



OUR COMMUNITY. OUR FUTURE.

FINANCIAL STATEMENTS

MARCH 31, 2020





Independent auditor's report

To the Board of Directors of Calgary Catholic Immigration Society

Our opinion

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Calgary Catholic Immigration Society (the Society) 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.

What we have audited

The Society's financial statements comprise:

- the statement of financial position as at March 31, 2020;
- the statement of revenue and expenditures for the year then ended;
- the statement of changes in net assets for the year then ended;
- the statement of cash flows for the year then ended; and
- the notes to the financial statements, which include a summary of significant accounting policies.

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 believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Independence

We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada. We have fulfilled our other ethical responsibilities in accordance with these requirements.

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.

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"PwC" refers to PricewaterhouseCoopers LLP, an Ontario limited liability partnership.



In preparing the financial statements, management is responsible for assessing the Society'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 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.

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 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 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 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.

PricewaterhouseCoopers LLP

Chartered Professional Accountants

Calgary, Alberta
June 8, 2020

Calgary Catholic Immigration Society
Statement of Financial Position
March 31, 2020

	2020 \$	2019 \$
Assets		
Current assets		
Cash & cash equivalents	2,816,054	4,272,056
Term deposits (note 3)	1,766,000	770,515
Restricted cash (note 4(b))	264,603	248,498
Accounts receivable	2,749,224	1,803,173
Prepaid expenses	121,004	74,483
	<u>7,716,885</u>	<u>7,168,725</u>
Capital assets (note 5)	<u>12,248,279</u>	<u>12,297,975</u>
	<u>19,965,164</u>	<u>19,466,700</u>
Liabilities		
Current liabilities		
Accounts payable and accrued liabilities	1,366,735	1,603,048
Deferred revenue	3,533,676	2,492,160
Current portion of long-term debt (note 6)	435,601	424,626
	<u>5,336,012</u>	<u>4,519,834</u>
Long term debt (note 6)	3,957,456	4,407,157
Deferred contributions related to capital assets (note 8)	<u>1,713,531</u>	<u>1,813,334</u>
	<u>11,006,999</u>	<u>10,740,325</u>
Net assets		
Internally restricted (note 4(a))	3,114,051	2,937,598
AMHC reserve fund (note 4(b))	264,603	248,498
Unrestricted net assets	<u>5,579,511</u>	<u>5,540,279</u>
	<u>8,958,165</u>	<u>8,726,375</u>
	<u>19,965,164</u>	<u>19,466,700</u>

Commitments (note 9)

The accompanying notes are an integral part of these financial statements

Approved by the Board of Directors


Chris McNelly, Chair


David Jack, Chair, Finance and Audit

Calgary Catholic Immigration Society

Statement of Revenues and Expenditures

For the year ended March 31, 2020

	2020 \$	2019 \$
Revenues		
Program based funding (note 11)	19,312,772	19,052,272
User fees and other	1,005,250	1,177,273
Donations	208,092	20,059
Rental revenue	18,588	17,699
Amortization of deferred contributions (note 8)	163,120	175,987
Interest	157,502	59,914
	<u>20,865,323</u>	<u>20,503,204</u>
Expenditures		
Wages and employee benefits	15,344,627	14,940,443
Office and other	1,871,462	1,819,443
Education training	1,501,919	1,362,398
Amortization of capital assets	496,777	512,130
Rent, utilities and other	332,467	424,271
Interest on long-term debt	121,875	135,898
Professional fees and program consultants	468,424	391,471
Automobile and transportation	251,102	307,668
Conference and staff development	179,471	179,737
Non-recoverable GST	65,409	79,752
	<u>20,633,533</u>	<u>20,153,211</u>
Excess of revenues over expenditures	<u>231,790</u>	<u>349,993</u>

Calgary Catholic Immigration Society

Statement of Changes in Net Assets

For the year ended March 31, 2020

	Internally restricted (note 4a) \$	AMHC reserve fund (note 4b) \$	Unrestricted net assets \$	Total 2020 \$	Total 2019 \$
Net assets - Beginning of year	2,937,598	248,498	5,540,279	8,726,375	8,376,382
Excess of revenue over expenditure	-	-	231,790	231,790	349,993
Increase in internally restricted	200,000	-	(200,000)	-	-
Use of internally restricted	(23,547)	-	23,547	-	-
Increase of replacement reserve	-	16,105	(16,105)	-	-
Net assets - End of year	<u>3,114,051</u>	<u>264,603</u>	<u>5,579,511</u>	<u>8,958,165</u>	<u>8,726,375</u>

