

**Community Futures
Peace Country
Financial Statements**

March 31, 2020

Community Futures Peace Country

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Year Ended March 31, 2020

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Independent Auditor's Report

To the Board of Community Futures Peace Country:

Opinion

We have audited the financial statements of Community Futures Peace Country (the "Organization"), which comprise the statement of financial position as at March 31, 2020, the results of its operations, change in unrestricted and restricted fund balances 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, 2020, 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 Auditor's 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 these 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 related 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.

Auditor's 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 auditor's 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 auditor's 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 auditor's 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.

Peace River, Alberta

June 15, 2020

MNP LLP

Chartered Professional Accountants

Community Futures Peace Country Statement of Financial Position

As at March 31, 2020

	<u>Loan Investment Funds</u>				2020	2019
	WD					
		Conditionally Repayable	WD Non- Repayable	WD Disabled		
	WD Operating Fund	Investment Fund	Investment Fund	Investment Fund		
Assets						
Current						
Cash in bank and short term investments	165,051	227,253	118,242	73,277	583,823	678,914
Accounts receivable	37,119	23,663	25,846	-	86,628	108,424
Prepaid expenses	13,099	-	-	-	13,099	2,529
Assets held for resale	-	75,000	-	-	75,000	100,000
Current portion of loans	-	393,427	101,027	41,091	535,545	537,678
	215,269	719,343	245,115	114,368	1,294,095	1,427,545
Property and equipment (Note 3)	289,102	-	-	-	289,102	299,405
Investment loans receivable net of allowance for credit loss (Note 5)	-	2,343,537	828,811	175,497	3,347,845	3,069,722
Less: current portion	-	(393,427)	(101,027)	(41,091)	(535,545)	(537,678)
	-	1,950,110	727,784	134,406	2,812,300	2,532,044
Total assets	504,371	2,669,453	972,899	248,774	4,395,497	4,258,994
Liabilities and fund balances						
Current						
Short-term debt (Note 7)	-	250,000	-	-	250,000	100,000
Accounts payable (Note 8)	59,420	-	18,263	130	77,813	72,918
Deferred revenue (Note 11)	42,403	-	-	-	42,403	38,518
Current portion of long-term debt (Note 12)	17,533	-	-	-	17,533	17,533
	119,356	250,000	18,263	130	387,749	228,969
Long-term debt (Note 12)	54,062	-	-	-	54,062	71,595
	173,418	250,000	18,263	130	441,811	300,564
Fund Balances						
Invested in property and equipment	217,508	-	-	-	217,508	210,277
Externally restricted (Note 6)	-	2,419,453	954,636	248,644	3,622,733	3,618,261
Unrestricted	113,445	-	-	-	113,445	129,892
	330,953	2,419,453	954,636	248,644	3,953,686	3,958,430
Total liabilities and fund balances	504,371	2,669,453	972,899	248,774	4,395,497	4,258,994
Approved on behalf of the Board						

Director

Director

See accompanying notes to the financial statements

Community Futures Peace Country
Statement of Earnings (Loss) and Changes in Unrestricted Fund Balance

Year Ended March 31, 2020

	2020	2019
Revenue		
WD contribution	309,963	309,963
Bank interest	2,894	743
Project admin fee	2,500	-
Program revenues (Note 10)	13,464	38,387
Loan and technical fees	22,075	11,450
	350,896	360,543
Operating expenses		
Advertising and promotion	2,575	2,205
Amortization	10,302	10,302
Bad debt	1,311	350
Bank charges	819	1,102
Board members expenses	6,792	6,257
Books and publications	67	38
CED expenses	-	3,000
Contractor expenses	29,811	50,571
Insurance and memberships	5,019	4,931
Janitorial	9,626	8,351
Legal and audit fees	15,985	15,645
Loan expenses	3,499	2,452
Long term interest	4,026	4,625
Meeting expenses	3,408	2,265
Non-refundable GST	4,711	3,686
Office supplies and postage	10,851	10,506
Repairs and maintenance	28,577	780
Salaries and benefits	197,186	184,598
Small equipment and furniture	3,129	48
Special projects - other	22,967	39,133
Staff development	597	727
Staff travel	4,281	5,241
Utilities	12,836	12,484
	378,375	369,297
Net earnings (loss) for the year	(27,479)	(8,754)
Unrestricted Net Assets, beginning of year	129,892	127,937
Transfer from restricted fund	18,263	17,940
Transfer to/from investment in property and equipment	(7,231)	(7,231)
Unrestricted Net Assets, end of year	113,445	129,892

