Financial Statements
Year Ended December 31, 2023

# Index to Financial Statements Year Ended December 31, 2023

	Page
INDEPENDENT AUDITOR'S REPORT	1 - 2
FINANCIAL STATEMENTS	
Statement of Financial Position	3
Statement of Changes in Net Assets	4
Statement of Revenues and Expenditures	5
Statement of Cash Flow	6
Notes to Financial Statements	7 - 15



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> July 26, 2024 Edmonton, Alberta

#### INDEPENDENT AUDITOR'S REPORT

To the Directors of St. Albert Community Foundation

### **Qualified Opinion**

We have audited the financial statements of St. Albert Community Foundation (the Foundation), which comprise the statement of financial position as at December 31, 2023, and the statements of changes in net assets, revenues and expenditures and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 2023, and the results of its operations and cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

### **Basis for Qualified Opinion**

In common with many not-for-profit organizations, the Foundation derives revenue from fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Foundation. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended December 31, 2023, current assets and net assets as at December 31, 2023. Our audit opinion on the financial statements for the year ended December 31, 2022 was modified accordingly because of the possible effects of this limitation of scope.

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 Foundation in accordance with 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 qualified audit 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 ASNPO, 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 Foundation'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 Foundation or to cease operations, or has no realistic alternative but to do so.

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

Independent Auditor's Report to the Directors of St. Albert Community Foundation (continued)

### 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 qualified
  audit 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 Foundation'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 Foundation'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 Foundation 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.

Kingston Ross Pasnak LLP

Chartered Professional Accountants

# **Statement of Financial Position**

December 31, 2023

	2023	 2022	
ASSETS			
CURRENT			
Cash and cash equivalents (Note 3)	\$ 248,780	\$ 229,478	
Short term investment (Note 3)	41,304	27,049	
Accounts receivable	 -	 36,711	
	\$ 290,084	\$ 293,238	
LIABILITIES AND NET ASSETS			
CURRENT			
Accounts payable and accrued liabilities (Note 8)	\$ 10,454	\$ 9,039	
Deferred contributions (Note 4)	69,721	71,526	
	80,175	80,565	
NET ASSETS			
Restricted Fund	16,931	9,770	
General Fund	192,978	 202,903	
ET ASSETS Restricted Fund	 209,909	212,673	
	\$ 290,084	\$ 293,238	

ON BEHALF OF THE BOARD

Director

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# Statement of Changes in Net Assets

	Restricted Fund		Ge	neral Fund	2023	2022	
NET ASSETS - BEGINNING OF YEAR	\$	9,770	\$	202,903	\$	212,673	\$ 181,174
(Deficiency) excess of revenues over expenditures		7,161		(9,925)		(2,764)	31,499
NET ASSETS - END OF YEAR	\$	16,931	\$	192,978	\$	209,909	\$ 212,673

ST. ALBERT COMMUNITY FOUNDATION Statement of Revenues and Expenditures Year Ended December 31, 2023

	F	Restricted 2023		General 2023	Total 2023		Total 2022	
REVENUES								
Donations (Nata 5 8)	\$	200 270	Φ.	4 00E	¢	240 475	\$	204 040
received (Notes 5, 8)	Ф	308,370	\$	1,805	\$	310,175	Ф	381,840
Golf tournament		-		120,852		120,852		132,774
Community service recovery				41,000		41,000		
fund Interest		-		8,619		8,619		1,553
Fund administration fees		-		0,019		0,019		36,71
runa administration lees				_				30,71
		308,370		172,276		480,646		552,878
EXPENDITURES								
Donations made (Notes 6, 8)		244,533		1,805		246,338		275,62
Golf tournament		-		105,840		105,840		111,94
Transfer to Edmonton				,		,		,
Community								
Foundation (Note 7)		56,676		_		56,676		113,06
Management contract		,				,		,
fees (Note 8)		_		32,918		32,918		5,31
Community service recovery				,-		,		-,
fund expense		_		16,490		16,490		_
Advertising and				,		,		
promotion (Note 8)		_		10,783		10,783		4,40
Professional fees		_		6,500		6,500		6,90
Office		_		4,816		4,816		2,03
Memberships		-		1,087		1,087		95
Telephone		_		995		995		25
Rental		. <u>-</u>		721		721		44
Meetings		-		246		246		45
		301,209		182,201		483,410		521,37
DEFICIENCY) EXCESS OF REVENUES OVER					_			
EXPENDITURES	\$	7,161	\$	(9,925)	\$	(2,764)	\$	31,49

