

ALBERTA BICYCLE ASSOCIATION

EDMONTON, ALBERTA

FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

Draft

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, 2020, 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, 2020, 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
February 22, 2021

ALBERTA BICYCLE ASSOCIATION
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
<u>ASSETS</u>		
Current Assets		
Cash and cash equivalents (Note 3)	\$ 466,533	\$ 436,710
Accounts receivable (Note 4)	26,695	69,932
Prepaid expenses	<u>515</u>	<u>40,755</u>
	493,743	547,397
Tangible Capital Assets (Note 5)	<u>15,858</u>	<u>27,430</u>
	\$ <u>509,601</u>	\$ <u>574,827</u>
<u>LIABILITIES AND NET ASSETS</u>		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 7,000	\$ 10,643
Goods and Services Tax payable	6,807	13,387
Deferred contributions - operating (Note 6)	<u>35,936</u>	<u>51,420</u>
	<u>49,743</u>	<u>75,450</u>
Net Assets		
Invested in tangible capital assets	15,858	27,430
Unrestricted	<u>444,000</u>	<u>471,947</u>
	<u>459,858</u>	<u>499,377</u>
	\$ <u>509,601</u>	\$ <u>574,827</u>

APPROVED ON BEHALF OF THE BOARD:

_____ Director

_____ Director

ALBERTA BICYCLE ASSOCIATION
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
Revenue		
Licenses and memberships	\$ 188,429	\$ 442,097
Grants (Note 8)	147,703	114,251
Canada emergency wage subsidy	84,816	-
Program fees	12,275	53,345
Miscellaneous	2,500	2,580
Casino	557	68,746
Interest	104	1,830
Races	-	28,509
Fundraising	-	18,596
Amortization of deferred capital contributions	-	3,441
	<u>436,384</u>	<u>733,395</u>
Expenses		
Salaries and benefits	242,724	219,192
Insurance	91,730	133,226
Racing programs (Schedule I)	25,840	106,279
Bank charges	17,322	17,937
Safety initiative	13,133	9,740
Office	12,317	29,295
Covid relief funding	12,000	-
Amortization	11,572	15,013
Professional fees	10,992	11,440
BMX programs (Schedule II)	9,320	58,559
Van	7,446	5,489
Telephone	5,210	5,297
Donation fund	5,000	-
Marketing	3,764	1,718
Rent	3,121	3,121
Meetings	1,961	1,918
Bad debt	1,874	9,646
Recreation and transportation programs	577	624
Event hosting	-	7,005
Canadian Cycling Association	-	44,086
High performance coaching	-	39,958
	<u>475,903</u>	<u>719,543</u>
Excess (Deficiency) of Revenue over Expenses	\$ <u>(39,519)</u>	\$ <u>13,852</u>

ALBERTA BICYCLE ASSOCIATION
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2020

	Invested in Tangible Capital <u>Assets</u>	<u>Unrestricted</u>	<u>2020 Total</u>	<u>2019 Total</u>
Balance, Beginning of Year	\$ 27,430	\$ 471,947	\$ 499,377	\$ 485,525
Excess (deficiency) of Revenue over Expenses	-	(39,519)	(39,519)	13,852
Amortization of Tangible Capital Assets	<u>(11,572)</u>	<u>11,572</u>	<u>-</u>	<u>-</u>
Balance, End of Year	\$ <u><u>15,858</u></u>	\$ <u><u>444,000</u></u>	\$ <u><u>459,858</u></u>	\$ <u><u>499,377</u></u>

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ALBERTA BICYCLE ASSOCIATION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
Operating Activities		
Cash and cash equivalents from operations		
Excess (deficiency) of revenue over expenses	\$ (39,519)	\$ 13,852
Items not affecting cash and cash equivalents:		
Amortization of tangible capital assets	11,572	15,013
Amortization of deferred capital contributions	<u>-</u>	<u>(3,441)</u>
	(27,947)	25,424
 Change in non-cash working capital:		
Accounts receivable	43,237	(29,232)
Prepaid expenses	40,240	(40,227)
Accounts payable and accrued liabilities	(3,643)	2,668
Goods and Services Tax payable	(6,580)	(2,995)
Deferred contributions - operating	<u>(15,484)</u>	<u>(50,737)</u>
	29,823	(95,099)
 Investing Activities		
Purchase of tangible capital assets	<u>-</u>	<u>(12,965)</u>
 Change in Cash and Cash Equivalents During the Year	29,823	(108,064)
 Cash and Cash Equivalents, Beginning of Year	<u>436,710</u>	<u>544,774</u>
 Cash and Cash Equivalents, End of Year	<u>\$ 466,533</u>	<u>\$ 436,710</u>

