

ALBERTA BICYCLE ASSOCIATION

EDMONTON, ALBERTA

FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2018

INDEPENDENT AUDITORS' REPORT

To the Board of the Alberta Bicycle Association

Opinion

We have audited the financial statements of the Alberta Bicycle Association (the "Association"), which comprise the statement of financial position as at December 31, 2018, 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 Association as at December 31, 2018, and the results of its operations and the changes in its net assets and 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 Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe 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 Association'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 Association or to cease operations, or has no realistic alternative but to do so.

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

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Auditor's Responsibility 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 it 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 Association's internal control.
- Evaluate the appropriateness of accounting policies 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 Association'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 Association 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.

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta

April 26, 2019

ALBERTA BICYCLE ASSOCIATION
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2018

	<u>2018</u>	<u>2017</u>
<u>ASSETS</u>		
Current Assets		
Cash and cash equivalents (Note 3)	\$ 544,774	\$ 518,057
Accounts receivable (Note 4)	40,699	38,072
Prepaid expenses	<u>528</u>	<u>528</u>
	586,001	556,657
Tangible Capital Assets (Note 5)	<u>29,478</u>	<u>40,168</u>
	<u>\$ 615,479</u>	<u>\$ 596,825</u>
 <u>LIABILITIES AND NET ASSETS</u>		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 7,975	\$ 26,525
Goods and Services Tax payable	16,382	14,202
Deferred contributions - operating (Note 6)	<u>102,157</u>	<u>75,461</u>
	126,514	116,188
Deferred contributions - tangible capital assets (Note 7)	<u>3,440</u>	<u>6,881</u>
	<u>129,954</u>	<u>123,069</u>
Net Assets		
Invested in tangible capital assets	26,037	33,287
Unrestricted	<u>459,488</u>	<u>440,469</u>
	<u>485,525</u>	<u>473,756</u>
	<u>\$ 615,479</u>	<u>\$ 596,825</u>

APPROVED ON BEHALF OF THE BOARD:

_____ Director

_____ Director

The accompanying notes are an integral part of these financial statements.

ALBERTA BICYCLE ASSOCIATION
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>2018</u>	<u>2017</u>
Revenue		
Licenses and memberships	\$ 425,390	\$ 431,620
Grants (Note 8)	109,128	115,223
Program fees	55,273	63,737
Casino	45,981	43,194
Races	37,012	36,995
Fundraising	19,415	23,028
Amortization of deferred capital contributions	3,441	3,441
Miscellaneous	2,760	22,457
Interest	<u>656</u>	<u>655</u>
	<u>699,056</u>	<u>740,350</u>
Expenses		
Salaries, wages and benefits	217,755	202,596
Insurance	138,386	155,693
Racing programs (Schedule I)	101,589	145,720
BMX programs (Schedule II)	64,559	54,446
High performance coaching	39,422	40,140
Canadian Cycling Association	38,939	42,391
Office	20,043	12,662
Bank charges	18,758	18,126
Amortization	10,691	6,928
Professional fees	10,330	10,993
Event hosting	8,391	13,667
Telephone	5,161	3,775
Rent	3,098	3,027
Marketing	3,084	5,799
Coach evaluations	2,367	-
Meetings	2,202	3,472
Van	1,993	6,088
Recreation and transportation programs	519	903
Bad debt	<u>-</u>	<u>8,801</u>
	<u>687,287</u>	<u>735,227</u>
Excess of Revenue over Expenses	\$ <u><u>11,769</u></u>	\$ <u><u>5,123</u></u>

ALBERTA BICYCLE ASSOCIATION
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2018

	Invested in Tangible Capital <u>Assets</u>	<u>Unrestricted</u>	2018 <u>Total</u>	2017 <u>Total</u>
Balance, Beginning of Year	\$ 33,287	\$ 440,469	\$ 473,756	\$ 468,633
Excess of Revenue over Expenses	-	11,769	11,769	5,123
Amortization of Tangible Capital Assets	(10,691)	10,691	-	-
Amortization of Deferred Capital Contributions	<u>3,441</u>	<u>(3,441)</u>	<u>-</u>	<u>-</u>
Balance, End of Year	\$ <u>26,037</u>	\$ <u>459,488</u>	\$ <u>485,525</u>	\$ <u>473,756</u>

ALBERTA BICYCLE ASSOCIATION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>2018</u>	<u>2017</u>
Operating Activities		
Cash from operations		
Excess of revenue over expenses	\$ 11,769	\$ 5,123
Items not affecting cash:		
Amortization of tangible capital assets	10,691	6,928
Amortization of deferred capital contributions	<u>(3,441)</u>	<u>(3,441)</u>
	19,019	8,610
Change in non-cash working capital:		
Accounts receivable	(2,627)	3,663
Prepaid expenses	-	(528)
Accounts payable and accrued liabilities	(18,551)	19,445
Goods and Services Tax payable	2,180	(22,195)
Deferred contributions - operating	<u>26,696</u>	<u>(50,367)</u>
	26,717	(41,372)
Investing Activities		
Purchase of property and equipment	<u>-</u>	<u>(11,289)</u>
Change in Cash and Cash Equivalents During the Year	26,717	(52,661)
Cash and Cash Equivalents, Beginning of Year	<u>518,057</u>	<u>570,718</u>
Cash and Cash Equivalents, End of Year	<u>\$ 544,774</u>	<u>\$ 518,057</u>

ALBERTA BICYCLE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2018

1. NATURE OF OPERATIONS

The Association was established to be the organizing body which promotes all aspects of cycling in Alberta. The Association is a not-for-profit organization incorporated under *The Societies Act* of Alberta and is exempt from income tax under section 149(1)(l) of the Income Tax Act.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Revenue Recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Licenses, membership dues, program and race fees are recognized as revenue in the year to which they relate.

