accordance with Canadian accounting standards for Not-for-Profit organizations.

(b) Cash

Cash represents funds and guaranteed investment certificates held on deposit at Canadian banks.

(c) Equipment

Equipment is recorded at cost. Depreciation is provided annually at rates calculated to write-off the assets over their estimated useful lives as follows:

Vehicles	- 30% diminishing balance
Computer equipment	- 55% diminishing balance
Office furniture & equipment	- 20% diminishing balance

(d) Financial Instruments

The Association's financial instruments consists of cash, accounts receivable, accounts payable, and accrued liabilities. Financial instruments are initially recorded at fair value and then carried at amortized cost. The fair values of these financial instruments approximate their carrying values, unless otherwise stated.

East Hants Community Learning Association

NOTES TO THE FINANCIAL STATEMENTS

(Unaudited)

MARCH 31, 2023

2. SIGNIFICANT ACCOUNTING POLICIES (Cont.)

(e) Revenue Recognition

Revenue is recognized using the accrual basis of accounting

(f) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the reporting period. Actual results could differ from these estimates.

3. EQUIPMENT

	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net 2023</u>	<u>Net 2022</u>
Computer equipment	\$ 4,347	\$ 4,169	\$ 178	\$ 396
Vehicles	368,129	206,942	161,187	125,805
Office furniture and equipment	<u>751</u>	<u>405</u>	<u>346</u>	<u>432</u>
	<u>\$ 373,227</u>	<u>\$ 211,516</u>	<u>\$ 161,711</u>	<u>\$ 126,633</u>

4. DEFERRED REVENUE

Deferred revenue includes the amount of specific grants received in the year that have not been spent as of the year end date. Deferred capital grants represent the amounts received to assist in the purchase of equipment, these grants are amortized to income on the same basis as the related asset.

5. ECONOMIC DEPENDENCE

The organization is economically dependent upon government. Loss of these funding sources would have a major impact upon the organization.

The organization is dependent on volunteers, the loss of which would have a significant impact upon the organization.

COMMUNITY TRANSPORTATION ASSISTANCE PROGRAM (CTAP)						Notes & Variance Explanation:
3 Year Approved Budget						
	Budget 2022-23	Actuals 2022-23	Budget 2023-24	Budget 2024-25	Budget 2025-26	Please provide explanations for all (revenue/cost) variances above 5% and 5,000 when comparing budgets years over year.
Notes:	As per approved 22-23 budget	Should be identical to signed Schedule C-D	Once approved this should be identical to Schedule C-D	Explain significant variances	Explain significant variances	
Revenue Sources:						
CTAP (Province)	105,366	105,366	105,366	105,366	105,366	
Fare Assistance Program (Province)	11,500	10,306	16,100	16,100	16,100	We received an increase to the FAP program this year
Fuel Tax Rebate (Province)	4,800	5,050	5,100	5,100	5100	
Municipalities	50,000	50,000	50,000	50,000	50000	
Federal Gas Tax Rebate	500	512	525	550	575	We intend to explore if there can be an increase to this resulting from the new carbon tax
Federal HST Rebate	5,800	6,332	7,000	7,000	7,000	Will spend more on supplies and will receive a higher HST return
Fare Income - Passengers	145,000	150,786	165,000	170,000	170,000	More vehicles will allow us to move more people and increase our revenue. Rates will be reviewed
Fare Income - Deliveries		2,758	5,000	6,000	6,000	We anticipate an increase in request for this service
Subsidy Income (as applied)	3,000	1,512	2,500	5,000	5,000	We anticipate a need to recruit more grant monies to subsidize the cost of travel for clients
Fundraising	5,000	-	9,000	2,500	2500	We have a fundraising event planned for fall 2023
Donations (charitable tax receipt issued)	2,500	1,160	1,500	1,500	1,500	We will likely need to campaign higher donations to reduce operational expenses
Corporate Sponsorship	2,000	1,411	5,000	7,500	7,500	We have developed a new corporate support program to support an increased revenue stream
Other - Interest on Savings/Investments	0	0	0	0	0	
One time Provincial Grant	5000	13835	0	5000	5000	One time grant funding
HRM Rural Transit Funding	35000	30730	35000	35000	36000	
Other - COVID Vaccine	500	201	0	0	0	
Other - One time funding		5000	10000	5000	5000	We have secured new projects this year that will utilize EHCR to transport participants
RTA Reimbursement for driver training		250	250	250	250	
Fed-Prov Covid Relief Grant	0	65882				One time funding
TOTAL Revenue	375,966	451,091	417,341	421,866	422,891	
Administrative Expenditures:						0
Salaries and Benefits (mgt/dispatch)	108,000	110,194	111,000	111,500	112,000	
Office Rent/Utilities/Maintenance	6,000	6,000	6,000	7,000	7,000	
Office Expenses/Supplies	3,300	3,981	4,400	4,800	5,200	This expense category is increasing due to higher cost of everything
Phone/Internet/Web costs	6,000	6,416	6,700	6,800	6,900	
Advertising, Promotion	2,000	1,243	2,000	1,500	1,500	We would like to increase advertising budget this year to revitalize our HRM service area
Contractual Costs	3,500	4,112	4,300	4,400	4,500	
Association Dues and Fees	475	678	700	700	700	
Meeting/Conference Expenses	750	439	700	900	1,000	post pandemic in person gatherings will be more frequent

