



Ten Ten Sinclair Housing Inc.

2021-2022 Annual Report

**Promoting, developing and
administering affordable housing and
support services for persons with
physical disabilities since 1975**

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Our Mission Statement

Ten Ten Sinclair Housing Inc. promotes, develops and administers affordable housing and support services in accordance with the independent living philosophy for persons with physical disability who seek knowledge and skills to live independently.

We provide services for persons living with physical disability, including persons with physical disability who experience additional challenges such as mental health, addiction(s), or cognitive, who wish to develop the skills necessary to live independently in the community.

The following values guide the organization and its services:

- **A commitment to high consumer involvement in the Ten Ten Sinclair Housing organization.**
- **A commitment to consumer control over their living situation, including a commitment to consumers assuming responsibility for decision making with all the associated risks and responsibilities.**
- **A commitment to experiential learning.**
- **A commitment to integrated community living.**
- **A commitment to consumers' maximizing their potential in independent living.**
- **A commitment to collaboration and partnerships with community organizations.**

Board of Directors 2021/2022

Chris Wullum - Chairperson

Brad Mulvena - Vice Chairperson

Tashia Dreger - Secretary

Gary Julius - Treasurer

Donna Collins - Past Chairperson

Karen Koch-Schulte

Amanda Kozak

Lorna Ross

Rick Sapacz

Nate Sawatzky

Martin Sherb

Hayley Swidnicki

Samuel Unrau

Scott Wignall



We welcome the following new Board of Directors for the 2022/2023 year:

Paula Orecklin

Paula is a member/patient partner of the following advisory committees:

- Winnipeg Regional Health Authority's Patient and Family Advisory Committee
- Shared Health's Patient and Family Advisor Network of Manitoba and its Advisory Committee.
- Canadian Agency for Drugs and Technologies in Canada's Patient and Community Advisory Committee
- Patient partner in research with the George and Fay Yee Centre for Healthcare Innovation's Patient and Public Engagement Collaborative Partnership.
- Health Technology Assessment International's Patient and Citizen Involvement with HTA Interest Group.
- Patients for Patient Safety Canada/Healthcare Excellence Canada and;
- Patient Advisors Network

Ericka Rodeck

Erika graduated from the University of Winnipeg in 2019 with a Bachelor's degree in Conflict Resolution Studies. She has worked as a Volunteer Administrative Assistant at CNIB, completed a 3-month internship with CBC Winnipeg, and worked as an Intern with the CNIB Come to Work Program. Currently, she is a Customer Care Specialist at CNIB. In her free time, she enjoys reading, listening to CBC and AMI radio, watching Netflix, swimming, and spending time with family and friends. "I love living at Ten Ten, and I am very grateful for the positive connections I've made during my time here."

Ward Keith

Ward retired in 2019 as the Vice President, Business Development, Communications and Chief Administrative Officer, after a long career with Manitoba Public Insurance. Experienced in strategic planning, service delivery, and organizational development, he possesses a strong political and financial acumen, leadership, and communication skills. Ward played a key role in transition activities following election of a new provincial administration, appointment of two Ministers of Crown Services, and in supporting MPI's newly appointed Board of Directors. Ward has been involved in many community organizations and in 2011 was recipient of MADD Canada's 2011 "Citizen of Distinction" designation for efforts to raise awareness of the dangers and consequences of impaired driving and for championing introduction of a Campaign-911 program in Manitoba in 2011.

Chairperson and Executive Director Report

This time last year we were learning to live with and meet the challenges that the COVID-19 pandemic presented to us as a housing organization and a workplace, and to our lives in general. As much as we may wish it to be over, we are still in a pandemic. Now, into the third year of COVID-19, with government restrictions changing and lifting regularly, we continue to not only follow Province of Manitoba guidelines but maintain our own added precautions for the safety of our tenants and employees. With vaccinations, protective precautions, rapid testing and employee policies that support employees to stay home if feeling unwell, we will continue to maintain our service delivery.

Manitoba Housing:

At present, our Ten Ten Sinclair site has a Sewer and Piping project in progress. The work needs to be done in five separate blocks with affected tenants temporarily moving into units kept empty specifically for this project. The logistics of moving and supporting tenants are a challenge but this part of the project is somewhat behind in the schedule and construction is ongoing. A project to replace basement pillars is planned once the sewer and piping work is complete near the end of summer.