The accompanying notes are an integral part of these financial statements

Calgary Catholic Immigration Society

Statement of Cash Flows

For the year ended March 31, 2020

	2020 \$	2019 \$
Cash provided by (used in)		
Operating activities		
Excess of revenues over expenditures	231,790	349,993
Items not affecting cash		
Amortization of capital assets	496,777	512,130
Amortization of deferred contributions	(163,120)	(175,987)
	565,447	686,136
Net Change in non-cash working capital balances related to operations*	(187,367)	1,058,252
	378,080	1,744,388
Investing activities		
Purchase of capital assets	(447,081)	(290,068)
Increase in deferred contributions related to capital assets	63,317	199,255
Increase in restricted cash	(16,105)	(16,113)
Increase in term deposit	(995,486)	(2,135)
	(1,395,355)	(109,061)
Financing activities		
Repayment of long-term debt	(438,727)	(427,300)
Decrease/Increase in cash for the year	(1,456,002)	1,208,027
Cash and cash equivalents - Beginning of year	4,272,056	3,064,029
Cash and cash equivalents - End of year	2,816,054	4,272,056
Supplemental information		
Cash	2,316,054	3,772,056
Cash equivalents	500,000	500,000
Interest paid	121,875	135,898

*Consists of changes in accounts receivable, prepaid expenses, accounts payable and accrued liabilities and deferred revenue.

The accompanying notes are an integral part of these financial statements

Calgary Catholic Immigration Society

Notes to Financial Statements

March 31, 2020

1 Nature of organization

The Calgary Catholic Immigration Society (the "Society") is a non-profit organization formed for the purpose of aiding and assisting immigrants and refugees concerning their reception in southern Alberta. The assistance provided is in the form of meeting immigrants and refugees upon arrival, obtaining temporary or permanent living accommodations and providing interpreters and information (Settlement Integration Services) on all aspects of daily life. The Society operates a shelter for government-sponsored refugees (Margaret Chisholm Resettlement Centre or MCRC). The Society also operates one licensed, non-profit daycare centre (Cross-Cultural Children's Centre) which caters to the special needs of immigrant and refugee children. The cost of operating these facilities is initially borne by the Society and usage charges are made to individuals, the sponsoring agency or other organizations utilizing the service. In addition, the Society provides various other services to immigrants and refugees including employment training and English as a second language training.

The Society is a registered charity under the Income Tax Act and is therefore not subject to income tax.

The Society is also registered under the Charitable Fundraising Act of Alberta and has considered all required disclosures under section 7 (2) of the Act in preparing these statements.

2 Change in accounting policies

Effective January 1, 2019, the Society adopted the new standard of the Chartered Professional Accountants (CPA) Handbook, Part III – Accounting for Not-for-Profit Organizations (ASNPO), Section 4433 (Tangible Capital Assets Held by Not-for-Profit Organizations).

The adoption of Section 4433 – Tangible Capital Assets Held for Not-for-Profit Organizations resulted in a change to the Society's accounting policies with respect to componentization and amortization of tangible capital assets. The cost of tangible capital assets made up of significant separable component parts is now allocated to the component parts when practicable and when estimates can be made of the estimated useful lives of the separate components.

In accordance with transitional provisions in Section 4433, the cost and related accumulated amortization of those tangible capital assets identified as having significant separable components were not allocated to their component parts as of January 1, 2019, as there is no material impact to the financial statements. Estimates of the useful lives of the components were made and applied on a prospective basis.

In accordance with Section 4433, the Society's accounting policies with respect to impairment of capital assets has also been revised (note 3)

Calgary Catholic Immigration Society

Notes to Financial Statements

March 31, 2020

3 Significant accounting policies

Basis of Accounting

The financial statements of the Society have been prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") as issued by the Canadian Accounting Standards Board.

Use of estimates

The preparation of the financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities as at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

Revenue recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions relating to operations are recognized as revenue in the period in which the related expenses are incurred. Restricted contributions relating to capital assets are recognized as revenue as the related capital assets are amortized. Unrestricted contributions are recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured. User fees are recognized when services are rendered, and collectability is reasonably assured. Interest income is recognized when earned. Rent revenue and recovery of rent operating expenses, including property taxes, are recognized as revenue when earned.

Capital assets and amortization

Amortization is provided over the estimated useful lives of the assets using the declining balance method at the following annual rates:

Building	—	4%
Furniture and equipment	—	20%
Vehicles	—	20%
Computer and software	—	33%

Capital assets are recorded at cost less accumulated amortization and any provision for impairment. The cost for contributed capital assets is considered to be fair value at the date of contribution. The cost of capital assets made up of significant separable component parts is allocated to the component parts when practicable and when estimates can be made of the estimated useful lives of the separate components

Capital assets are tested for impairment when conditions indicate that a capital asset no longer contributes to the Society's ability to provide goods and services, or that the value of future economic benefits or service potential associated with the capital asset is less than its net carrying amount. When conditions indicate that a capital asset is impaired, the net carrying amount of the capital asset is written down to the asset's fair value or replacement cost. The write-downs of capital assets are recognized as expenses in the statement of operations.