Cash and Cash Equivalents

Cash and cash equivalents include cash and guaranteed investment certificates that are readily converted into known amounts of cash and are subject to an insignificant change in value. The guaranteed investment certificates are held for the purpose of meeting short-term cash commitments rather than for investing.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Contributed tangible capital assets are recorded at fair value at the date of contribution. When a tangible capital asset no longer contributes to the Association's ability to provide services or the value of future economic benefits associated with the tangible capital asset is less than its net book value, the carrying value of the tangible capital asset is reduced to reflect the decline in the asset's value. Any net write-downs are accounted for as expenses in the statement of operations.

Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Office equipment	3 years	Straight-line basis
Trailers	10 years	Straight-line basis
Vehicles	10 years	Straight-line basis
Timing equipment	3 years	Straight-line basis
BMX equipment	3 years	Straight-line basis
Computer software	3 years	Straight-line basis

ALBERTA BICYCLE ASSOCIATION
NOTES TO FINANCIAL STATEMENTS (CONT'D)
DECEMBER 31, 2018

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Uncertainty

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the recorded amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management's estimates include the useful lives of tangible capital assets and the corresponding rates of amortization. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

Financial Instruments

Measurement of financial instruments

The Association initially measures its financial assets and financial liabilities at fair value and subsequently measures all financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and cash equivalents and accounts receivable.

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

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statement of operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no 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.

3. CASH AND CASH EQUIVALENTS

Cash and cash equivalents include restricted funds of \$93,426 (2017 - \$69,055). These funds are derived from the Association's casino activities and are restricted in their use, subject to the terms and conditions of the Association's casino license.

Cash and cash equivalents include one guaranteed investment certificate for \$116,467 earning interest at a rate of 0.5%, maturing in January 2019.

4. ACCOUNTS RECEIVABLE

	<u>2018</u>	<u>2017</u>
Trade receivables	\$ 50,573	\$ 47,946
Interest receivable	553	553
Allowance for doubtful accounts	<u>(10,427)</u>	<u>(10,427)</u>
	<u>\$ 40,699</u>	<u>\$ 38,072</u>

ALBERTA BICYCLE ASSOCIATION
NOTES TO FINANCIAL STATEMENTS (CONT'D)
DECEMBER 31, 2018

5. TANGIBLE CAPITAL ASSETS

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2018</u>	<u>2017</u>
Trailers	\$ 42,670	\$ 34,022	\$ 8,648	\$ 12,914
Vehicles	26,608	13,304	13,304	15,965
Timing equipment	16,814	9,288	7,526	11,289
Office equipment	43,781	43,781	-	-
BMX equipment	1,386	1,386	-	-
Computer software	<u>1,054</u>	<u>1,054</u>	<u>-</u>	<u>-</u>
	<u>\$ 132,313</u>	<u>\$ 102,835</u>	<u>\$ 29,478</u>	<u>\$ 40,168</u>

6. DEFERRED CONTRIBUTIONS - OPERATING

Deferred contributions represent restricted operating funding received or receivable in the current year for which the corresponding expenses have not yet been incurred.

	<u>2018</u>	<u>2017</u>
Casino funding	\$ 93,426	\$ 69,055
Memberships	<u>8,731</u>	<u>6,406</u>
	<u>\$ 102,157</u>	<u>\$ 75,461</u>

7. DEFERRED CONTRIBUTIONS - TANGIBLE CAPITAL ASSETS

Deferred contributions related to tangible capital assets represent contributions received to fund tangible capital asset purchases.

	<u>2018</u>	<u>2017</u>
Balance, beginning of year	\$ 6,881	\$ 10,322
Amounts amortized	<u>(3,441)</u>	<u>(3,441)</u>
Balance, end of year	<u>\$ 3,440</u>	<u>\$ 6,881</u>

ALBERTA BICYCLE ASSOCIATION
NOTES TO FINANCIAL STATEMENTS (CONT'D)
DECEMBER 31, 2018

8. GRANT REVENUE

	<u>2018</u>	<u>2017</u>
Alberta Sport Connection:		
Annual Association Grant	\$ 71,228	\$ 65,223
High Performance Coaching	27,000	18,000
Donation Fund	3,500	12,000
Alberta Summer Games	3,400	-
Coach Education	2,000	-
Coach Evaluation	2,000	-
Canada Summer Games	<u>-</u>	<u>20,000</u>
	<u>\$ 109,128</u>	<u>\$ 115,223</u>

9. FINANCIAL INSTRUMENTS

It is management's opinion that the Association is not exposed to significant credit, liquidity, market, currency, interest rate or other price risk through its financial instruments which include cash and cash equivalents, accounts receivable and accounts payable and accrued liabilities.

ALBERTA BICYCLE ASSOCIATION**SCHEDULE I****RACING PROGRAM EXPENSES****FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
Provincial team	\$ 41,931	\$ 90,143
Events	27,471	27,906
Commissaire	14,290	15,114
Coaching development	8,589	5,914
Medals and awards	4,317	2,844
Committee meetings	2,503	887
Equipment and supplies	<u>2,488</u>	<u>2,912</u>
	<u>\$ 101,589</u>	<u>\$ 145,720</u>

ALBERTA BICYCLE ASSOCIATION**SCHEDULE II****BMX PROGRAM EXPENSES****FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
Club remittance	\$ 32,240	\$ 20,405
Provincial team	29,014	29,123
Committee meetings	1,340	1,540
Medals and awards	1,024	672
Commissaire	500	-
Miscellaneous	323	351
Advertising	118	-
Events	-	2,000
Technical delegate	<u>-</u>	<u>355</u>
	<u>\$ 64,559</u>	<u>\$ 54,446</u>