Our service hours have been impacted because of the length of time the apartments need to remain vacant for the construction project to be completed. The Winnipeg

Regional Health Authority is aware of our projects and understands the scope of what needs to be completed.

We will also be receiving a new elevator at our 1010 Sinclair Street site. The work to install the elevator began concurrently with the Sewer and Piping project and we moved tenants around the building (furniture, beds) via a large enclosed ramp. Although we are experiencing significant delays we hope that this project will be completed in six weeks.

Building and Maintaining Affordable Non-Profit Housing – May 5, Housing Day

With housing activity at the provincial level moving into the strategy phase in the last number of years, as a member of the Manitoba Non-Profit Housing Association (MNPHA), we support MNPHA in urging the Manitoba Government to leverage investments provided by the National Housing Strategy by initiating the following actions:

- Establish a long-term capital funding program to support existing community housing stock and build new supply
- Enhance and sustain resources for tenant supports within social housing
- Support an Indigenous-led Housing Strategy

Winnipeg Regional Health Authority (WRHA) Focus Group

WRHA conducted a focus group to guide its five-year Strategic Plan. As a part of the diverse community WRHA

invited many agencies to the session. Ten Ten Sinclair Housing Inc. representatives participated in the focus group and provided feedback from the perspective of a service provider along with personal reflections as a consumer receiving services.

We would like to acknowledge the Winnipeg Regional Health Authority and Manitoba Housing for their continuous ongoing funding for many years. Without the support of these two funders we would not be able to sustain the work that Ten Ten Sinclair Housing Inc. does.

We would like to recognize and thank our volunteer Board of Directors who once again have supported the organization through another unusual and challenging year. We appreciate their significant time, wisdom and contributions throughout the year.

Chris Wullum, Chairperson

Debbie Van Ettinger, Executive Director



Treasurer's Report

On behalf of the Ten Ten Sinclair Housing Inc. Finance Committee, I am pleased to report to the membership the audited financial statements of the organization as at March 31, 2022. The audited financial statements have been prepared on a non-consolidated basis and have been reviewed by the organization's Audit & Finance Committee and approved by the Board of Directors.

The Auditors, in their opinion, concluded that “the financial statements present fairly, in all material respects, the financial position of the organization as at March 31, 2022, 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”.

Statement of Financial Position

The Statement of Financial Position summarizes the assets and liabilities of the organization as at March 31, 2022. It is a snapshot of the organization as at that date.

A common yardstick for the financial health of an organization is the ratio of its current assets to its current liabilities. A ratio of 1 or greater is considered healthy as it indicates that an organization has sufficient cash and receivables to meet its current obligations. At March 31, 2022, our current assets (\$1,239,505 million) to current liability (\$481,248) ratio is about 2.57%.

Significant variances from the prior year are as follows:

Accounts Receivable 2022 - \$36,126 (2021 - \$276,608)

The decrease relates to amounts expended during the previous year on behalf of Manitoba Housing for capital projects. The amounts owed were repaid by during the year.

Due from Winnipeg Regional Health Authority 2022 - \$8,858 (2021 - \$313,618)

The decrease is due to the timing of funds received from the WRHA. It is further explained in the notes to the financial statements.

Due from Manitoba Housing - Place La Charrette

Funds due in the amount of \$40,647 relate to Capital Project expenditures paid on behalf of Manitoba Housing. The prior year amount of \$198,638 had been advanced by Manitoba Housing at March 31, 2021, and was repaid during the current year.

Due from Manitoba Housing - Ten Ten Sinclair

Funds due in the amount of \$120,023 relate to Capital Project expenditures paid on behalf of Manitoba Housing. The prior year amount of \$41,600 had been advanced by Manitoba Housing at March 31, 2021, and was repaid during the current year.

Statement of Operations

The Statement of Operations summarizes by program the revenues and expenses received by the organization during the 12 months ended March 31, 2022.

The organization received \$5,759,436 (2021 - \$5,562,850) and expended \$5,688,775 (2021 - \$5,531,266) resulting in a net surplus before amortization expense of \$70,661 (2021 - \$31,584). Based on our Service Purchase Agreement with the Winnipeg Regional Health Authority (WRHA) there is no excess surplus repayable to the WRHA.

