

# **Moose Jaw Military Family Resource Centre Inc.**

**Audited Financial Statements**

**March 31, 2023**

# Moose Jaw Military Family Resource Centre Inc.

For the Year Ended March 31, 2023

## CONTENTS

	<u>Page</u>
<b>Financial Statements</b>	
Auditor's Report	1
Statement of Financial Position	3
Statement of Operations	4
Statement of Net Assets	5
Statement of Cash Flows	6
Notes to the Financial Statements	7
Schedules	13

PRIORITY ACCOUNTING SERVICES CPA PROF. CORP.  
2144 CORNWALL STREET  
REGINA, Saskatchewan S4P 2K7  
306-565-2777

## **Independent Auditor's Report**

---

*To the Board of Directors of Moose Jaw Military Family Resource Centre Inc.*

### **Opinion**

I have audited the financial statements of Moose Jaw Military Family Resource Centre Inc., which comprise the statement of financial position as at March 31, 2023, and the statement of operations, statement of changes in net assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, except for the possible effects of the matter described in the Basis of Qualified Opinion paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2023 and its financial performance and its cash flows for the year then ended in accordance with accounting standards for not-for-profit organizations (ASNPO).

### **Basis for Qualified Opinion**

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. I am independent of the Entity in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled our other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

1. In common with many Non-for-Profit Organizations, the Organization derives revenue from donations and other fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, my verification of these revenues was limited to a comparison of recorded revenue with bank deposits and we were unable to determine whether any adjustments might be necessary to revenue, excess of revenue, assets and net assets.

2. I was unable to determine whether any adjustments might be necessary to deferred income. The management of the organization has deferred unspent portions of grants received.

### **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 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.

PRIORITY ACCOUNTING SERVICES CPA PROF. CORP.  
2144 CORNWALL STREET  
REGINA, Saskatchewan S4P 2K7  
306-565-2777

**Independent Auditor's Report**  
**Auditor's Responsibilities for the Audit of the Financial Statements**

My 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, I exercise professional judgment and maintain professional skepticism throughout the audit.

I 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 I 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. My 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.

I 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 I identify during my audit.

**Mariya Sporysh CPA**  
**Chartered Professional Accountants**  
August 10, 2023

# Moose Jaw Military Family Resource Centre Inc.

## Statement of Financial Position

As At March 31, 2023

	Note	2023	2022
<b>Assets</b>			
<b>Current Assets</b>			
Cash	2.	\$ 813,326	\$ 544,942
Accounts receivable	3.	4,621	3,296
Short term investments	4.	651,607	641,341
Prepaid Insurance		9,083	8,695
<b>Total Current Assets</b>		<b>1,478,637</b>	<b>1,198,274</b>
<b>Total Assets</b>		<b>\$ 1,478,637</b>	<b>\$ 1,198,274</b>
<b>Liabilities and Net Assets</b>			
<b>Current Liabilities</b>			
Accounts payable and accrued liabilities	6.	\$ 6,142	\$ 1,385
Deferred revenue	7.	1,139,297	1,139,297
Deposits received	9.	280,000	-
<b>Total Current Liabilities</b>		<b>1,425,439</b>	<b>1,140,682</b>
<b>Net Assets</b>			
Unrestricted net assets		53,198	57,592
<b>Total Liabilities and Net Assets</b>		<b>\$ 1,478,637</b>	<b>\$ 1,198,274</b>

Approved on Behalf of the Board:

Tammy Barclay Digitally signed by Tammy Barclay  
Date: 2023.08.10 20:26:15 -0600

*Joanne Ubell* *Joanne Ubell*  
11 Aug 23

The accompanying notes are an integral part of these financial statements.