## **Statement of Cash Flow**

	2023			2022
OPERATING ACTIVITIES				
(Deficiency) excess of revenues over expenditures	\$	(2,764)	\$	31,499
Changes in non-cash working capital:				
Accounts receivable		36,711		2,521
Prepaid expenses		-		613
Accounts payable and accrued liabilities		1,415		3,175
Deferred contributions		(1,805)		(28,474)
		36,321		(22,165)
Cash flow from operating activities		33,557		9,334
INVESTING ACTIVITIES				
Proceeds on disposal of short term investment		27,049		26,739
Purchase of short term investment		(41,304)		(27,049)
Cash flow used by investing activity		(14,255)		(310)
INCREASE IN CASH		19,302		9,024
CASH - BEGINNING OF YEAR		229,478		220,454
CASH - END OF YEAR	\$	248,780	\$	229,478

#### **Notes to Financial Statements**

### Year Ended December 31, 2023

#### PURPOSE OF THE FOUNDATION

St. Albert Community Foundation (the "Foundation") is a not-for-profit organization incorporated provincially under the <u>Societies Act</u> of Alberta. As a registered charity the Foundation is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO). Significant accounting policies observed in the presentation of the financial statements are summarized below.

### Financial instruments

All arm's length financial instruments are initially measured at fair value, and, unless otherwise noted, the Organization subsequently measures its financial instruments at amortized cost.

The Foundation is exposed to risk due to the fluctuations in the market prices of equities and fixed income investments, interest and exchange rates and credit risk on fixed income investments. The risks associated with the Foundation's investments administered by the Edmonton Community Foundation are managed by that foundation's Asset Management Plan and Investment Policies and Guidelines. These policies outline the objectives to ensure that the Foundation's investments are managed effectively, prudently and in compliance with all applicable requirements. The plan, policies and the investment portfolio are reviewed on a regular basis. The policies prescribe an investment asset mix including a degree of liquidity and concentration of limit of foreign content and ratings of debt issuers.

The measurement basis for related party financial instruments is disclosed in Note 7.

#### Cash and cash equivalents

Cash and cash equivalents consist of cash on deposit plus highly liquid short term investments, less cheques issued and outstanding. Highly liquid short term investments consist of Guaranteed Investment Certificates with maturities at the date of purchase of ninety days or less. Because of the short term maturity of these investments, their carrying amount approximates fair value. Restricted cash is internally restricted for contingencies.

### Short term investments

Short term investments, which consist of Guaranteed Investment Certificates with original maturities at date of purchase beyond ninety days and less than twelve months, are carried at amortized cost.

(continues)

### **Notes to Financial Statements**

### Year Ended December 31, 2023

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

### Revenue recognition

St. Albert Community Foundation follows the restricted fund method of accounting for contributions.

Restricted contributions related to general operations are recognized as revenue of the General Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund in the year which they are received or become receivable.

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Interest income is recognized when earned and collection is reasonably assured.

Contributions received directly from endowment funds are administered by the Edmonton Community Foundation and are recognized as revenue, and also as expenditures in the Restricted Fund, when the donation is transferred to the Edmonton Community Foundation.

Golf tournament revenue is recognized when the event has taken place and collectability is reasonably assured.

### Fund accounting

The General Fund accounts for the Foundation's program delivery and administrative activities. This fund reports unrestricted resources and operating grants.

The Restricted Fund reports only externally restricted resources that are to be used for the enhancement of life for those living in St. Albert and Edmonton area and to respond to community priorities and emerging community needs.

