



Financial Statements

Canadian Council of Provincial and Territorial  
Sport Federations

December 31, 2018

DRAFT

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# Independent Auditor's Report

## To the Members of the Canadian Council of Provincial and Territorial Sport Federations

### Qualified Opinion

We have audited the financial statements of **Canadian Council of Provincial and Territorial Sport Federations** (the "Organization"), which comprise the statement of financial position as at December 31, 2018, and the statements of activities, fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* paragraph, the financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2018, and its 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 Qualified 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.

In common with many non-profit organizations, the Organization derives revenue from donations from the public, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of this revenue was limited to the amounts recorded in the records of the Organization. Therefore, we were not able to determine whether any adjustments might be necessary to revenue, excess of revenue over expenses, and cash flows for the years ended December 31, 2018 and 2017, assets at December 31, 2018 and 2017, and fund balances as at January 1, 2018 and 2017 and December 31, 2018 and 2017. Our audit opinion on the financial statements for the year ended December 31, 2017 was modified accordingly because of the possible effects of this limitation in scope.

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

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Markham, Canada  
DATE, 2019

Chartered Professional Accountants  
Licensed Public Accountants

# Canadian Council of Provincial and Territorial Sport Federations

## Statement of Financial Position

As at December 31

2018

2017

### Assets

#### Current

Cash	\$ 2,727,812	\$ 2,130,165
Short-term investments (Note 4)	91,264	259,111
Accounts receivable	40,850	165,909
Prepaid expenses	<u>1,221</u>	<u>7,072</u>
	<b>2,861,147</b>	2,562,257
Life insurance plans	<b>323,886</b>	310,883
Restricted investments (Note 5)	<u>12,127,167</u>	<u>10,626,284</u>
	<b><u>\$ 15,312,200</u></b>	<b><u>\$ 13,499,424</u></b>

### Liabilities

#### Current

Grants payable	\$ 2,345,643	\$ 2,138,958
Accounts payable and accrued liabilities	38,461	40,830
Deferred revenue	<u>150</u>	<u>175</u>
	<b>2,384,254</b>	2,179,963
Life insurance beneficiaries	<u>323,886</u>	<u>310,883</u>
	<b><u>2,708,140</u></b>	<b><u>2,490,846</u></b>
<b>Fund balances</b>		
General fund	212,426	165,223
Restricted funds (Note 6)	<u>12,391,634</u>	<u>10,843,355</u>
	<b><u>12,604,060</u></b>	11,008,578
	<b><u>\$ 15,312,200</u></b>	<b><u>\$ 13,499,424</u></b>

On behalf of the Board of Directors

\_\_\_\_\_ Director

\_\_\_\_\_ Director

# Canadian Council of Provincial and Territorial Sport Federations

## Statement of Activities

Year ended December 31

	General Fund	Restricted Funds	2018 Total	2017 Total
<b>Revenue</b>				
Donations to amateur sport	\$ 3,701,364	\$ 1,362,743	\$ 5,064,107	\$ 6,666,714
Investment income	27,732	556,113	583,845	424,298
Gift in kind donations	330,455	-	330,455	243,024
Administration charges	139,495	121	139,616	123,904
Grant revenue	29,825	-	29,825	16,414
Membership fees	17,740	-	17,740	16,100
Life insurance donation premium	-	9,879	9,879	9,924
	<u>4,246,611</u>	<u>1,928,856</u>	<u>6,175,467</u>	<u>7,500,378</u>
<b>Expenses</b>				
Grants to provincial and territorial sport organizations				
Sport British Columbia	1,671,401	-	1,671,401	1,450,465
Sport Manitoba	526,964	-	526,964	885,858
Sport New Brunswick	176,592	-	176,592	175,808
Sport Newfoundland and Labrador	110,776	-	110,776	181,472
Sport Nova Scotia	181,407	-	181,407	259,301
Sport4Ontario	776,436	-	776,436	654,532
Sport Prince Edward Island	46,263	111,350	157,613	207,110
Sask Sport Inc.	549,994	256,381	806,375	2,122,120
Sport Yukon	20,041	-	20,041	94,843
Life insurance premiums	-	9,879	9,879	9,924
	<u>4,059,874</u>	<u>377,610</u>	<u>4,437,484</u>	<u>6,041,433</u>
Administration and audit fees	140,256	2,870	143,126	91,520
(Gain) loss on sale of investments	(722)	97	(625)	2,811
	<u>139,534</u>	<u>2,967</u>	<u>142,501</u>	<u>94,331</u>
	<u>4,199,408</u>	<u>380,577</u>	<u>4,579,985</u>	<u>6,135,764</u>
Excess of revenue over expenses	\$ 47,203	\$ 1,548,279	\$ 1,595,482	\$ 1,364,614

