Financial Statements of

EDMONTON MENNONITE CENTRE FOR NEWCOMERS

Year ended March 31, 2023

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Year ended March 31, 2023

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian accounting standards for not-for-profit organizations established by the Chartered Professional Accountants of Canada. They necessarily include some amounts that are based on the best estimates and judgements of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

KPMG LLP, Chartered Professional Accountants, have been appointed by the Centre's Members to express an opinion on the Centre's financial statements.

Edmonton, Alberta

June 6, 2023

original signed by

Meghan Unterschultz Klein, Executive Director



KPMG LLP 2200,10175-101 Street Edmonton AB T5J 0H3 Canada Tel 780-429-7300 Fax 780-429-7379

INDEPENDENT AUDITOR'S REPORT

To the Members of Edmonton Mennonite Centre For Newcomers

Opinion

We have audited the financial statements of Edmonton Mennonite Centre For Newcomers (the Entity), which comprise:

- the statement of financial position as at March 31, 2023
- the statement of operations 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 notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2023, and its results of 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 auditor's report.

We are independent of the Entity 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 Entity'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 Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity'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 the 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 Entity'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 Entity'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 Entity 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.
- 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.

Chartered Professional Accountants

LPMG LLP

Edmonton, Canada June 6, 2023

Statement of Financial Position

March 31, 2023, with comparative information for 2022

		2023		2022
Assets				
Current assets:				
Cash and cash equivalents	\$	3,328,251	\$	712,820
Accounts receivable (note 2)		355,031		362,224
Investments (note 3)		187,635		373,339
Prepaid expenses		436,802		224,990
		4,307,719		1,673,373
Restricted investments (notes 3 and 11)		20,913		20,913
Capital assets (note 4)		7,431,690		7,949,840
	\$	11,760,322	\$	9,644,126
	•	,	•	, ,
Liabilities and Net Assets				
Current liabilities:				
Accounts payable and accrued liabilities (note 5)	\$	978,234	\$	725,989
Deferred contributions - operations (note 6)		2,992,595		1,373,104
Current portion of long term debt (note 9)		287,545		333,893
Current portion of deferred lease inducements (note 7)		354,402		354,402
		4,612,776		2,787,388
Deferred contributions - capital assets (note 8)		185,868		201,637
Long term debt (note 9)		3,661,118		3,948,620
Deferred lease inducements (note 7)		1,870,608		2,225,010
		10,330,370		9,162,655
Net assets:				
Externally restricted (notes 10 and 11)		153,773		371,260
Endowments (note 10) Unrestricted		20,913 1,255,266		20,913
Offiestricted		1,429,952		89,298 481,471
Contingencies (note 11) Contractual obligations (note 12)		1,429,932		401,471
	\$	11,760,322	\$	9,644,126
	-	•	•	•
See accompanying notes to financial statements.				
On behalf of the Board:				
original signed by Director original	ginal s	signed by		Director
Harman Singh Kandola, Chair Paola	a Mat	allana, Interin	n Trea	surer

Statement of Operations

Year ended March 31, 2023, with comparative information for 2022

		2023		2022
Revenue:				
Grants (note 13)	\$	15,171,479	\$	13,919,210
Donations	Ψ	855,491	Ψ	147,882
Other income		164,829		184,056
Investment income		20,441		8,308
Rent		18,912		2,722
Course fees		11,352		11,828
Fundraising events		-		600
		16,242,504		14,274,606
Expenses:				
Salaries, wages and benefits		10,785,699		9,980,806
Rent, utilities and maintenance (note 7)		1,854,006		1,792,793
Contract services		1,255,772		1,138,576
Administrative (Schedule 1)		396,079		442,774
Resources		333,530		321,009
Supplies, repairs and maintenance		229,084		58,361
Interest and bank charges		156,116		166,991
Bad debts		18,186		16,497
		15,028,472		13,917,807
Excess of revenue over expenses				
before other items		1,214,032		356,799
Other revenue (expenses):				
Amortization of deferred lease inducements Amortization of deferred contributions		246,841		246,841
- capital assets		15,770		15,770
Amortization of capital assets		(528,162)		(530,112)
Amortization of capital assets				
		(265,551)		(267,501)
Excess of revenue over expenses	\$	948,481	\$	89,298

See accompanying notes to financial statements.

Statement of Changes In Net Assets

Year ended March 31, 2023, with comparative information for 2022

	Externally restricted				
	(notes 10 and 11)	Endowments (note 10)	Unrestricted	Total 2023	Total 2022
	and 11)	(note 10)	Uniestricted	2023	2022
Balance, beginning of year	\$ 371,260 \$	20,913	\$ 89,298 \$	481,471 \$	392,173
Excess of revenue over expenses	-	-	948,481	948,481	89,298
Transfers	(40,469)	-	40,469	-	-
Purchase of GIC for GOA Guarantee	149,600	-	(149,600)	-	-
Disposal of GIC for GOA Guarantee	(326,618)	-	326,618	-	-
Balance, end of year	\$ 153,773 \$	20,913	\$ 1,255,266 \$	1,429,952 \$	481,471

See accompanying notes to financial statements.

