**Financial Statements** 

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BUCHANAN BARRY LLP CHARTERED PROFESSIONAL ACCOUNTANTS

## **INDEPENDENT AUDITORS' REPORT**

To the Members of Canadian Parks and Wilderness Society Southern Alberta Chapter

#### Opinion

We have audited the financial statements of Canadian Parks and Wilderness Society Southern Alberta Chapter (the "Society"), which comprise the statement of financial position as at March 31, 2019, 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 Society as at March 31, 2019, 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 Society 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.

#### Material Uncertainty Relating to Going Concern

We draw your attention to the Purpose of the Organization note in the financial statements, which indicates that the Society is dependent on its ability to collect grants and donations and put these funds to use in charitable conservation and environmental education programs and projects. As stated in the Purpose of the Organization note, these events or conditions indicate the existence of a material uncertainty which may cast significant doubt about the Society's ability to continue as a going concern. Our opinion is not modified in respect of this matter.

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

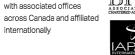
Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that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

In preparing the financial statements, management is responsible for assessing the Society'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 Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

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Independent Auditors' Report to the Members of Canadian Parks and Wilderness Society Southern Alberta Chapter *(continued)* 

#### 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 Society'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 Society'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 Society 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.

Buchanan Barry LLP

Calgary, Alberta August 6, 2019

CHARTERED ACCOUNTANTS

## **Statement of Financial Position**

## March 31, 2019

		2019		2018
ASSETS	÷			
CURRENT				
Cash and cash equivalents (Note 2)	\$	652,794	\$	443,917
Accounts receivable		50,156		48,935
Goods and services tax recoverable Prepaid expenses		684 8,323		-
Due from CPAWS National (Note 3)		0,323 50,488		25,314 152,881
			<del></del>	
		762,445		671,047
CAPITAL ASSETS (Note 4)		9,335		7,409
	\$	771,780	\$	678,456
LIABILITIES				
CURRENT				
Accounts payable and accrued liabilities	\$	77,313	\$	27,690
Goods and services tax payable		-		636
Deferred contributions (Note 5)	-	320,859		344,876
· · ·		398,172		373,202
DEFERRED CONTRIBUTIONS RELATED TO CAPITAL				
ASSETS (Note 5)		4,408		3,053
		402,580	-	376,255
NET ASSETS				
INVESTED IN CAPITAL ASSETS		4,927		4,356
UNRESTRICTED NET ASSETS		184,273		297,845
INTERNALLY RESTRICTED NET ASSETS (Note 7)		180,000		,
		369,200	<b>1</b>	302,201
	¢	771,780	\$	
	φ	111,100	φ	678,456

LEASE COMMITMENTS (Note 6)

APPROVED ON BEHALF OF THE BOARD C Director Director

## **Statement of Operations**

		2019	2018 <u>(Restated - Not</u>	<u>e 1</u> ,
REVENUE				
Casino	\$	35,628	\$ 41,44	10
Corporations	Ψ	70,471	φ	
Events		17,147	20,07	
Foundations		308,379	177,35	
Government		164,284	90,33	
Individuals		171,089	81,13	
Interest		1,184		57
Products and services		105,505	76,5	
Royalties		100,000		93
		873,854	577,16	67
EXPENSES				
Amortization of capital assets		2,876	5,01	15
Audit		7,300	7,40	
Bank charges		649		89
Consulting		73,635	15,74	
Cost of inventory recovered		-		10)
Office rent and administration		47,824	38,7 <sup>,</sup>	
Subscriptions and member services		548		95
Professional development		9,175	2,32	
Professional fees		5,568	3,20	
Salaries and employee benefits		600,537	427,1	
Special events and promotional activities		22,380	14,8	
Travel, meals and entertainment		36,363	20,09	
		806,855	535,3	<u>39</u>
EXCESS OF REVENUE OVER EXPENSES	\$	66,999	\$ 41,82	28