See accompanying notes and schedule to the financial statements.

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## Canadian Council of Provincial and Territorial Sport Federations Statement of Changes in Fund Balances

Year ended December 31

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	General Fund	Restricted Funds	2018 Total	2017 Total
Fund balances, beginning of year	\$ 165,223	\$ 10,843,355	<b>\$11,008,578</b>	\$ 9,643,964
Excess of revenue over expenses	<u>47,203</u>	<u>1,548,279</u>	<b><u>1,595,482</u></b>	<u>1,364,614</u>
Fund balances, end of year	<b><u>\$ 212,426</u></b>	<b><u>\$ 12,391,634</u></b>	<b><u>\$ 12,604,060</u></b>	<b><u>\$ 11,008,578</u></b>

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See accompanying notes and schedule to the financial statements.

# Canadian Council of Provincial and Territorial Sport Federations

## Statement of Cash Flows

Year ended December 31

2018

2017

Increase (decrease) in cash

### Operating

Excess of revenue over expenses	<b>\$ 1,595,482</b>	<b>\$ 1,364,614</b>
Net change in non-cash working capital items		
Accounts receivable	125,059	(78,014)
Prepaid expenses	5,851	(7,072)
Grants payable	206,685	455,561
Accounts payable and accrued liabilities	(2,369)	9,862
Deferred revenue	(25)	175
	<b><u>1,930,683</u></b>	<b><u>1,745,126</u></b>

### Investing

Purchase of short-term investments	(91,264)	(259,111)
Proceeds from short-term investments	259,111	96,167
Purchase of restricted investments	(1,757,264)	(1,525,858)
Proceeds from restricted investments	256,381	261,998
	<b><u>(1,333,036)</u></b>	<b><u>(1,426,804)</u></b>

Increase in cash during the year **597,647** **318,322**

### Cash

Beginning of year	<b><u>2,130,165</u></b>	<b><u>1,811,843</u></b>
End of year	<b><u>\$ 2,727,812</u></b>	<b><u>\$ 2,130,165</u></b>

See accompanying notes and schedule to the financial statements.



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# Canadian Council of Provincial and Territorial Sport Federations

## Notes to the Financial Statements

December 31, 2018

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### 1. Nature of operations

The Canadian Council of Provincial and Territorial Sport Federations (CCPTSF) is a Registered Canadian Amateur Athletic Association (RCAAA) under the Income Tax Act, and as such, has the authorization to issue tax deductible donation receipts and is not subject to income tax. CCPTSF is incorporated under the Canada Not-for-Profit Corporations Act.

CCPTSF's mission is to promote amateur athletics by funding programs of national interest through provincial and territorial sport organizations throughout Canada.

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### 2. Summary of significant accounting policies

These financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

ASNPO requires entities to select policies appropriate for the circumstances from policies provided in these standards. The significant accounting policies selected by CCPTSF and applied in these financial statements are outlined below.

#### Use of estimates

Management reviews the carrying amounts of items in the financial statements at each statement of financial position date to assess the need for revision or any possibility of impairment. Certain items in the preparation of these financial statements require management's best estimate. Management determines these estimates based on assumptions that reflect the most probable set of economic conditions and planned courses of action.