Statement of Cash Flows

Year ended March 31, 2023, with comparative information for 2022

	2023	2022
Cash provided by (used in):		
Operating activities:		
Excess of revenue over expenses Items not involving cash:	\$ 948,481	\$ 89,298
Amortization of deferred lease inducements	(246,841)	(246,841)
Amortization of rent free fixturing period Amortization of deferred contributions	(107,561)	(107,561)
- capital assets	(15,770)	(15,770)
Amortization of capital assets	528,162	530,112
Unrealized loss (gain) on investments	4,513	(1,142)
Realized gain on investments	<u>-</u>	(483)
Bad debts	18,186	16,497
	1,129,170	264,110
Changes in non-cash operating working capital:		
Accounts receivable	(10,994)	655,884
Prepaid expenses Accounts payable	(211,812)	(13,159)
and accrued liabilities	252,245	(502,054)
Deferred contributions - operations	1,619,491	375,678
	2,778,100	780,459
Financing activities:		
Repayments of long-term debt	(333,849)	(323,229)
Investing activities:		
Purchase of capital assets	(10,011)	(27,552)
Disposal of investments	181,191	13,324
	171,180	(14,228)
Increase in cash	2,615,431	443,002
Cash and cash equivalents, beginning of year	712,820	269,818
Cash and cash equivalents, end of year	\$ 3,328,251	\$ 712,820

See accompanying notes to financial statements.

Notes to Financial Statements

Year ended March 31, 2023

Nature of operations:

The Edmonton Mennonite Centre For Newcomers (the "Centre") is incorporated under the Societies Act of the Province of Alberta as a non-profit organization. Its purpose is to provide settlement assistance to new Canadians. The Centre is also a registered charity and, therefore, is exempt from income tax.

1. Significant accounting policies:

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The Centre's significant accounting policies are as follows:

(a) Revenue recognition:

The Centre follows the deferral method of accounting for contributions.

Externally restricted contributions are recognized as revenue in the year in which the related expenses are recognized. Restricted contributions for the purchase of capital assets are deferred and recognized as revenue on the same basis as the amortization expense related to the acquired capital asset. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Unrestricted investment income is recognized as revenue when earned. Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Investment income earned on endowment funds is recorded as a direct increase in net assets.

Course fee revenue is recognized on a straight-line basis over the length of the course.

The Centre applies for financial assistance under available government programs. Government assistance is recognized as revenue in the year in which the related expenses are incurred.

(b) Cash and cash equivalents:

Cash and cash equivalents include items that are readily convertible to known amounts of cash, subject to an insignificant risk of change in value, have a maturity of one year or less at acquisition, and are held for the purpose of meeting short-term cash commitments rather than for investing.

Notes to Financial Statements (continued)

Year ended March 31, 2023

1. Significant accounting policies (continued):

(c) Capital assets:

Purchased capital assets are stated at cost, less accumulated amortization. Contributed capital assets are recorded at fair value at the date of contribution. Assets acquired under capital leases are amortized over the estimated useful life of the asset or over the lease term, as appropriate.

Amortization is provided for on a straight-line basis over the following useful lives:

Asset	Rate
Buildings Office furniture and computer equipment Furniture and fixtures	30 years 3 - 5 years
Leasehold improvements Vehicles	5 years Term of the lease 5 years

The carrying amount of capital assets is tested for recoverability whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognized when the asset's carrying amount is not recoverable and exceeds its fair value.

(d) Leases and tenant inducements:

Leases are classified as capital or operating leases. A lease that transfers substantially all the benefits and risks incidental to ownership is classified as a capital lease. All other leases are accounted for as operating leases, wherein rental payments are expensed on a straight-line basis.

Tenant inducements are recognized as revenue or as a reduction in rent expense on a straight line basis over the term of the related lease.

(e) Contributed services:

Volunteers contribute a significant amount of time each year to assist the Centre in carrying out its service delivery activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Notes to Financial Statements (continued)

Year ended March 31, 2023

1. Significant accounting policies (continued):

(f) Financial instruments:

Financial instruments are recorded at fair value on initial recognition and freestanding derivative instruments that are not in a qualifying hedging relationship and Equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Centre determines if there is significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Centre expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

(g) Use of estimates:

The preparation of the financial statements 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 revenue and expenses during the year. Items subject to such estimates includes allowances for doubtful accounts and amortization rates and methods for depreciation expense of capital assets. Actual results could differ from those estimates.