# Moose Jaw Military Family Resource Centre Inc.

## Statement of Operations

For the Year Ended March 31, 2023

	2023	2022
<b>Revenue</b>		
GBV	\$ -	\$ 31,000
Non School Day/Break Prgm/Misc income	8,208	2,317
VFP Revenue	6,394	77,492
United Way	8	39
MVFSP	1,061,767	991,958
Other grants	110,000	29,086
Donations	12,405	2,224
ELC/Youth Psychosocial Rev/KK/Wellness	12,860	11,272
DND Funding	228,479	153,180
Interest income	14,929	5,339
<b>Total revenue</b>	<b>1,455,050</b>	<b>1,303,907</b>
<b>Expenses</b>		
Wages and benefits (Schedule 1)	1,150,479	968,386
Administrative expenses (Schedule 2)	80,452	98,765
Activity expense (Schedule 3)	228,513	237,627
<b>Total expenses</b>	<b>1,459,444</b>	<b>1,304,778</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>\$ (4,394)</b>	<b>\$ (871)</b>

The accompanying notes are an integral part of these financial statements.

# Moose Jaw Military Family Resource Centre Inc.

## Statement of Net Assets

For the Year Ended March 31, 2023

	2023	2022
Unrestricted Net Assets, beginning of year	\$ 57,592	\$ 58,463
Excess (deficiency) of revenues over expenditures	(4,394)	(871)
<b>Unrestricted Net Assets, end of year</b>	<b>\$ 53,198</b>	<b>\$ 57,592</b>

The accompanying notes are an integral part of these financial statements.

# Moose Jaw Military Family Resource Centre Inc.

## Statement of Cash Flows

For the Year Ended March 31, 2023

	Note	2023	2022
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
Excess (deficiency) of revenues over expenditures	\$	(4,394)	\$ (871)
Trade accounts payable		4,757	119
Deferred liability/deposits		280,000	285,237
Accounts receivables		(1,325)	(875)
Prepaid expense and other assets		(388)	(690)
<b>TOTAL CASH FLOWS FROM OPERATING ACTIVITIES</b>		<b>278,650</b>	<b>282,920</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>			
Purchase of investments		(10,266)	(2,781)
<b>Net cash increase (decreases) in cash and cash equivalents</b>		<b>268,384</b>	<b>280,139</b>
Cash and cash equivalents at beginning of period		544,942	264,803
<b>Cash and cash equivalents at end of period</b>	\$	<b>813,326</b>	\$ 544,942

Cash and cash equivalents consist of the following:

Cash	2.	\$	813,326	\$	544,942
------	----	----	---------	----	---------

The accompanying notes are an integral part of these financial statements.



# Moose Jaw Military Family Resource Centre Inc.

## Notes to the Financial Statements

For the Year Ended March 31, 2023

### 1. Significant Accounting Policies

#### a. Nature of business/basis of preparation

Moose Jaw Military Family Resource Centre Inc. (organization) is incorporated under the provincial business corporations act. The Moose Jaw Military Family Resource Centre Inc. operates as a nonprofit organization that provides support services to military members and families, as well as members and families of civilian partners and contractors. It operates core programs funded by the Department of National Defence. It also operates other programs internally funded.

The Organization is exempt from income taxes under paragraph 149(1)(l) of The Income tax Act.

These financial statements are prepared in accordance with the Canadian Accounting Standards for Not-for-Profit organizations.

#### b. Cash and cash equivalents

Cash and cash equivalents includes chequing and savings accounts, short-term investments and highly liquid investments in money market instruments which are carried at the cost and market value with a maturity date of three months or less from the acquisition date. These are valued at cost which approximates market value.

#### c. Property, plant and equipment

Capital assets are stated at cost and amortization is recorded at 1% per month.

Machinery, equipment, furniture and fixtures and other assets - 1% straight-line method

#### d. Impairment of long lived assets

In the event that facts and circumstances indicate that the organization's long-lived assets may be impaired, an evaluation of recoverability would be performed. Such an evaluation entails comparing the estimated future undiscounted cash flows associated with the asset to the asset's carrying amount to determine if a write down to market value or discounted cash flow value is required. The organization considers that no circumstances exist that would require such an evaluation.

#### e. Financial instruments

All financial instruments are measured at fair value on initial recognition. Measurement in subsequent periods depends on whether the financial instrument has been classified as held for trading, available for sale, held to maturity, loans and receivables, or other financial liabilities.

Investments are classified as held-for-trading and are recorded at fair market value.

Accounts receivable include financial instruments categorized as loans and receivables and are reported at amortized cost.

# Moose Jaw Military Family Resource Centre Inc.

## Notes to the Financial Statements

For the Year Ended March 31, 2023

### 1. Significant Accounting Policies

#### e. Financial instruments

Accounts payable include financial instruments categorized as other liabilities and are reported at amortized cost.