See accompanying notes to the financial statements

Community Futures Peace Country Statement of Earnings and Changes in Restricted Fund Balances

Year Ended March 31, 2020

<u>Loan Investment Funds</u>					
	<i>WD</i>			2020	2019
	<i>Conditionally Repayable Investment Fund</i>	<i>WD Non- Repayable Investment Fund</i>	<i>WD Disabled Investment Fund</i>		
Revenue					
Interest and fees on investments and bank account	-	-	-	-	-
Investment fees	5,462	-	-	5,462	8,901
Interest on loans	194,507	67,184	15,713	277,404	299,089
	199,969	67,184	15,713	282,866	307,990
Expenses					
Bank and investment charges	16,086	-	-	16,086	28,068
Long term interest - CFLIP	7,677	-	-	7,677	9,334
Bad debts (recoveries)	180,614	55,934	(84)	236,464	48,472
GST expense (recoveries)	(96)	-	-	(96)	123
	204,281	55,934	(84)	260,131	85,997
Net earnings for the year	(4,312)	11,250	15,797	22,735	221,993
Interfund transfers	(1,982)	149	1,833	-	-
Transfer to general fund	-	(18,263)	-	(18,263)	(17,940)
Earned fund balance, beginning of year <i>(Note 6)</i>	1,588,247	611,500	31,014	2,230,761	2,026,708
Earned fund balance, end of year <i>(Note 6)</i>	1,581,953	604,636	48,644	2,235,233	2,230,761
Original contributions	837,500	350,000	200,000	1,387,500	1,387,500
Total fund balance, end of year <i>(Note 6)</i>	2,419,453	954,636	248,644	3,622,733	3,618,261

See accompanying notes to the financial statements

Community Futures Peace Country Statement of Cash Flows

As at March 31, 2020

	WD Conditionally Repayable	WD Non- Repayable	WD Disabled		
	WD Operating Fund	Investment Fund	Investment Fund	Investment Fund	
					2020
					2019
Cash provided by (used) for the following:					
Operating:					
WD Contribution	309,963	-	-	-	309,963
Interest received	2,894	207,286	24,432	17,272	251,884
Other revenue	54,862	5,462	-	-	60,324
Investment loan repayments	-	715,544	88,454	31,765	835,763
Investment loan advances	-	(987,000)	(250,000)	(32,500)	(1,269,500)
Interest and investment expenses paid	(4,845)	(23,667)	-	-	(28,512)
Salaries and benefits	(191,573)	-	-	-	(191,573)
Materials and services	(177,317)	(650)	(17,940)	-	(195,907)
	(6,016)	(83,025)	(155,054)	16,537	(227,558)
					189,456
Investing:					
Purchases of property and equipment	-	-	-	-	-
Transfer out	-	(1,982)	-	-	(1,982)
		(1,982)	-	-	(3,293)
					(1,982)
					(3,293)
Financing:					
Advance (Repayment) of short term debt	-	150,000	-	-	150,000
Repayment of long term debt	(17,533)	-	-	-	(17,533)
Transfer in	-	-	149	1,833	1,982
	(17,533)	150,000	149	1,833	134,449
					(164,240)
Increase (decrease) in cash resources	(23,549)	64,993	(154,905)	18,370	(95,091)
Cash resources, beginning of year	188,600	162,260	273,147	54,907	678,914
Cash resources, end of year	165,051	227,253	118,242	73,277	583,823
					678,914
Cash resources consists of:					
Cash in bank	165,051	227,253	118,242	73,277	583,823
					678,914

See accompanying notes to the financial statements

Community Futures Peace Country

Notes to the Financial Statements

March 31, 2020

1. Purpose of the organization

Community Futures Peace Country is a community-based organization that provides loans and financial services to small businesses that are otherwise unable to obtain financing. The Corporation is incorporated under the Alberta Companies Act as a non-profit organization. It is exempt from income taxes under the Income Tax Act as a non-profit organization.