Write-downs are not subsequently reversed.

Calgary Catholic Immigration Society

Notes to Financial Statements

March 31, 2020

Contributed goods and services

Donations of materials and services are recognized when the fair value can be reasonably estimated, and the materials and services are used in the normal course of operations.

Services donated to the Society through volunteer work are not reflected in the accounts of the Society. Donations in kind are recorded at the time of contribution to the extent that fair value can be reasonably estimated. Donations in kind received during 2020 were \$127,500 (2019 - \$Nil).

Cash and cash equivalents

Cash is comprised of cash on hand, deposits held at banks and \$500,000 (2019 - \$500,000) of redeemable short-term investments that mature within 3 months.

Term Deposits

Term deposits are non-redeemable short-term investments with initial terms to maturity between 4 to 12 months. The Society holds three short-term GICs with balances of \$1,000,000, \$500,000 and \$266,000 as at March 31, 2020 (2019 - \$500,000 and \$270,515).

Financial instruments

The Society initially measures financial assets and financial liabilities at fair value. It subsequently measures its financial assets and liabilities at amortized cost. The financial assets subsequently measured at amortized cost include cash, term deposits, restricted cash and accounts receivable. The financial liabilities subsequently recorded at amortized cost include accounts payable and accrued liabilities and long-term debt.

4 Restricted reserves

a) Internally restricted reserves

	2020	2019
	\$	\$
Innovative project and social enterprise	22,980	22,980
Stabilization reserves	1,864,304	1,914,304
Building reserve	593,676	343,675
Oil and gas training projects reserve	155,000	155,000
Operational enhancement reserve - MCRC	69,126	69,126
Computer reserve	3,592	3,592
Special needs project reserve	65,299	65,299
High need refugee reserve	-	23,548
Staff appreciation reserve	75,000	75,000
Health services revenue reserve	58,571	58,571
CEO Succession Planning and Program Enhancement & Development	200,000	200,000
Strategic Plan Reserve	6,503	6,503
	<u>3,114,051</u>	<u>2,937,598</u>

b) AMHC reserve fund

Under the terms of the Alberta Mortgage and Housing Corporation ("AMHC") project operating agreement for MCRC, the Society is required to fund and maintain a replacement reserve for capital repairs. The replacement reserve increased by \$16,106 (2019 - \$16,113) during the year pursuant to this agreement for an ending balance of \$264,603 (2019 - \$248,498). In a previous year, AMHC had approved certain expenditures of which \$Nil (2019- \$Nil) remains unexpended. The remaining replacement reserve funds are not available for use without AMHC approval.

Calgary Catholic Immigration Society

Notes to Financial Statements

March 31, 2020

5 Capital assets

			2020	2019
	Cost	Accumulated Amortization	Net	Net
	\$	\$	\$	\$
Land	5,241,000	-	5,241,000	5,241,000
Building	9,071,457	3,144,522	5,926,935	6,145,152
Furniture and equipment	2,817,992	2,070,332	747,660	609,638
Computers and software	1,917,228	1,711,873	205,355	277,224
Vehicles	68,496	31,481	37,015	1,124
Assets under construction*	90,314	-	90,314	23,837
	19,206,487	6,958,208	12,248,279	12,297,975

* Assets under construction will not be subject to amortization until they are put into use.

6 Long-term debt

Property	Interest rate	Amortization Period	Monthly blended principal and interest payment	Term	2020	2019
			\$		\$	\$
Resettlement Centre – March 1, 1995 ¹	1.08% ²	35 years	6,754	60 months	762,123	834,519
Society office – April 1, 2012 ³	2.97%	20 years	40,000	60 months	3,630,934	3,997,264
					4,393,057	4,831,783
Less: Current portion					(435,601)	(424,626)
					3,957,456	4,407,157

Principal repayments required under the terms of the above mortgages and loans are as follows:

	\$
2021	435,601
2022	462,572
2023	475,000
2024	487,772
Thereafter	2,532,114
	4,393,058

¹ Collateral includes all rental income associated with the property and the property itself.

² The mortgage is with the Canadian Mortgage and Housing Corporation ("CMHC") at an interest rate quoted by CMHC for non-profit organizations. The Society has entered into a subsidiary agreement whereby Alberta Municipal Affairs will reimburse the Society up to an amount based on the variance between the interest rate paid over the life of the mortgage and 2%. In 2019, the Society was reimbursed \$Nil (2019 - \$Nil) for mortgage interest expense which has been recorded as a reduction to total interest expense for the year.