## **Statement of Changes in Net Assets**

		sted in Il assets	 nrestricted let assets	R	iternally estricted et assets	2019	2018
BALANCE, BEGINNING OF YEAR	\$	4,356	\$ 297,845	\$	_	\$ 302,201	\$ 260,373
Excess (deficiency) of revenue over expenses		(591)	67,590		-	66,999	41,828
Investment in capital assets		1,162	(1,162)		-	-	-
Transfer to restricted net assets <i>(Note 7)</i>			(180,000)		180,000	 -	- ·
BALANCE, END OF YEAR	<u>\$</u>	4,927	\$ 184,273	\$	180,000	\$ 369,200	\$ 302,201

## Year Ended March 31, 2019

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## Statement of Cash Flows

	 2019	 2018
OPERATING ACTIVITIES Excess of revenue over expenses	\$ 66,999	\$ 41,828
Item not affecting cash: Amortization of capital assets	 2,876	 5,015
	 69,875	 46,843
Changes in non-cash working capital: Accounts receivable Prepaid expenses Due from CPAWS National Accounts payable and accrued liabilities Goods and services tax payable Deferred contributions	 (1,221) 16,991 102,393 49,623 (1,320) (24,017) 142,449 212,324	(27,275) (21,281) (95,457) 4,039 (1,326) 196,972 55,672 102,515
INVESTING ACTIVITIES Purchase of capital assets Deferred contributions related to capital assets	 (4,802) 1,355 (3,447)	(4,361) (3,430) (7,791)
INCREASE IN CASH	208,877	94,724
CASH AND CASH EQUIVALENTS - Beginning of year	 443,917	 349,193
CASH AND CASH EQUIVALENTS - End of year	\$ 652,794	\$ 443,917
CASH AND CASH EQUIVALENTS CONSISTS OF: Cash Guaranteed investment certificate	\$  550,853 101,941 652,794	\$ 343,160 100,757 443,917

### Notes to Financial Statements

### Year Ended March 31, 2019

#### PURPOSE OF THE ORGANIZATION

The Canadian Parks and Wilderness Society Southern Alberta Chapter ("CPAWS" or "the Society") was incorporated under the Alberta Societies Act on April 30, 2003. CPAWS conducts regional activities on behalf of and in association with The Canadian Parks and Wilderness Society ("CPAWS National"), a registered charity dedicated to protecting Canada's wild ecosystems in parks, wilderness and similar natural areas. CPAWS also promotes awareness and understanding of ecological principles and the inherent values of wilderness through education, appreciation and experience.

CPAWS' activities are conducted in accordance with and pursuant to Agency and Affiliation agreements with CPAWS National.

CPAWS operates as a separate financial entity from CPAWS National and other regional chapters. As a result, CPAWS' financial statements reflect only the financial operations of the Society.

CPAWS is classified as a non-profit organization under the Income Tax Act (Canada) and, as such, is exempt from income taxes.

These financial statements have been prepared on a going concern basis, which assumes that the Society will be able to realize its assets and discharge its liabilities in the normal course of business. Continuation as a going concern is dependent on the Society's ability to continue to collect grants and donations and put these funds to use in charitable conservation and environmental education programs and projects.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of CPAWS have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO"). The financial statements have, in management's opinion, been properly prepared using careful judgment with reasonable limits of materiality and within the framework of the significant accounting policies summarized below.

#### Cash and cash equivalents

Cash consists of cash on hand and bank deposits. Highly liquid investments with maturities of 100 days or less at date of purchase are considered to be cash equivalents.

### Notes to Financial Statements

#### Year Ended March 31, 2019

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Capital assets**

Capital assets are recorded at cost less accumulated amortization. Purchased assets are recorded at cost and donated capital assets are recognized at the fair value on the date of contribution, when it can be reasonably determined.

Capital assets are amortized on a straight-line basis over their estimated useful lives commencing when assets are placed in service at the following annual rates:

Computer equipment	4 years
Computer software	3 years
Equipment	6 years
Furniture and fixtures	10 years

Leasehold improvements are amortized on a straight-line basis over the term of the respective lease.