### Contributed services

The operations of the Foundation depend on the contribution of time by volunteers. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

#### Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations 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. The following amounts are subject to measurement uncertainty: collectability of accounts receivable and accrual of specific expenses. These estimates are periodically reviewed and any necessary adjustments are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

### **Notes to Financial Statements**

# Year Ended December 31, 2023

3.	CASH AND SHORT TERM INVESTMENTS		
		2023	2022
	Non-restricted cash Restricted cash Reserve cash	\$ 147,859 100,921 -	\$ 116,094 100,433 12,951
************	Total cash and cash equivalents	248,780	229,478
	Reserve short term investments Non-restricted short term investments	40,000 1,304	 27,049 -
***************************************	Total short term investments	41,304	27,049

### 4. DEFERRED CONTRIBUTIONS

Deferred contributions consist of funding that will be used for emergency support that would allow the Organization to respond to urgent needs in the community outside of the normal grant cycle. Restricted contributions for which no corresponding restricted fund is presented is recognized in the general fund in the year in which the related expenses are incurred.

	2023			2022	
Deferred contributions, beginning of year Contributions received Amounts recognized in revenue	\$	71,526 100,000 (101,805)	\$	100,000 - (28,474)	
Deferred contributions, end of year	\$	69,721	\$	71,526	

## **Notes to Financial Statements**

5.	DONA	SMOITA	RECEIVED

		2023		2022
Edmonton Community Foundation Endowment Fund				
Grants	\$	146,826	\$	144,043
Canada Gives	*	101,805	Ψ	128,474
City of St. Albert		11,818		2,225
KDM Helping Hands		10,000		5,000
Lucien Gagne		10,000		-
Stop Abuse in Families		6,002		5,000
Neil Rouse Realty Inc.		5,000		5,000
Canada Helps		4,995		5,345
D. Sallourn		4,867		-
Ken and Wendy Macrae		3,000		1.000
Canadian Parents for French Association		1,442		-
Doug & Carol Campbell		1,000		_
Grant & Jennifer McCurdy		1,000		_
Vaughn Beakhouse		1,000		_
Sparklean Restorations Ltd		1,000		_
Trina & David Alain		420		_
MCW Consultants Ltd		-		25,000
MCW Custom Energy Solutions Ltd		_		25,000
Robert and Helga Rubuliak		_		8,43
Edmonton Minor Hockey Association		_		8,35
Todd and Brenda McGaw		_		5,00
Jason Segger		_		2,58
St. Albert Sturgeon Volleyball Association		_		2,46
Jason and Genevieve Segger		_		2,00
Chad Sekundiak		_		2,00
Fidelity Investments Canada ULC		_		1,50
Bill and Dian McGaw		_		1,00
1832 Asset Management LP		_		1,00
Rena and Todd Williams		_		50
TD Asset Management		_		50
CI Investments		_		25
Barbara Osten		_		100
United Way		_		4
Jennifer Plaquin		-		3
outrillor i laquiti				31
	\$	310,175	\$	381,84

# **Notes to Financial Statements**

6.	GRANT	ALL	OCATIONS.

		2023		2022
St. Albert Public Schools	\$	22,250	\$	19,850
Greater St. Albert Catholic Regional Division	•	18,000	*	6,550
UCCC Trust - APC Chapter		17,176		-
Covenant Foundation		16,250		-
Sturgeon Community Hospital Foundation		16,000		17,113
Transitions Rehabilitation Association		15,000		9,500
STAR Literacy		14,400		6,311
Royal Alexandra Hospital Foundation		14,000		9,364
KDM Helping Hands		10,917		5,000
Outloud Foundation for LGBTQ Community Supports and				,
Services		10,070		-
St. Albert Seniors Association		9,878		5,500
St. Albert Family Resource Centre		9,000		6,900
Kaleo Collective Ltd.		9,000		5,000
Alzheimer Society of Alberta		8,000		_
PALS		7,500		_
Outloud Foundation		7,000		10,862
Stop Abuse in Families Society		6,002		10,000
St. Albert Sturgeon Hospice Association		5,000		10,000
City of St. Albert - St. Albert Public Library		4,333		4,665
Second Chance Animal Rescue Society		3,864		2,603
Wilderness Youth Challenge Program		3,000		5,000
Friends of St. Albert Housing Society		3,000		_
St Albert United Church (Syrian Refugee)		3,000		-
Kids with Cancer Society		2,500		-
Help One Another Canada		2,500		-
Ecole Marie Poburan Parent's Society		2,000		-
Variety Alberta		2,000		-
Mental Health Foundation		1,500		2,000
Big Brothers Big Sisters Edmonton and Area Society		1,500		-
St. Albert Rotary Music Festival Association		1,011		1,582
Canadian Parents for French Association		687		755
St. Albert Community Village and Food Bank		-		55,000
Amigo Relief Missions		-		36,468
Stollery Children's Hospital		-		10,000
Jessica Martel Memorial Foundation		-		8,180
Little Warriors		-		7,500
Big Lake Environment Support Society		-		6,500
St. Albert Bereavement Fellowship		-		4,500
Project Adult Literacy Society		-		2,500
Young Life of Canada		-		2,000
Mental Health Hub (Family Resource Centre)		-		1,917
St. Albert Library		-		1,500
ElderDog Canada		-		1,000
*	\$	246,338	\$	275,620