These estimates are reviewed periodically and adjustments are made to excess of revenue over expenses as appropriate in the year they become known.

#### Fund accounting

CCPTSF maintains its accounts in accordance with the principles of fund accounting and follows the restricted fund method of accounting for revenue. Resources are classified for accounting and reporting purposes into funds according to the activity or objective specified.

##### *General Fund*

The General Fund includes the unrestricted activities of the National Sport Trust Fund as well as the administrative revenue and expenditures of CCPTSF.

##### *Restricted Funds*

The Saskatchewan Sport Legacy Fund was established in 1997 to assist Sask Sport Inc. member organizations in implementing a gift-giving campaign. Donations made to the Sport Legacy Fund must designate the end-use of the donation which could be either for general or specific sporting causes and must be deferred for a minimum period of five years or applied toward a life insurance policy. Following the five year deferral period, the member organization may request the total donation and all accrued interest as a distribution out of the fund.

The Father J.M. Mouchet Scholarship Fund was established to assist Sport Yukon in providing scholarships to students in the sport and recreation field in Yukon.

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# Canadian Council of Provincial and Territorial Sport Federations

## Notes to the Financial Statements

December 31, 2018

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### 2. Summary of significant accounting policies (continued)

#### Fund accounting (continued)

The 2009 PEI Canada Games Legacy Fund was established from the proceeds of PEI hosting the 2009 Canada Games and is designated to support amateur sport development in PEI.

#### Financial instruments

CCPTSF's financial instruments consist of cash, short-term investments, accounts receivable, life insurance plans, restricted investments, grants payable and accounts payable.

Cash, short-term investments and restricted investments are stated at fair value.

Accounts receivable, grants payable and accounts payable are initially recorded at their fair value and, subsequently, at amortized cost.

Life insurance plans are recorded at cash surrender value as amortized cost using the effective interest method is not determinable given the undefined term of the obligation.

#### Revenue recognition

Donations, grant revenue, administration charges and life insurance donation premium are recorded as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured. All donations which are externally restricted are recorded in the appropriate restricted fund in the year received. Externally restricted donations related to general operations are recorded as revenue as the related expenses are incurred.

Gift in kind donations are valued at their fair market value when received.

Investment income is recorded over the period earned.

Membership fees are recorded over the membership period.

In accordance with the policy of the National Sport Trust Fund, the life insurance plans will be distributed by CCPTSF to the provincial or territorial sport organization where the initial grant was approved.

#### Policy on the allocation of fundraising and general support expenses

Due to the very limited nature of CCPTSF's fundraising activities, its policy is not to allocate general support expenses to fundraising initiatives.

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### 3. Objectives, policies and procedures for managing capital

CCPTSF's capital is comprised of the unrestricted general fund and the restricted fund balances.

CCPTSF's objectives when managing capital are to safeguard CCPTSF's ability to continue as a going concern, so that it can continue to promote amateur athletics by funding programs of provincial and territorial sport organizations throughout Canada.

# Canadian Council of Provincial and Territorial Sport Federations

## Notes to the Financial Statements

December 31, 2018

### 3. Objectives, policies and procedures for managing capital (continued)

The Board of Directors maintains a general fund balance sufficient to meet the annual operating requirements of CCPTSF. CCPTSF has certain capital requirements placed on the restricted funds, which are disclosed separately in Note 6.

CCPTSF ensures that appropriate controls are in place over the use of grants once received and given to the Provincial Sport Organizations (PSOs). Prior approval over the use of all grants is performed for all grants before the release of funds.

### 4. Short-term investments

Short-term investments are cashable guaranteed investment certificates bearing interest between 0.50% and 3.17% and maturing between May 22 and September 11, 2023 (2017 – between 0.5% and 2.00%, March 13 and May 31, 2018) of \$84,458 (2017 - \$233,849) and securities donated at year end of \$9,806 (2017 - \$25,262).