Contributions of and amounts related to capital assets and donated capital assets are amortized to operations and included as revenue on the same basis as the amortization of the respective capital asset.

#### **Revenue recognition**

CPAWS follows the deferral method of accounting. Externally restricted donations are deferred and recognized as revenue over the period in which the estimated related program expenses are incurred. Contributions consist of designated revenue, individual donations, bequests, foundation and corporate grants and donations. Unrestricted contributions are recognized as revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Donations received directly by the Society, for which a tax receipt may be issued by CPAWS National, are recognized as revenue when receivable by the Society.

Donations received directly by CPAWS National are shared between CPAWS National and the regional chapters based upon the donor's place of residence and the budget distribution guidelines of CPAWS National. Donations received by CPAWS National and distributed to the Society as designated by the donor are recognized as revenue when the funds are receivable by the Society.

CPAWS provides services through education. This revenue is recognized at the time the service has occurred. If the service is for a period of time, revenue is recognized over the duration of the service.

#### Accounting Change

During fiscal 2019, it was decided that funding received through CPAWS National will be recorded net of National office administration fees. Previously the funds were recorded at their gross amount with a separate expense recorded for the portion charged by CPAWS National for the office administration fee.

### Notes to Financial Statements

### Year Ended March 31, 2019

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

This change has been applied on a retroactive basis. The effect on the comparative figures reported for the fiscal 2018 year is a decrease in revenue from corporations of \$150, a decrease in revenue from foundations of \$26,164, and a decrease in revenue from individuals of \$13,032, with a corresponding decrease in National office administration fees of \$39,346. This change will better align the reporting of the two organizations and reflects the nature of the funding being provided by CPAWS National on a fee for service basis.

#### **Contributed materials and services**

CPAWS, in common with many non-profit organizations, makes extensive use of volunteers and donated materials in conducting activities. Due to the difficulty in determining the fair value of each individual's contributed services, no attempt has been made to quantify the value of volunteer services in these financial statements.

Donated materials are recorded as donations revenue at their market value at the time the materials are donated where the market value can be readily determined if these materials are used in the normal course of operations and would otherwise be purchased by CPAWS.

#### Financial instruments policy

#### Measurement

CPAWS initially measures its financial assets and liabilities at fair value, except for certain related party transactions which are measured at the carrying amount or exchange amount. CPAWS subsequently measures all financial assets and financial liabilities at amortized cost, except equity instruments quoted in an active market, which are reported at fair value with any unrealized gains and losses reported in the statement of operations.

Financial assets subsequently measured at amortized cost include cash and cash equivalents, accounts receivable and the amount due from CPAWS National.

Financial liabilities subsequently measured at amortized cost include accounts payable and accrued liabilities.

#### Impairment

Financial assets subsequently measured at amortized cost are tested for impairment when there are indications that an impairment exists. The amount of write-down is recognized as an impairment loss in the statement of operations. A previously recognized impairment loss may be reversed to the extent of an improvement, provided it is not greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations in the period the reversal occurs.

#### Transaction costs

CPAWS recognizes transaction costs on financial instruments subsequently measured at fair value in the statement of operations in the period incurred. Financial instruments subsequently measured at amortized cost are adjusted for financing fees and transaction costs which are directly attributable to the origination and acquisition of the financial instrument.

## Year Ended March 31, 2019

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Measurement uncertainty

The preparation of financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Estimates and assumptions include the estimated useful life of capital assets for amortization purposes, the net recoverable amount of due from CPAWS National, accounts receivable, capital assets, estimates of fair market value of financial instruments and the amount of restricted contributions recognized as revenue in relation to work accomplished during the year on CPAWS projects. By their nature, these estimates are subject to measurement uncertainty, and the effect on the financial statements of changes in such estimates in future periods could be significant as additional information becomes available.

### 2. CASH AND CASH EQUIVALENTS

Cash and cash equivalents includes \$24,060 (2018 - \$59,689) of cash explicitly externally restricted pursuant to Alberta Gaming regulations for purposes of future qualifying expenditures (Note 5).