### **Notes to Financial Statements**

### Year Ended December 31, 2023

## 7. ENDOWMENT FUNDS ADMINISTERED BY THE EDMONTON COMMUNITY FOUNDATION

The St. Albert Community Foundation has entered into a series of agreements with donors and the Edmonton Community Foundation (ECF) by which the ECF has agreed to administer the following funds including any additional contributions received by the Foundation or the ECF. These funds are pooled with the assets of the ECF and may consist of money market funds, bonds and debentures, mortgage funds, real estate investment trusts, or domestic and foreign equities. During the year, the Foundation received funds of \$56,676 (2022 - \$113,062) from various donors that were transferred to the ECF. Included in accounts payable at year-end was \$1,542 (2022 - \$400) that were transferred after year-end.

Under the terms of the agreements the endowment funds are characterized as permanent endowments and are recorded in the accounts of the ECF along with any income earned on the funds. Accordingly, the endowment assets and income are not recognized in the financial statements of the St. Albert Community Foundation. A portion of the income from the funds is paid to the Foundation in the form of grants on an annual basis for administration by the Directors of the Foundation in accordance with the objectives set out in the original donation agreements.

These endowment funds may be transferred back to the Foundation with the consent of the original donor.

Restrictions relating to the distributions from endowment and non-endowment funds are described below:

<u>Community</u> - Donors indicate that distributions are to be made according to the Foundation's general distribution policies and guidelines, primarily in response to applications received from community agencies.

*<u>Field of Interest</u>* - Donor agreements indicate the area(s) of special interest for support.

<u>Scholarships</u>, <u>bursaries</u> and <u>awards</u> - Scholarships, bursaries and awards are granted to students for a wide range of continuing education opportunities.

<u>Designated</u> - Donors indicate one or more specific charities to support.

<u>Donor-advised</u> - Donors consult with the Foundation and regularly advise regarding the distributions from these funds.

<u>Combined purpose</u> - Donors indicate that portions of the net proceeds are to be distributed using some different strategies including discretionary, donor advised and designated

	Fund Balances Dec 31, 2022		Income and Donations Received		Grants Distributed and Fund Expenses		2023	
Community Funds St. Albert Community Fund St. Albert Help Society Fund Petter Family Fund	\$	191,955 70,361 34,336	\$	12,846 4,521 2,198	\$	9,234 3,383 1,652	\$	195,567 71,499 34,882