A detailed breakdown of revenues and expenditures by program is shown in the schedules to the financial statements.

In conclusion, I wish to acknowledge the financial support received from our two primary business partners – Winnipeg Regional Health Authority and Manitoba Housing.

I would like to thank the members of the Finance Committee for their commitment in overseeing the financial operations of the organization and to Debbie Van Ettinger, Executive Director and Elke Busilla, Accounting Coordinator for the support they provide to the Committee.

I would be remiss if I did not acknowledge the dedication and service that Elke Busilla has provided the organization for 44 years. Elke retired from her position as Accounting Coordinator on January 3, 2022. Elke, we wish you well in your retirement and thank you for everything you have done for Ten Ten. You are a wealth of knowledge, and you will be sorely missed.

I would also like to welcome Robyn Chornoboy who has joined the Ten Ten Sinclair Housing Inc. team as our new Accounting Coordinator.

Gary Julius, Treasurer

*Please note: Complete audited financial statements are available upon request.





INDEPENDENT AUDITORS' REPORT

To the Members of Ten Ten Sinclair Housing Inc.

Opinion

We have audited the financial statements of Ten Ten Sinclair Housing Inc. (the Organization), which comprise the statement of financial position as at March 31, 2022, 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, 2022, 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.

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 *Auditors' 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 those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters relating 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.

(continues)

Auditors' 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 auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' 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 auditors' 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.

Exchange

Chartered Professional Accountants LLP
Winnipeg, Manitoba
May 19, 2022

TEN TEN SINCLAIR HOUSING INC.

Statement of Financial Position

March 31, 2022

	2022	2021
ASSETS		
CURRENT		
Cash	\$ 909,245	\$ 719,689
Funds held in trust by TD Bank <i>(Note 4)</i>	119,133	128,618
Accounts receivable	36,126	276,608
Prepaid expenses	5,473	5,429
Due from Winnipeg Regional Health Authority <i>(Note 5)</i>	8,858	313,618
Due from Manitoba Housing - Place La Charrette <i>(Note 9)</i>	40,647	-
Due from Manitoba Housing - Ten Ten Sinclair <i>(Note 10)</i>	120,023	-
	1,239,505	1,443,962
CAPITAL ASSETS <i>(Notes 2, 6)</i>	24,042	36,152
DUE FROM RELATED PARTIES <i>(Note 17)</i>	14,902	4,228
	\$ 1,278,449	\$ 1,484,342
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities <i>(Note 8)</i>	\$ 416,676	\$ 425,436
Government remittances payable	64,572	72,217
Due to Manitoba Housing - Place La Charrette <i>(Note 9)</i>	-	198,638
Due to Manitoba Housing - Ten Ten Sinclair <i>(Note 10)</i>	-	41,600
	481,248	737,891
DEFERRED CAPITAL CONTRIBUTIONS <i>(Note 11)</i>	12,285	18,428
SECURITY DEPOSITS	21,450	23,108
	514,983	779,427
NET ASSETS	763,466	704,915
	\$ 1,278,449	\$ 1,484,342



TEN TEN SINCLAIR HOUSING INC.

Statement of Operations

Year Ended March 31, 2022

	Management Fund <i>(Schedule 1)</i>	Manitoba Housing and Renewal Corporation <i>(Schedules 2 & 3)</i>	Program Operating, Admin <i>(Schedule 4)</i>	Fee for service <i>(Schedule 5)</i>	Total 2022	Total 2021
REVENUE	\$ 45,625	\$ 865,454	\$ 742,632	\$ 4,105,725	\$ 5,759,436	\$ 5,562,850
EXPENSES	20,443	865,454	710,665	4,092,213	5,688,775	5,531,266
EXCESS OF REVENUE OVER EXPENSES FROM OPERATIONS	25,182	-	31,967	13,512	70,661	31,584
OTHER EXPENSES Amortization	11,751	-	359	-	12,110	12,550
EXCESS OF REVENUE OVER EXPENSES	\$ 13,431	\$ -	\$ 31,608	\$ 13,512	\$ 58,551	\$ 19,034

TEN TEN SINCLAIR HOUSING INC.