2. Significant accounting policies

Revenue Recognition — Restricted Fund Method

Community Futures Peace Country follows the restricted method of accounting for contributions.

The General Fund accounts for the organization's operating costs and general revenues. This fund reports unrestricted resources and restricted operating grants.

The Investment Fund reports restricted resources that are to be used for assistance to small businesses and entrepreneurs in the form of loans, loan guarantees or equity participation. Loans from Investment Fund for the Disabled are limited to businesses owned and operated by disabled entrepreneurs. The organization is restricted in the types of loans that can be made according to its agreement with the federal government.

Property and equipment

Property and equipment acquisitions over \$1,000 are recorded at cost.

Property and equipment are being amortized on a straight-line basis over their estimated useful lives as follows:

Computer equipment	4 years
Equipment between \$1,000 and \$5,000	5 years
Equipment over \$5,000	10 years
Buildings	30 years

Cash and cash equivalents

Cash and cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less.

Measurement Uncertainty

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 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.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of Property and Equipment.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in earnings in the periods in which they become known.

Community Futures Peace Country

Notes to the Financial Statements

March 31, 2020

2. Significant accounting policies (continued)

Financial Instruments

Held for trading

The Corporation has classified the following financial assets and liabilities as held for trading: cash and short term investments. These instruments are initially recognized at their fair value. Fair value is approximated by the instrument's initial cost in a transaction between unrelated parties. Transactions to purchase or sell these items are recorded on the settlement date.

Held for trading financial instruments are initially and subsequently measured at their fair value. Gains and losses arising from changes in fair value are recognized immediately in the statement of revenues and expenses.

Loans and receivables

The Corporation has classified the following financial assets as loans and receivables: trade accounts receivable and long term loans receivable. These assets are initially recognized at their fair value. Fair value is approximated by the instrument's initial cost in a transaction between unrelated parties. Transactions to purchase or sell these items are recorded on the settlement date.

Loans and receivables are subsequently measured at their amortized cost, using the effective interest method. Under this method, estimated future cash receipts are exactly discounted over the asset's expected life, or other appropriate method, to its net carrying value. Amortized cost is the amount at which the financial asset is measured at initial recognition less principal repayments, plus or minus the cumulative amortization using the effective interest method of any difference between that initial amount and the maturity amount, and less any reduction for impairment or uncollectibility. Gains or losses arising from changes in fair value are recognized in excess of revenues and expenses upon derecognition or impairment.

Other financial liabilities

The Corporation has classified the following financial liabilities as other financial liabilities: accounts payable and accruals, short-term debt and long term debt. These liabilities are initially recognized at their fair value. Fair value is approximated by the instrument's initial cost in a transaction between unrelated parties. Transactions to purchase or sell these items are recorded on the settlement date.

Other financial liabilities are subsequently measured at amortized cost using the effective interest method. Under this method, estimated future cash payments are exactly discounted over the liability's expected life, or other appropriate period, to its net carry value. Amortized cost is the amount at which the financial liability is measured at initial recognition less principal repayments, and plus or minus the cumulative amortization using the effective interest method of any difference between that initial amount and the maturity amount. Gains and losses arising from changes in fair value are recognized in excess of revenues over expenses upon derecognition or impairment.

Community Futures Peace Country

Notes to the Financial Statements

March 31, 2020

2. Significant accounting policies (continued)

Long-lived assets and discontinued operations

Long-lived assets consist of property and equipment with finite useful lives. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The organization performs impairment testing on long-lived assets held for use whenever events or changes in circumstances indicate that the carrying amount of an asset, or group of assets, may not be recoverable. The carrying amount of a long-lived asset is not recoverable if the carrying amount exceeds the sum of the undiscounted future cash flows from its use and disposal. If the carrying amount is not recoverable, impairment is then measured as the amount by which the asset's carrying amount exceeds its fair value. Fair value is measured using prices for similar items. Any impairment is included in earnings for the year.