Transaction costs on acquisition, sale or issue of financial instruments are expensed when incurred.

#### f. Revenue recognition

Moose Jaw Military Family Resource Centre Inc. follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. 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. Investment income is recognized as revenue when earned.

#### *Contributed surplus*

Volunteers contribute a significant amount of their time each year. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

#### g. Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the the reporting period. Actual results could differ from those estimates and may have an impact on future periods.

#### h. Economic dependence

The Organization received approximately 75% of revenues for services from DMFS(Director of Military Family Services) funded by the Department of National Defence. These core programs operate on renewed contracts for services.

# Moose Jaw Military Family Resource Centre Inc.

## Notes to the Financial Statements

For the Year Ended March 31, 2023

### 2. Cash

#### a. Accounts by period

Cash and cash equivalents consist of the following:

	2023	2022
Petty cash	\$ 400	\$ 400
Equity cash available	20	20
Tangerine bank account	510,719	105,936
Conexus operating bank account	302,187	438,586
<b>Total</b>	<b>\$ 813,326</b>	<b>\$ 544,942</b>

### 3. Receivables

#### a. Accounts by period

Accounts receivable consist of the following:

	2023	2022
Taxes receivable	\$ 3,581	\$ 2,898
Trade accounts receivable-ELC	1,040	398
<b>Total</b>	<b>\$ 4,621</b>	<b>\$ 3,296</b>

# Moose Jaw Military Family Resource Centre Inc.

## Notes to the Financial Statements

For the Year Ended March 31, 2023

### 4. Investments

#### a. Accounts by period

Investments consist of the following:

	2023	2022
<b>GIC</b>		
Conexus one-year non-redeemable term deposits maturing July 17, 2022. Interest paid annually @ 0.550%	-	252,250
Conexus one-year non-redeemable term deposits maturing January 26, 2023. Interest paid annually @ 0.850%	-	163,104
Tangerine one-year non-redeemable term deposits maturing January 26, 2023. Interest paid annually @ 0.850%	-	225,000
Conexus one-year non-redeemable term deposits maturing July 17, 2023. Interest paid annually @ 3.200%	253,638	-
Conexus one-year non-redeemable term deposits maturing January 24, 2024. Interest paid annually @ 3.950%	164,490	-
Tangerine one-year non-redeemable term deposits maturing February 7, 2024. Interest paid annually @ 5.07%	225,000	-
Accrued interest receivable	8,479	987
<b>Total GIC investments</b>	<b>651,607</b>	<b>641,341</b>
<b>Total investments</b>	<b>\$ 651,607</b>	<b>\$ 641,341</b>

# Moose Jaw Military Family Resource Centre Inc.

## Notes to the Financial Statements

For the Year Ended March 31, 2023

### 5. Property, plant and equipment

#### a. Cost less accumulated depreciation/impairment - net book value by period

Property, plant and equipment consist of the following:

			2023	2022
	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Toy lending library	\$ 947	\$ (947)	-	\$ -
English library	550	(550)	-	-
Machinery, equipment, furniture and fixtures	80,760	(80,760)	-	-
French Resources	2,101	(2,101)	-	-
<b>Total</b>	<b>\$ 84,358</b>	<b>\$ (84,358)</b>	<b>-</b>	<b>\$ -</b>

### 6. Accounts payable

#### a. Accounts payable by period

Accounts payable consist of the following:

	2023	2022
Audit fee payable	\$ 4,800	\$ -
Social fund payable	1,345	1,388
Group benefits payable	(3)	(3)
<b>Total</b>	<b>\$ 6,142</b>	<b>\$ 1,385</b>

### 7. Deferred projects

#### a. Funds have been received for projects that have yet to be completed

	2023	2022
Deferred projects/wages	\$ 1,139,297	\$ 1,139,297

# Moose Jaw Military Family Resource Centre Inc.

## Notes to the Financial Statements

For the Year Ended March 31, 2023

### 8. Credit risk

#### a. No significant credit risk exposure

Exposure to credit risk, interest rate risk and liquidity risk arise in the normal course of the Organization's operations.