Statement of Changes in Net Assets

Year Ended March 31, 2022

	Management Fund	Program Operating, Admin	Fee for service	Internally Restricted <i>(Note 13)</i>	Total 2022	Total 2021
NET ASSETS - BEGINNING OF YEAR	\$ 164,246	\$ (3,963)	\$ 402,132	\$ 142,500	\$ 704,915	\$ 685,881
Excess (Deficiency) of revenue over expenses	13,431	31,608	13,512	-	58,551	19,034
NET ASSETS - END OF YEAR	\$ 177,677	\$ 27,645	\$ 415,644	\$ 142,500	\$ 763,466	\$ 704,915



Governance Committee Report

The Governance Committee has been reviewing the 1992 agreement between Ten Ten Sinclair Housing Inc. and Fokus Housing. The committee held virtual meetings throughout the year to have open discussions with Ten Ten and Fokus members together. The committee's goal is to work with members of both entities to create an updated agreement that appropriately reflects the needs and priorities of both Ten Ten and Fokus. Having had many productive discussions, the committee is now working on a first draft of the new agreement for further discussion.

The committee would like to thank everyone for their engagement and work over the last year.

Tashia Dreger, Chairperson

Members of the Governance Committee are:

Donna Collins

Martin Sherb

Chris Wullum

Debbie Van Ettinger

Cathy Emile



Programs Committee Report

The Learning through Living (LTL) Program has had another successful year. With the intensity of Covid-19 starting to dissipate, some normalcy is starting to return to the Programs Team.

The team has started to have some in-person meetings again with different tenants, as well as some limited visits to apartments where needed. The ability to have this in-person contact has been beneficial as virtual and/or phone is not always conducive to the type of programming we offer at Ten Ten Sinclair Housing Inc.

This past fiscal year we have assisted five tenants with moving into our Ten Ten location. We have been able to exit 10 tenants from the LTL Program as well. These exits have included a broad range of housing options such as transitioning to our Fokus Housing, out into the community - home or apartment, moving out with family and/or friends and other supports.

One of the exciting areas that we have worked on and developed this past year is in the area of training. We have put together a variety of different videos around transfers, re-positioning and other skills related to personal care and/or cooking. All employees are able to access these videos for learning purposes and to grow in their roles.

This year we have updated our Employee Manual. This manual is given to new employees and is available at all locations for our current employee base. It gives a thorough

overview of the organization along with descriptions of the detailed services we provide. The Employee Manual was updated with the assistance and input of some of our tenants who have participated in the LTL Program and is reflective of tenant needs.

Overall, the LTL Program continues to do well and we are looking forward to the upcoming year.

Brad Mulvena, Chairperson

The Programs Committee members are:

Donna Collins

Rick Sapacz

Nate Sawatzky

Brad Mulvena

Debbie Van Ettinger

Heather Korol

Patricia Mason



Pension Committee Report

The Pension Committee is comprised of up to nine members – a minimum of four members from the Board of Directors appointed by the Board, one each appointed by CUPE 4376, CUPE 2348, and non-unionized members, and one appointee representing non-active members.

The Pension Committee is the plan administrator and acts in an advisory capacity to the Board. Ten Ten Sinclair Housing Inc. is the plan sponsor. Management of the plan has been delegated to Canada Life (previously Great West Life prior to the amalgamation in 2020).

The Committee met with Canada Life representatives, via Zoom, on March 9, 2022, to review the performance during 2021 of the investments held in the plan. The Balanced Continuum Fund, the plan's default fund and in which most of the members are invested, had a high single digit positive gain during 2021, but underperformed its benchmark after accounting for management fees.

The Committee monitors the range of investment options plan members can choose from; and reviews information and educational services available to plan members.

Due to reaching a milestone amount of value in the pension fund, Ten Ten enjoys a reduced Management Expense Ratio of 1.45%.

The Committee would like to remind plan members that they can access their accounts, educational tools and

investment information online. Rick Wolfson and Rob Anderson, the financial advisors for the plan, can also provide information on the investment options. They are available for group information sessions, as well as one-on-one reviews for those interested in learning more about their investments, or to look at choosing different investment funds for their account that align more closely with their age and risk tolerance.

I would like to thank the Committee members for their continued oversight and direction to the Pension Fund for the Employees of Ten Ten Sinclair Housing Inc.