### 5. Restricted investments

Restricted investments are managed and invested by Sask Sport Inc and are guaranteed by Sask Sport Inc. to earn an interest rate of 5% (2017 - 5%). These investments are held in trust for the Saskatchewan Sport Legacy Fund. These investments are comprised of cash, guaranteed investment certificates, bankers acceptances, and bank bonds.

### 6. Restricted funds

	December 31, <u>2017</u>	<u>Revenue</u>	<u>Expenses</u>	December 31, <u>2018</u>
Sask Sport Inc.				
Saskatchewan Sport Legacy Fund	\$ 10,626,284	\$ 1,757,264	\$ 256,381	<b>\$ 12,127,167</b>
Sport Prince Edward Island 2009 PEI Canada Games Fund	202,513	158,746	111,350	<b>249,909</b>
Sport Yukon Father Mouchet Scholarship Fund	<u>14,558</u>	<u>-</u>	<u>-</u>	<u><b>14,558</b></u>
	<u>\$ 10,843,355</u>	<u>\$ 1,916,010</u>	<u>\$ 367,731</u>	<u><b>\$ 12,391,634</b></u>

The Sport Legacy Funds administered by Sask Sport Inc. are deferred for a minimum period of five years and are available for distribution as follows:

2019	\$ 5,975,977
2020	1,168,040
2021	1,613,038
2022	1,612,848
2023	<u>1,757,264</u>
	<u><b>\$ 12,127,167</b></u>

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# Canadian Council of Provincial and Territorial Sport Federations

## Notes to the Financial Statements

December 31, 2018

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### 7. Financial instruments

Transactions in financial instruments may result in CCPTSF assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of the financial statements in assessing the extent of risk related to financial instruments.

#### Credit risk

Credit risk is the risk of financial loss occurring as a result of a counter party to a financial instrument failing to discharge an obligation or commitment that it has entered into with CCPTSF. CCPTSF's main credit risks relate to its accounts receivable.

CCPTSF reduces its exposure to credit risk by monitoring credit risk, adopting policies and procedures to ensure credit is only provided to credit worthy individuals and creating an allowance for doubtful accounts when appropriate. As at December 31, 2018, the allowance for doubtful accounts is \$Nil (2017 - \$Nil). As a result, it is management's opinion that CCPTSF is not exposed to significant credit risk arising from its financial instruments.

#### Liquidity risk

Liquidity risk is the risk that CCPTSF will encounter difficulty in raising funds to meet commitments associated with its financial liabilities. CCPTSF is exposed to liquidity risk mainly in respect to grants payable and accounts payable.

CCPTSF manages its liquidity risk by forecasting cash flows from operations, investing and financing activities to ensure that it has sufficient funds available to meet current and foreseeable financial obligations. As a result, it is management's opinion that CCPTSF is not exposed to significant liquidity risk arising from its financial instruments.

#### Interest rate risk

Interest rate price risk is the risk that the fair value of an interest bearing financial instrument will fluctuate due to changes in market interest rates. Interest rate cash flow risk is the risk that the cash flows of CCPTSF will fluctuate due to changes in market interest rates.

CCPTSF's exposure to interest rate price risk is limited to its fixed interest bearing investments. CCPTSF's interest rate cash flow risk is limited to its variable interest bearing investments. It is management's opinion that CCPTSF is not exposed to significant interest rate risks arising from its financial instruments.

#### Other price risk

CCPTSF is exposed to other price risk on its investments since changes in market prices could result in changes in the fair value of its investments.