Cash equivalents consist of a guaranteed investment certificate ("GIC") in the amount of \$101,941 (2018 - \$100,757). The GIC has a 100 day maturity and earns interest at a rate of 1.55% per annum.

## 3. DUE FROM CPAWS NATIONAL AND RELATED PARTY TRANSACTIONS

CPAWS is related to CPAWS National through an affiliation agreement which grants CPAWS the right to use certain licensed material and trademarks owned by CPAWS National, defines the geographic area (southern Alberta) in which CPAWS is authorized to carry out charitable programs on behalf of CPAWS National and the services CPAWS National agrees to provide to CPAWS to allow it to carry out its activities.

CPAWS must conform to the bylaws, regulations, fundraising practices and procedures and strategic plan of CPAWS National but the two parties operate independently. CPAWS National maintains status as a registered charity and therefore processes and issues tax receipts on behalf of CPAWS.

The amount due from CPAWS National is comprised of the net amount of CPAWS' portion of funds receivable from the National Office. These funds are generally due within 45 days of the end of the quarter. In cases where funding is received for projects of several months to a year in duration, under the contractual arrangement between CPAWS and CPAWS National for CPAWS to carry out such work, the funds will be disbursed to CPAWS over the course of the contract period.

The activities of CPAWS are dependent on the license of trademarks and material owned by CPAWS National as well as the processing of donation receipts through CPAWS National. If CPAWS National were to withdraw from the affiliation agreement with CPAWS, management would be of the opinion that it would be very difficult for CPAWS to continue operations into the future.

During the year, the Society paid \$880 (2018 - \$Nil) for campaign canvassing services to two individuals related by virtue of being the children of one of the directors of the Society. The transaction is in the normal course of operations and is recorded at the exchange amount, which is the amount agreed to between the related parties.

### Notes to Financial Statements

## Year Ended March 31, 2019

#### 3 DUE FROM CPAWS NATIONAL AND RELATED PARTY TRANSACTIONS (continued)

During the year, the Society paid \$Nil (2018 - \$2,209) for communication services to a consultant related by virtue of being the spouse of one of the directors of the Society. The transaction is in the normal course of operations and is recorded at the exchange amount, which is the amount agreed to between the related parties.

CPAWS is related to CPAWS Northern Alberta through their joint affiliation with CPAWS National. During the year, CPAWS completed a contract with CPAWS Northern Alberta that commenced in the previous fiscal period with regards to a climate change education program grant. Funds totaling \$30,000 had been advanced to CPAWS Northern Alberta in the previous fiscal period of which \$22,309 remained unspent in 2018 prepaid expenses. This amount, along with additional invoicing in the amount of \$15,000, was expensed in the current year. The transactions are in the normal course of operations and are recorded at the exchange amount, which is the amount established and agreed to between the related parties.

During the year CPAWS and CPAWS Northern Alberta each entered into contracts with third party funders whereby they contracted with the other organization to do a portion of the work. Each chapter invoiced the other chapter \$10,000 for work done in the year.

During the year CPAWS carried out work with respect to a provincial campaign and was reimbursed in the year by CPAWS Northern Alberta in the amount of \$5,103.

An amount due from CPAWS Northern Alberta of \$9,374 (2018 - \$4,591) is included in accounts receivable at year end.

	 Cost	 umulated ortization	Ne	2019 t book value	Ne	2018 et book /alue
Computer equipment	\$ 9,911	\$ 7,370	\$	2,541	\$	2,572
Computer software	441	441		-		50
Equipment	13,079	7,508		5,571		3,245
Furniture and fixtures	3,192	1,969		1,223		1,542
Leasehold improvements	 18,395	 18,395		-		
	\$ 45,018	\$ 35,683	\$	9,335	\$	7,409

#### 4. CAPITAL ASSETS

## Year Ended March 31, 2019

#### 5. DEFERRED CONTRIBUTIONS

The amounts representing deferred contributions, operating and capital, at the end of 2019 and 2018 are restricted in the manner in which such funds may be used. The restrictions are determined by contractual arrangements between CPAWS and the specific funding organization.