Staff/Board Mileage/Travel expenses	1,250	901	1,000	1,200	1,200	
Staff/Volunteer Training	500	634	750	750	750	
Insurance (non-vehicle)	2,200	2,027	2,150	2,150	2,150	
NS-TRIP Projects	0	0	0	0	0	
Other - Bank fees and charges	350	333	400	400	400	
Other - Miscellaneous		450	0	0	0	
Other - Bad Debt		429	350	350	350	We anticipate a small amount of unrecoverable receivables
Total Admin Expenditures	134,325	137,837	140,450	142,450	143,650	
Vehicle Expenditures:						
Salaries & Benefits (Drivers)	155,000	175,852	180,000	190,000	190,000	More vehicles = more driver wages
Stipend to Volunteer Drivers	1,000	1,357	1,000	1,000	1,000	
Parking/Tolls Expense	475	709	800	850	900	
Insurance (vehicles)	12,000	9,047	11,000	12,000	12,000	We have had an insurance claim and will purchase 2 more vehicles
Vehicle Repairs/Maintenance	25,000	33,133	30,000	30,000	30,000	more new vehicles should level the cost of maintenance
Vehicle Registration	600	359	300	500	500	We will have more vehicles to register
Fuel	38,000	50,565	51,000	52,000	53,000	Fuel costs remain high, carbon tax will add to the cost, hybrid cars will reduce fuel consumption
Other - Miscellaneous						
Other - Driver Fees	250	309	400	400	400	
Total Vehicle Expenditures	232,325	271,331	274,500	286,750	287,800	
TOTAL OPERATING EXPENSES	366,650	409,168	414,950	429,200	431,450	
CASH SURPLUS (Deficit)	9,316	41,923	2,391	-7,334	-8,559	High operation costs, recruitment struggles, increase in demand, growing capacity will impact EHC
CURRENT BANK BALANCE		142,179	144,570	137,236	128,677	
CAPITAL (VEHICLE) RESERVE	10,000	10,000	10,000	10,000	10,000	
ATAP	15,867	27,780	35,000			vehicle replacement decisions for future years have not been made. We are applying to RTSF ag
RTSF	63,469	0	154,096			
TOTAL RIDERSHIP	9,300	12,084	14,000	16,000	17,000	
RIDES PER CAPITA	0.300358492	0.39	0.45	0.52	0.55	
	17.15	13.46	13.11	11.94	11.24	FYI -the fare and FAP per ride is decreasing
Name of Service :		East Hants Community Rider				
Service Area Pop (Census 2021):		30,963				
Date Approved by Board:						

Signature of Board Treasurer (or Chair):						