# Canadian Council of Provincial and Territorial Sport Federations

## Schedule of General Fund Revenue, Expenditures and Fund Balances by Province/Territory

December 31, 2018

	British Columbia	Manitoba	National	New Brunswick	Newfoundland and Labrador	North	Nova Scotia	Ontario	Prince Edward Island	Saskatchewan	Yukon	Eliminating Entry	Total
<b>Revenue</b>													
Donations for amateur sport	\$ 1,409,874	\$ 526,964	\$ -	\$ 150,074	\$ 109,013	\$ -	\$ 176,222	\$ 773,907	\$ 39,843	\$ 495,376	\$ 20,091	\$ -	\$ 3,701,364
Gift in kind donations	261,527	-	-	10,018	1,763	-	-	2,529	-	54,618	-	-	330,455
Grant revenue	-	-	-	17,805	-	341	-	-	-	11,679	-	-	29,825
Investment income	12,180	787	936	12	-	-	1,712	3,257	234	8,614	-	-	27,732
Administration charges	83,568	7,234	-	2,660	4,107	-	4,970	36,277	220	459	-	-	139,495
Membership fees	-	-	38,180	-	-	-	-	-	-	-	-	(20,440)	17,740
	<u>1,767,149</u>	<u>534,985</u>	<u>39,116</u>	<u>180,569</u>	<u>114,883</u>	<u>341</u>	<u>182,904</u>	<u>815,970</u>	<u>40,297</u>	<u>570,746</u>	<u>20,091</u>	<u>(20,440)</u>	<u>4,246,611</u>
<b>Expenditures</b>													
Grants to provincial and territorial sport organizations													
Sport British Columbia	1,671,401	-	-	-	-	-	-	-	-	-	-	-	1,671,401
Sport Manitoba	-	526,964	-	-	-	-	-	-	-	-	-	-	526,964
Sport New Brunswick	-	-	-	176,592	-	-	-	-	-	-	-	-	176,592
Sport Newfoundland and Labrador	-	-	-	-	110,776	-	-	-	-	-	-	-	110,776
Sport Nova Scotia	-	-	-	-	-	-	181,407	-	-	-	-	-	181,407
Sport4Ontario	-	-	-	-	-	-	-	776,436	-	-	-	-	776,436
Sport Prince Edward Island	-	-	-	-	-	-	-	-	46,263	-	-	-	46,263
Sask Sport Inc.	-	-	-	-	-	-	-	-	-	549,994	-	-	549,994
Sport Yukon	-	-	-	-	-	-	-	-	-	-	20,041	-	20,041
	<u>1,671,401</u>	<u>526,964</u>	<u>-</u>	<u>176,592</u>	<u>110,776</u>	<u>-</u>	<u>181,407</u>	<u>776,436</u>	<u>46,263</u>	<u>549,994</u>	<u>20,041</u>	<u>-</u>	<u>4,059,874</u>
Administration and audit fees	70,079	7,995	35,593	3,105	4,107	341	1,497	16,867	427	20,555	130	(20,440)	140,256
Loss on sale of investments	(919)	-	-	-	-	-	-	-	-	197	-	-	(722)
	<u>1,740,561</u>	<u>534,959</u>	<u>35,593</u>	<u>179,697</u>	<u>114,883</u>	<u>341</u>	<u>182,904</u>	<u>793,303</u>	<u>46,690</u>	<u>570,746</u>	<u>20,171</u>	<u>(20,440)</u>	<u>4,199,408</u>
Excess (deficiency) of revenue over expenses	26,588	26	3,523	872	-	-	-	22,667	(6,393)	-	(80)	-	47,208
Fund balances, beginning of year	52,793	(1,779)	34,803	40,234	-	17,395	-	17,962	1,108	-	2,707	-	165,223
Fund balances, end of year	<u>\$ 79,381</u>	<u>\$ (1,753)</u>	<u>\$ 38,326</u>	<u>\$ 41,106</u>	<u>\$ -</u>	<u>\$ 17,395</u>	<u>\$ -</u>	<u>\$ 40,629</u>	<u>\$ (5,285)</u>	<u>\$ -</u>	<u>\$ 2,627</u>	<u>\$ -</u>	<u>\$ 212,426</u>

See accompanying notes to the financial statements.