		Opening balance						ecognized s revenue	 2019
Alberta Gaming revenue Castle wilderness Education grants Land use framework and parks Other	\$	59,689 16,623 115,987 142,915 9,662	\$	41,945 359,523 176,003 -	\$ 35,628 58,568 294,250 207,513 5,529	\$ 24,061 - 181,260 111,405 4,133			
Deferred contributions - Operations		344,876		577,471	 601,488	320,859			
Deferred contributions - Capital Assets		3,053		3,640	 2,285	 4,408			
Total deferred contributions	\$	347,929	\$	581,111	\$ 603,773	\$ 325,267			

## 6. LEASE COMMITMENTS

CPAWS entered into a three year lease for office space including charges for telephone and internet services at the Bob Niven Centre at Canada Olympic Park in Calgary, Alberta, commencing on November 1, 2017 and expiring on October 31, 2019. Future minimum lease and service payments at March 31, 2019 are:

April 2019 - October 2019

9,478

\$

## 7. INTERNALLY RESTRICTED OPERATING RESERVE

During the year, \$180,000 was transferred from unrestricted net assets to an internally restricted operating reserve. The purpose of the operating reserve is to have an adequate level of funding to maintain ongoing operations in the event of a financial shortfall or to fund nonrecurring expenses that build long-term capacity.

## Year Ended March 31, 2019

#### 8. EMPLOYEE BENEFITS

CPAWS' full-time and qualifying part-time employees receive certain registered retirement savings pension plan, health care and insurance benefits.

Under CPAWS' non-contributory self-directed employee registered retirement savings pension plan, employee contributions are matched by CPAWS to a maximum of 4% of the employee's gross salary. Under this arrangement, the contributions made by CPAWS on behalf of employees are invested and controlled by the employees. The individual plans are managed by a third party financial institution. In 2019, CPAWS paid \$11,281 (2018 - \$9,197) into these plans.

CPAWS also provides health care and life insurance coverage while qualified employees are working for CPAWS. Under these employee joint cost sharing plans, once employment ceases, the coverage is terminated. In 2019 CPAWS paid \$16,797 (2018 - \$12,666) with respect to health care and insurance coverage.

#### 9. FINANCIAL INSTRUMENTS

CPAWS is exposed to various risks through its financial instruments. The following analysis provides a measure of the entity's risk exposure and concentrations at the statement of financial position date.

#### Credit risk

Credit risk arises from the possibility that third parties may default on their financial obligations. CPAWS is exposed to credit risk on cash and cash equivalents, accounts receivable and due from CPAWS National.

CPAWS' credit risk exposure on cash and cash equivalents is minimized substantially by ensuring that cash and guaranteed investment certificates are held with credible financial institutions.

CPAWS' accounts receivable are due from a diverse group of customers and as such are subject to normal credit risks.

CPAWS is exposed to a concentration of credit risk to the extent that \$50,488 (2018 - \$152,881) of donations and grants receivable are held with CPAWS National. Of this amount, \$21,229 (2018 - \$84,379) is over 90 days overdue, reflective of the term of project work over which funding will be received. CPAWS has not set up an allowance in relation to these receivables, nor have they ever experienced bad debts in relation to the amounts owing from CPAWS National.

#### Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk, interest rate risk, and other price risk as further described below.

#### Currency risk

Currency risk is the risk that the value of financial instruments denominated in currencies other than the reporting currency of CPAWS will fluctuate due to changes in foreign exchange rates. CPAWS is not exposed to significant currency rate risk.

## Year Ended March 31, 2019

#### 9. FINANCIAL INSTRUMENTS (continued)

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. CPAWS is exposed to interest rate risk to the extent that the guaranteed investment certificate carries a fixed rate of interest.

#### Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. CPAWS is not exposed to significant other price risk.

#### Liquidity risk

Liquidity risk is the risk that CPAWS will encounter difficulty in meeting obligations associated with financial liabilities. CPAWS is not exposed to significant liquidity risk.