Long-lived assets are classified as held for sale when all of the following criteria are met:

- The Board of Directors, having the authority to approve the action, commits the organization to a plan to sell the assets;
- The asset is available for immediate sale in its present condition;
- The organization has initiated an active program to locate a buyer;
- The sale is probable, and is expected to qualify for recognition as a completed sale within one year;
- The asset is being actively marketed for sale at a reasonable price relative to its fair value; and
- It is unlikely that the plan to sell the asset will be withdrawn or that significant changes will be made to the plan.

Long-lived assets classified as held for sale are initially measured at the lower of the carrying amount and fair value less costs to sell, and are not amortized. Subsequent increases in fair value not in excess of the cumulative loss previously recorded are recognized as gains.

Community Futures Peace Country Notes to the Financial Statements

March 31, 2020

3. Property and equipment

	<i>Cost</i>	<i>Accumulated Depreciation</i>	2020 Net Book Value	<i>2019 Net Book Value</i>
Building	298,000	109,267	188,733	198,667
Computer equipment	8,373	8,373	-	-
Equipment \$1,000 - \$5,000	24,838	24,469	369	738
Equipment over \$5,000	23,859	23,859	-	-
Land	100,000	-	100,000	100,000
	455,070	165,968	289,102	299,405

4. Allowance for Credit Loss

An allowance for losses on investment loans is made based on expected loan default rates, potential loss ratios and review of loan portfolios, as determined by management, as follows:

	<i>2019 Ending Balance</i>	<i>Written Off</i>	<i>Recovery</i>	<i>Provision for Credit Losses</i>	2020 Ending Balance
WD Conditionally Repayable Investment Fund	566,831	-	(23,131)	166,004	709,704
WD Non-repayable Investment Fund	231,653	-	-	46,327	277,980
WD Disabled Investment Fund	39,989	-	(51)	-	39,938
	838,473	-	(23,182)	212,331	1,027,622

Actual write-offs, net of recoveries, will be deducted from the allowance for credit losses. The provision for credit losses in the statement of income and changes in fund balances is charged with an amount sufficient to keep the balance in the allowance for credit losses adequate to absorb all credit related losses.

5. Loans receivable

Outstanding loans to entrepreneurs are interest bearing at fixed rates varying from 6% to 10% with monthly principal and interest repayments amortized for terms between 12 and 84 months. Security is taken on these loans as appropriate to the situation, and includes personal guarantees, general security agreements covering business assets and mortgages on land and building. This security is usually subordinated to those of a primary lender.

	<i>WD Conditionally Repayable Investment Fund</i>	<i>WD Non- Repayable Investment Fund</i>	<i>WD Disabled Investment Fund</i>	2020 Total	<i>2019 Total</i>
Investment loans receivable	3,053,241	1,106,791	215,435	4,375,467	3,908,195
Less: Allowance for credit loss (Note 4)	709,704	277,980	39,938	1,027,622	838,473
	2,343,537	828,811	175,497	3,347,845	3,069,722

Community Futures Peace Country
Notes to the Financial Statements
March 31, 2020

6. Externally Restricted Fund Balance

	2020	2019
<u>Loan Investment funds</u>		
Loan Investment Funds restricted to loans and Equity Investments to entrepreneurs		
WD Conditionally Repayable Investment Fund - contributions	837,500	837,500
WD Conditionally Repayable Investment Fund - earned	1,581,953	1,588,247
	2,419,453	2,425,747
WD Non-repayable Investment Fund - contributions	350,000	350,000
WD Non-repayable Investment Fund - earned	604,636	611,500
	954,636	961,500
WD Disabled Investment Fund - contributions	200,000	200,000
WD Disabled Investment Fund - earned	48,644	31,014
	248,644	231,014
	3,622,733	3,618,261