ALBERTA BICYCLE ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2020

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, 2020

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 \$24,123 (2019 - \$47,064). These funds are derived from the Association's casino activities and grants and are restricted in their use, subject to the terms and conditions of the Association's casino license and grant funding agreements.

Cash and cash equivalents include one guaranteed investment certificate for \$118,796 earning interest at a rate of 0.28%, maturing in January 2021.

4. ACCOUNTS RECEIVABLE

	<u>2020</u>	<u>2019</u>
Trade receivables	\$ 21,938	\$ 37,016
Other receivables	15,184	43,343
Allowance for doubtful accounts	<u>(10,427)</u>	<u>(10,427)</u>
	<u>\$ 26,695</u>	<u>\$ 69,932</u>

ALBERTA BICYCLE ASSOCIATION
NOTES TO FINANCIAL STATEMENTS (CONT'D)

DECEMBER 31, 2020

5. TANGIBLE CAPITAL ASSETS

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2020</u>	<u>2019</u>
Trailers	\$ 42,670	\$ 39,116	\$ 3,554	\$ 4,381
Vehicles	26,608	18,625	7,983	10,643
Timing equipment	29,779	25,458	4,321	12,406
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>\$ 145,278</u>	<u>\$ 129,420</u>	<u>\$ 15,858</u>	<u>\$ 27,430</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>2020</u>	<u>2019</u>
Casino funding	\$ 24,123	\$ 24,680
Sponsorships	10,000	-
Memberships	1,813	4,356
Alberta Transportation grant	-	15,260
Western Canada Summer Games grant	<u>-</u>	<u>7,124</u>
	<u>\$ 35,936</u>	<u>\$ 51,420</u>

7. GRANT REVENUE

	<u>2020</u>	<u>2019</u>
Alberta Government:		
Annual Association Grant	\$ 80,319	\$ 79,635
Canada Summer Games	20,000	-
COVID-19	20,000	-
Western Canada Summer Games	7,124	6,876
Donation Fund	5,000	-
High Performance Coaching	-	18,000
Alberta Transportation Grant	<u>15,260</u>	<u>9,740</u>
	<u>\$ 147,703</u>	<u>\$ 114,251</u>

8. 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.

9. UNCERTAINTY DUE TO COVID-19

On March 17, 2020, the Province of Alberta declared a public health emergency in response to the COVID-19 pandemic. Many businesses and individuals in a variety of sectors may experience an economic loss due to COVID-19 which may have a financial impact on the Association. An estimate of the potential financial impact cannot be made at this time.

ALBERTA BICYCLE ASSOCIATION

SCHEDULE I

RACING PROGRAM EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
Provincial team	\$ 10,389	\$ 39,121
Events	9,176	29,723
Medals and awards	5,003	3,594
Commissaire	744	16,530
Coaching development	358	6,543
Committee meetings	170	4,006
Equipment and supplies	-	6,352
Courses, camps and clinics	-	410
	<u>\$ 25,840</u>	<u>\$ 106,279</u>

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ALBERTA BICYCLE ASSOCIATION

SCHEDULE II

BMX PROGRAM EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
Club remittance	6,700	18,180
Provincial team	\$ 1,178	\$ 35,516
Medals and awards	905	772
Miscellaneous	314	637
Committee meetings	223	402
Events	-	2,000
Commissaire	-	500
Coaching	-	498
Technical delegate	-	54
Advertising	-	-
	<u> </u>	<u> </u>
	\$ <u>9,320</u>	\$ <u>58,559</u>

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