Notes to Financial Statements (continued)

Year ended March 31, 2023

2. Accounts receivable:

		2022		
Program funding grants Goods and services tax rebate	\$	268,587 70,807	\$	319,291 54,534
Other Allowance for doubtful accounts		15,637		4,896 (16,497)
	\$	355,031	\$	362,224

3. Investments:

	2023	2022
Mutual funds	\$ 58,948	\$ 63,460
Guaranteed investment certificates	149,600	330,792
	208,548	394,252
Less: Endowment investments	(20,913)	(20,913)
	\$ 187,635	\$ 373,339

As at March 31, 2023, the cost of the mutual funds was \$48,616 (2022 - \$48,616).

The guaranteed investment certificate bears interest at 1.75% (2022 - 0.10%), with a maturity date of March 10, 2024, and is held as security for an irrevocable letter of guarantee (note 12).

Unrealized gains (losses) on the mutual funds, in the amount of \$4,512 (2022 - \$1,142), are included in investment income.

Notes to Financial Statements (continued)

Year ended March 31, 2023

4. Capital assets:

			Net Bo	ook Value
	Cost	Accumulated amortization	2023	2022
Buildings Office and computer	\$ 6,341,143 \$	690,944 \$	5,650,199 \$	5,861,571
equipment	1,078,663	1,047,768	30,895	8,795
Furniture and fixtures	291,140	289,388	1,752	30,075
Leasehold improvements	3,359,427	1,610,583	1,748,844	2,049,399
Vehicles	22,891	22,891	-	-
	\$ 11,093,264 \$	3,661,574 \$	7,431,690 \$	7,949,840

5. Accounts payable and accrued liabilities:

	2023	2022
Trade payables Accrued vacation liability Other accrued liabilities	\$ 584,422 283,363 110,449	\$ 231,623 430,019 64,347
	\$ 978,234	\$ 725,989

Notes to Financial Statements (continued)

Year ended March 31, 2023

6. Deferred contributions - operations:

Deferred contribution - operations represent unspent externally restricted operating program funding that is related to a subsequent year. Changes in the deferred contributions balances are as follows:

	2023	2022
Balance, beginning of year Add: Contributions received Less: Amounts repayable Less: Amounts recognized as revenue	\$ 1,373,104 \$ 15,157,214 - (13,537,723)	997,426 14,585,724 25,555 (14,235,601)
Balance, end of year	\$ 2,992,595 \$	1,373,104

The balance is comprised of the following:

	2023	2022
Provincial grants	\$ 1,692,215	\$ 494,295
Other grants and donations	1,074,488	727,946
Local government grants	127,218	38,670
Federal grants	98,674	38,614
RISE awards	-	73,579
	\$ 2,992,595	\$ 1,373,104

Notes to Financial Statements (continued)

Year ended March 31, 2023

7. Deferred lease inducements:

	2023			2022	
Deferred lease inducements, beginning of year Amortization of rent free fixturing period Amortization of deferred lease inducements	\$	2,579,412 (107,561) (246,841)	\$	2,933,814 (107,561) (246,841)	
Deferred lease inducements		2,225,010		2,579,412	
Less: current portion of deferred lease inducements	(354,402)			(354,402)	
	\$	1,870,608	\$	2,225,010	

8. Deferred contribution - capital assets:

Deferred contributions - capital assets represent contributed capital assets and restricted contributions with which some of the Centre's capital assets were purchased. The changes in the deferred contributions balance for the year are as follows:

	2023	2022
Balance, beginning of year Add: Contributions received Less: Amounts recognized as revenue	\$ 201,637 - (15,769)	\$ 217,407 - (15,770)
Balance, end of year	\$ 185,868	\$ 201,637

Notes to Financial Statements (continued)

Year ended March 31, 2023

9. Long-term debt:

	2023	2022
Loan payable to RBC, bearing interest at 3.4%, repayable in blended monthly payments of \$20,524, maturing August 9, 2024 Loan payable to RBC, bearing interest at 3.16%, repayable in blended monthly payments of	\$ 3,780,355	\$ 3,895,923
\$18,949, maturing December 2, 2023	168,308	386,590
	3,948,663	4,282,513
Less current portion of long term debt	(287,545)	(333,893)
	\$ 3,661,118	\$ 3,948,620

The principal portion of the long-term debt, based on the terms of the agreements in effect at March 31, 2023, are as follows:

2024 2025	\$ 287,545 3,661,118
	\$ 3,948,663

Interest on the debt facilities of \$139,809 (2022 - \$136,426) is included in interest and bank charges on the statement of operations.

The loans payable to RBC are secured by a general security agreement constituting a first ranking security interest in the personal property of the Centre and are subject to certain financial covenants. As at March 31, 2023, the Centre was in compliance with these financial covenants.