# Notes to Financial Statements Year Ended December 31, 2023

# 7. ENDOWMENT FUNDS ADMINISTERED BY THE EDMONTON COMMUNITY FOUNDATION (continued)

	Fund Balances Dec 31, 2022	Income and Donations Received	Grants Distributed and Fund Expenses	2023
Jackie & Ed Heitzman Family				
Fund	10,562	679	507	10,734
	307,214	20,244	14,776	312,682
Field of Interest Funds				
Thatcher Neonatal Care Fund	411,185	26,420	19,777	417,828
St. Albert Youth Mental Health				
Fund	131,099	9,635	6,306	134,428
Canadian Parents for French				ŕ
Alberta Branch Fund	17,005	1,093	818	17,280
St. Albert Youth Community				
Centre Fund	12,574	808	605	12,777
	571,863	37,956	27,506	582,313
Scholarships, Business, and Award	s Funds			
St. Albert Humboldt				
Remembrance Award Fund	446,767	28,928	21,492	454,203
Patricia Trudeau Award Fund	215,720	13,875	10,377	219,218
Constable David Wynn Fund	153,400	9,860	7,377	155,883
Shea-Lynn McGaw Award Fund	80,072	7,130	3,858	83,344
Erin James Fund	59,172	4,009	2,845	60,336
Stanley Dennis Memorial Fund	36,108	2,320	1,735	36,693
Coach Rowein Alumni				,
Basketball Scholarship Fund	12,377	796	596	12,577
	1,003,616	66,918	48,280	1,022,254
Designated Funds				
Stop Abuse in Families Fund	148,565	15,754	7,166	157,153
St. Albert Library Future Fund	55,742	15,926	2,760	68,908
Harder Fund	51,526	3,312	2,477	52,361
KDM Helping Hands Legacy		•	,	,
Fund	34,931	12,317	1,683	45,565
Jackie Heitzman Scholarship	90 9 100 00 00	•	,	,
Fund	25,041	1,610	1,203	25,448
	315,805		15,289	349,435

(continues)

### **Notes to Financial Statements**

Year Ended December 31, 2023

# 7. ENDOWMENT FUNDS ADMINISTERED BY THE EDMONTON COMMUNITY FOUNDATION (continued)

		Fund Balances	[	ncome and Donations		Grants istributed and Fund	
	De	ec 31, 2022		Received	E	xpenses	 2023
Donor-Advised Funds							
Jamison Family Fund		821,123		52,777		39,498	834,402
Bruce and Cindy McPherson		150,127		9,649		7,221	152,555
Brick Family Fund		95,655		36,846		4,660	127,841
Charrois Family Fund		78,123		4,995		3,761	79,357
Rouse Family Fund		48,032		8,123		2,312	53,843
Gagne Family Fund		-		11,096		20	11,076
Fischer Family Fund		10,469		673		502	10,640
Fenton Family Fund		-		2,055		7	2,048
Monson Family Fund		-		1,916		2	1,914
Howes Family Fund		-		1,040		2	1,038
Campbell Family Fund		_		1,028		4	1,024
McCurdy Family Fund		-		1,007		_	1,007
		1,203,529		131,205		57,989	1,276,745
Combined Purpose Funds Roger & Rose Hulet Legacy							
Fund		122,964		7,872		E 021	424.045
St. Albert Space Camp Fund		29,800		1,915		5,921	124,915
Ron Hodgson Family Fund		28,968		1,861		1,433	30,282
Shelemey Family Fund		22,305		1,433		1,391	29,438
Davidson Family Fund		15,704		1,433		1,073 756	22,665
Ken & Wendy Macrae Family		13,704		1,009		756	15,957
Fund		12,574		3,927		610	15 004
I ullu							 15,891
		232,315		18,017		11,184	 239,148
	\$	3,634,342	\$	323,259	\$	175,024	\$ 3,782,577

### **Notes to Financial Statements**

### Year Ended December 31, 2023

### 8. RELATED PARTY TRANSACTIONS

The following is a summary of the Foundation's related party transactions:

		2023		2022	
Executive Director Donation received Management contract fees	\$	1,000 (32,918)	\$	-	
Board Members' Contributions  Donation received	\$	4,000	\$	-	
KDM Helping Hands (Common Director) Donations received Grant allocations included in donations made	\$	- (10,917)	\$	5,000 5,000	
Great West Media (Owner is Board Member) Advertising expense	\$	-	\$	2,731	
Included in the accounts payable of the Foundation are the fo	llowing rela	ated party ba	alance	es:	

The transactions with related parties are measured at cost, which is equal to the undiscounted cash

flows received, or expected to be received, not including expected interest and dividends, less any

\$

3,155

\$

### 9. COMPARATIVE FIGURES

previously recognized impairment losses.

Accounts payable Executive Director

Some of the comparative figures have been reclassified to conform to the current year's presentation.