³ Collateral includes all rental income associated with the property, any personal properties used in connection with, arising from or situated on the property and the property itself.

Calgary Catholic Immigration Society

Notes to Financial Statements

March 31, 2020

7 Line of credit

The Society has a credit facility of \$266,000 (2019 - \$266,000) of which \$Nil was drawn at March 31, 2020 (2019 - \$Nil). The facility bears an interest rate of prime plus 5% and is collateralized by \$266,000 GIC. This standby line of credit is renewed automatically every year.

8 Deferred contributions related to capital assets

Deferred contributions related to capital assets consist of unamortized portions of restricted contributions which have been used to acquire capital assets.

The changes for the year in the deferred contributions balance reported are as follows:

	2020 \$	2019 \$
Balance – Beginning of year	1,813,334	1,790,066
Contributions	63,317	199,255
Amortization of deferred contributions	(163,120)	(175,987)
Balance – End of year	<u>1,713,531</u>	<u>1,813,334</u>

9 Commitments

The Society has entered into lease agreements for office spaces in Brooks and High River expiring during the course of 2021 – 2023. Payment commitments for the remainder of the lease terms are as follows:

	\$
2021	92,182
2022	92,782
2023	<u>75,287</u>
	<u>260,251</u>

10 Government remittances payable

Accounts payable and accrued liabilities include government remittances payable of \$Nil (2019 - \$Nil)

11 Program based funding

Under the terms of the contracts with various funding agencies, excess funds received over specific operating expenditures as budgeted in the Society's funding applications may be repayable in the current or following year. Management estimates the amount that is likely to be repaid to the funding agencies and records this in accounts payable and accrued liabilities and as a reduction to program-based funding. The funding agencies may approve the retention of these funds for the specified purpose or may request the amount be repaid. The actual amount repaid or required to be repaid to funding agencies may differ from management's estimate as the calculation of excess funds is carried out by the funding agencies subsequent to year-end. Any differences in the amounts recovered or paid from the amounts accrued are recorded in the year recovered as program-based funding or as a reduction of program-based funding. The society repaid \$Nil (2019 - \$Nil) to funding agencies.

Calgary Catholic Immigration Society

Notes to Financial Statements

March 31, 2020

12 Financial instrument risk

It is management's opinion that the Society is not exposed to significant currency risk from its financial instruments.

The Society is exposed to interest rate risk in relation to its long-term debt which is comprised of mortgage liabilities (Note 6). This can mean that if interest rates increase, the Society may not be able to meet its obligations. The mortgages are subject to changes in market mortgage interest rates through bank borrowings at variable interest rates or fixed interest rates upon renewal of existing mortgages. The Society manages this risk by limiting its mortgage obligations to those deemed reasonable by management.

Liquidity risk is the exposure of the Society to the risk of being unable to meet its financial obligations as they come due. COVID-19 brings an increased liquidity risk and as such the Society monitors and reviews actual and forecasted cash flows that incorporate the effects of COVID-19 to ensure there are available cash resources to meet these needs.

The Society's exposure to credit risk remains largely unchanged from prior year and management believe the credit risk is not significant as the balance of receivables are government contracted amounts. The Society continues to meet its contractual obligations within normal payment terms. Credit risk may increase due to COVID-19 and the Society's ability to meet their non-financial covenants.

13 Comparative figures

Certain reclassifications for the year ended March 31, 2019 have been made for the purpose of comparability.

14 COVID-19 Pandemic

On March 11, 2020, the World Health Organization (WHO) declared the outbreak of a novel coronavirus (COVID-19) as a global pandemic resulting in significant public health measures and restrictions put in place. Restrictions such as travel bans, closure of non-essential businesses and physical distancing, have caused disruption to businesses and a significant decline in global capital markets resulting in an economic slowdown.

Management has assessed the financial impact of COVID-19 as at March 31, 2020. Management did not identify any impact on its financial statements as at March 31, 2020.

COVID-19 has increased the Society's financial risk with respect to liquidity risk. Management has included disclosure to those risks in note 12 of the financial statements.

The long-term impact of the pandemic on the Society and the economy is not yet known and information surrounding the global economic impact of COVID-19 and the estimated length of the pandemic continues to evolve. Future impacts of the pandemic may have financial effect on the Organization's future revenues and operating results including daycare funding, program funding, collectability of receivables, maintaining non-financial debt covenants and timing of revenue recognition. It is not possible to estimate the results of future financial impacts of COVID-19 on the Society subsequent to March 31, 2020.