Martin Sherb, Chairperson

The Pension Committee members are:

Gary Julius

Scott Wignall

Rick Sapacz

Kevin Kowal

Betty Mikolash (retired)

Debbie Van Ettinger

Ute Graham (retired)

Cathy Emile



Service Statistics for Ten Ten Sinclair Housing Inc.

Learning Through Living Program - 1010 Sinclair Street
April 1, 2021 - March 31, 2022

Tenant Demographics	2020/2021	2021/2022
Approved	13	11
Not Approved	3	1
In Process at Year End	0	1
Entries	6	6
Exits	4	10
Tenant Composition As at March 31		
Disabled - Regular Tenancy	18	16
Assisted Living	1	1
Community Transition Project	2	0
Special Contract	2	2
Total	23	19
Age Range (all tenants)		
18-19 years	0	0
20-39	12	7
40-59	8	9
60 plus years	3	3
Total	23	19

Tenant Disability	2020/2021	2021/2022
Other	3	1
Amputee	0	0
Cerebral Palsy	3	3
Cerebral Vascular Accident	2	2
Multiple Sclerosis	1	1
Multiple Health Issues	2	1
Spina Bifida	1	1
Spinal Cord Injury	6	5
Spinal Stenosis	1	1
Stroke	2	1
Visual Impairment	2	3
Total	23	19
Exit		
Fokus/Westwood Cluster	2	2
Apartment/House	0	7
Personal Care Home	1	0
Passed Away	1	1
Total	4	10

Staff Recognition

We would like to congratulate the following employees on their years of service:



Edgar Narciso



Ronnie Quintana



Geoffrey Spencer

15 years

Ayalew Mekonnen
Zainab Sesay

5 years

Iaine Aguinaldo
Hilarion Bago
Gurbaksh Bambrah
Daisy Gasgonia
John Patrick Isip
Christopher Joseph
Patricia Mason
Edwin Medrano
Rose Ann Olazo
Cara Nightingale

10 years

Neeraj Kumar
Steeve Palisoc
Luel Sagaral
Elmer Vergara

Ten Ten Sinclair Housing Endowment Fund

The Ten Ten Sinclair Housing Endowment Fund was established in 2004 through The Winnipeg Foundation. It was designed to support the activities, goals, values and mission statement of the organization.

Gifts to this fund are pooled and invested to benefit Ten Ten in perpetuity. The income generated by this fund is distributed by the discretion of the Ten Ten Sinclair Housing Inc. Board of Directors. All projects would support inclusion of persons with disabilities.

An example of past projects Ten Ten has accomplished with the help of donors is a wheelchair accessible garden located at the front and back of the 1010 Sinclair Street building.

As at March 31, 2022 the market value of the fund was \$126,975.

Ten Ten Sinclair Housing Inc. is always accepting donations for this fund. If you are interested in donating to this fund please contact: info@tenten.mb.ca.



In Memoriam

Kenneth Lorne Cassin
1950 – 2022
Former Executive Director



Few people have contributed more to the culture and accomplishments of Ten Ten Sinclair Housing Inc. than Ken Cassin, who passed away on May 24, 2022. These words taken from his obituary describes a much-loved Ken perfectly: “With his sunny personality and infectious sense of humour, Ken valued small and large acts of courage and contribution that made the world a better place.”

After earning his BA in economics, Ken joined Manitoba Housing and Renewal Corporation where he worked to build accessible, reliable, dignified, and affordable public housing. He later joined the Society for Manitobans with Disabilities. Ken completed his career as Executive Director of Ten Ten Sinclair Housing Inc. where he built two award-winnipeg housing developments Place Bertrand and Place la Charrette.

Ken will be greatly missed by everyone whose life he touched.

The Friends of Ten Ten

Ten Ten Sinclair Housing Inc. wishes to acknowledge the donations over the year:

Marjorie Dyck

Jacqueline Garrett (In Memory of Ken Cassin)

Elsie C. Douglas (In Memory of Ken Cassin)

Debbie Van Ettinger (In Memory of Ken Cassin)

Clare Simpson (In Memory of Ken Cassin)

Lana Den Heyer (In Memory of Ken Cassin)

Ron & Jan Payne (In Memory of Ken Cassin)

Wade Kastes (In Memory of Ken Cassin)





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