In addition to the above, the Centre has established a Revolving Demand Facility with a maximum balance of \$500,000 bearing interest at prime plus 0.73%. The authorized overdraft had not been drawn upon at March 31, 2023.

Notes to Financial Statements (continued)

Year ended March 31, 2023

10. Restrictions on net assets:

a) Endowment

Net assets restricted for endowment purposes represent the Anne Falk Memorial Endowment Fund. These net assets are subject to externally imposed restrictions stipulating that the resources be maintained permanently. Investment income on this amount is externally restricted for bursary purposes. Investments in the amount of \$20,913 (2022 - \$20,913) have been restricted as they are not available for current purposes.

b) Externally restricted

The Centre has externally restricted net assets of \$153,773 (2022 - \$371,260) related to the guarantee as disclosed in note 11.

11. Contingencies:

The Centre has established an irrevocable letter of guarantee with its financial institution for up to \$149,600 (2022 - \$325,000). As at March 31, 2023, the Centre has an irrevocable letter of guarantee issued in the amount of \$149,600 (2022 - \$325,000), relating to programs funded by Alberta Human Services. The letter of guarantee is secured by a General Security Agreement and an assigned guaranteed investment certificate in the amount of \$149,600 (2022 - 325,000). Alberta Human Services may exercise its right to draw on this letter of guarantee if the Centre fails to provide the educational program for which it has been approved, to follow the Skills Development program policies, or to repay tuition owed to Alberta Human Services.

12. Contractual obligations:

The Centre has entered into leases for office space and equipment at its various locations. The Centre is also responsible for its share of operating costs related to the respective leases. These costs are not fixed within the lease and are subject to change on a year to year basis. The Centre is required to make annual base rent and lease payments as follows:

2024	\$ 1,032,795
2025	1,041,259
2026	1,010,661
2027	1,010,661
2028	1,010,661
Thereafter	1,843,994

Notes to Financial Statements (continued)

Year ended March 31, 2023

13. Grants:

	2023			2022	
Federal government Provincial government Other organizations Local government	\$	10,410,651 3,110,234 1,489,902 160,692	\$	10,016,581 2,829,827 878,498 194,304	
	\$	15,171,479	\$	13,919,210	

14. Financial risks:

It is managements' opinion that the Centre is not exposed to significant credit, interest, other price risk, and liquidity risk arising from its financial instruments. The following analysis provides information about the Centre's risk exposure and concentration.

(a) Credit risk:

The Centre is subject to credit risk with respect to its receivables. Management monitors these accounts regularly and is reasonably assured that the Centre is not exposed to significant credit risk. The significant portion of the Centre's receivables are from the Governments of Canada and Alberta which reduces the Centre's exposure to credit risk.

(b) Interest rate risk:

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Center is not exposed to significant interest rate risk as its investments in guaranteed investment certificates and its long-term debt bear fixed rates of interest.

(c) Other price risk:

Other price risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. The Centre is exposed to other price risk on its investments in mutual funds.

(d) Liquidity risk:

Liquidity risk is the risk that the Centre cannot meet a demand for cash or fund its obligations as they come due. the Centre is exposed to this risk mainly in respect to its receipt of grant funds and other related sources and expects to continue to meet future requirements through these revenue sources. The Centre mitigates this risk by monitoring cash activities and expected outflows through extensive budgeting.

Notes to Financial Statements (continued)

Year ended March 31, 2023

15. Fundraising:

The Centre's gross contributions from fund raising activities per the Charitable Fund-Raising Act of Alberta includes donations and grants as recorded on the statement of operation.

The Centre did not have any separate distributions greater to or equal to 10% of the gross contributions received.

Total remuneration to employees involved in fund raising activities during the year was \$73,739 (2022 - \$60,714).

16. Comparative figures:

Certain comparative figures have been represented to conform with current year's presentation.

Schedule 1 - Administrative Expenses

Year ended March 31, 2023, with comparative information for 2022

		2023		2022
Professional fees	\$	59,118	\$	126,975
Telephone	Ψ	55,033	Ψ	77,712
				,
Professional development		51,889		46,075
Insurance		42,073		41,632
Printing and photocopy		19,223		37,383
Service charges		41,852		35,590
Advertising		44,392		35,279
Travel and conferences		50,676		15,812
Board		4,833		12,440
Dues and memberships		8,836		6,270
Staff and volunteers		17,694		5,041
Office and general		460		2,565
	\$	396,079	\$	442,774

Schedule 2 - Program Revenues and Expenses

Year ended March 31, 2023, with comparative information for 2022

Putting	g down roots		
		2023	2022
Revenue			
City of Edmonton grants	\$	160,693	\$ 185,257
Expenses			
Salaries, wages and benefits		122,176	136,039
General administration		20,154	24,164
Supplies		9,788	8,019
Rent		8,575	17,035
		160,693	185,257
Excess of revenue over expenses			\$ <u>-</u>