Under the terms and conditions of the contribution agreement between the Corporation and the Department of Western Economic Diversification, the Conditionally Repayable Loan Funds are repayable if any of the following conditions occur:

- i. The Conditionally Repayable Investment Fund is not administered according to the terms and conditions specified in this Agreement; or
- ii. Based on reviews and evaluations of the operations and the Conditionally Repayable Investment Fund of the Corporation, the Conditionally Repayable Investment Fund is not providing a satisfactory level of benefits in terms of employment creation, the development of Community-owned or controlled businesses, and strengthening of the western Canadian economy; or
- iii. In the opinion of the Minister, the Conditionally Repayable Investment Fund is no longer necessary or relevant to the development of the western Canadian economy; or
- iv. The Agreement is Terminated as described in Section 16; or
- v. An event of default occurs, as described in Section 17 of the Agreement; or
- vi. The Minister does not approve terms and conditions to extend the project beyond March 31, 2020.

Community Futures Peace Country Notes to the Financial Statements

March 31, 2020

7. Short-term debt

Short-term debt consists of a line of credit totalling \$1,000,000 (2019 - \$1,000,000) of which \$250,000 was drawn as of March 31, 2020 (2019 - \$100,000). The interest rate included on the line of credit is at prime, effective rate of 2.45% (2019 - prime, effective rate of 3.95%). Funds can be drawn in increments of \$50,000. The line of credit is payable on demand and in any case not later than sixty (60) months following the date of the first loan advance (the loan was first advanced in August 2016). Amount is secured by a demand promissory note executed by the Corporation and related general security agreement securing all assets and undertakings of the borrower.

8. Accounts payable

Included in accounts payable is \$5,181 (2019 - \$4,850) owing to the Receiver General for payroll source deductions.

9. Commitments

As of March 31, 2020, the corporation had no loans (2019 - one loan of \$120,000) that were approved but not disbursed.

10. Program revenues

	2020	2019
Special Projects	13,464	38,387

11. Deferred revenue

During the year, the Corporation administered a number of projects in which they received \$9,200 (2019 - \$21,514) in allocations. Opening deferred revenue was \$12,688 (2019 - \$17,148) for a total revenue stream of \$21,888 (2019 - \$38,662). Of this amount, \$5,315 (2019 - \$25,974) was spent on the related projects. The excess contributions over expenses incurred for 2020 is \$16,573 (2019 - \$12,688) for the program revenues. In addition to this, a WD payment of \$25,830 (2019 - \$25,830) for April 2020 was received in March and included in deferred revenue.

12. Long term debt

	2020	2019
CIBC building mortgage with monthly principal payments of \$1,461 plus interest at prime plus 1.0%, effective rate of 3.45% (2019 - prime plus 1.0%, effective rate of 4.95%), secured by the related land and building with a net book value of \$288,733 (2019 - \$298,667), maturing 2023.	71,595	89,128

Less: current portion	17,533	17,533
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	54,062	71,595
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Principal payments over the next five years are as follows:

2020	17,533
2021	17,533
2022	17,533
2023	17,533
2024	1,463

Community Futures Peace Country

Notes to the Financial Statements

March 31, 2020

13. Economic Dependence

The Corporation receives 88% (2019 - 85%) of its operating revenue from the federal government and is economically dependant upon it.

14. Financial instruments

The organization as part of its operations carries a number of financial instruments. It is management's opinion that the Organization is not exposed to significant interest rate, currency or credit risks arising from these financial instruments except as otherwise disclosed.

15. Subsequent Event

Subsequent to year-end, there is still a global outbreak of COVID-19, which has had a significant impact on not for profit organization operations through the restrictions put in place by the Canadian and provincial governments regarding travel, isolation/quarantine orders, closures of organization facilities, cancellation/postponement of programs and deferral of client loan payments. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the organization as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the virus, and the duration of the outbreak, including the duration of organization facility closures, program and service disruptions, and isolation/quarantine measures that are currently, or may be put, in place by Canada and other countries to fight the virus.