#### (a) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. The Organization's principal financial assets are cash, accrued interest receivable and guaranteed investment certificates. The carrying amounts of financial assets in the statement of financial position represent the Organization's maximum credit exposure at the balance sheet date. The amounts disclosed in the statement of financial position are net of allowance for doubtful accounts, estimated based on previous experience and an assessment of the current economic environment. The Organization does not have significant exposure to any individual customer and has not incurred any significant bad debts during the year. Dealing with institutions that have strong credit ratings minimizes credit risk related to cash and guaranteed investment certificates.

#### (b) Liquidity risk:

Liquidity risk is the risk that the Organization will not be able to meet a demand for cash or fund its obligations as they come due. Liquidity risk also includes the risk of the Organization not being able to liquidate assets in a timely manner at a reasonable price. The Organization monitors its cash flow throughout the year to ensure its revenue collecting practices take into account the timing and level of its cash obligations. The Organization has sufficient funds from which to operate and this risk is considered to be low.

### 9. Subsequent events

#### a. Deposits received

The deposits have been received from Canadian Forces Morale and Welfare Services. The income is deferred to be recorded in April of 2023.

### 10. Employee benefits

The employees of Moose Jaw Military Family Resource Centre Inc. are entitled to participate in group benefits to contribute to TFSA with matching payments from the organization and RRSP plan. In 2023 the expenses of organization for the benefits amounted to \$61,403 for RRSP and \$56,000 for TFSA account.

# Moose Jaw Military Family Resource Centre Inc.

For the Year Ended March 31, 2023

## Schedule of Wages and benefits expenses

	2023	2022
Wages, ELC Transitional Childcare	\$ 47,320	\$ 41,866
Wages, Youth Psychosocial	7,929	4,321
Wages, EFCA (ECC, CSCC & ERCC)	4,026	4,416
Wages, Non School Day/Break Prgm	5,418	3,639
Wages, Parenting Support & Ed.	3,008	2,021
Wages, VFP Coord	66,275	48,115
Wages, Volunteer Manage & Com Invol	35,000	52,235
Wages, Translation	14,000	-
Wages, Management & Admin.	129,821	129,903
Wages, Child & Youth Services	50,666	58,811
Wages, Family Sep. & Reunion Serv.	63,750	44,078
Wages, Info Ref & Com Int.	45,000	63,720
Wages, Prev. Sup. & Intervention	170,000	104,470
Wages, 3CFFTS Portage	46,900	46,000
Wages, FLO (TC)	79,000	76,500
CPP & EI Expense	54,656	44,687
Workers Compensation SK & MB	8,885	7,484
Group RRSP Expense	61,403	64,927
Group Benefit Premium	33,999	32,891
Group TFSA Expense	82,500	33,000
Wages, Psychosocial Serv	140,923	104,175
Wages, CSCC	-	1,127
<b>Total</b>	<b>\$ 1,150,479</b>	<b>\$ 968,386</b>

The accompanying notes are an integral part of these financial statements.

# Moose Jaw Military Family Resource Centre Inc.

For the Year Ended March 31, 2023

## Schedule of Administrative expenses

	2023	2022
Professional Expense	\$ 10,675	\$ 14,574
Promotion & Advertising	3,008	4,727
AGM	6,250	1,186
Membership, Fees, Dues	3,779	3,911
Third party liability Insurance	9,195	6,110
Admin. & Logistical Support Exp.	1,105	2,535
Board Training & Development Exp.	2,135	9,506
Food & Beverage Expense	4,955	4,682
Staff Professional Development	6,158	25,917
Miscellaneous Expense	50	597
PST Expense	9,195	6,728
OH&S/PPE/Supplies exp	475	3,290
Information Technology Expense	17,237	10,170
GST Expense	4,633	3,357
Employee Benefit Insurance Exp.	1,602	1,475
<b>Total</b>	<b>\$ 80,452</b>	<b>\$ 98,765</b>

The accompanying notes are an integral part of these financial statements.



# Moose Jaw Military Family Resource Centre Inc.

For the Year Ended March 31, 2023

## Schedule of Activity expense

	2023	2022
FLO/IPSC PD & Resources	\$ 17,135	\$ 24,454
FLO/IPSC Travel	4,808	1,976
TC: Casualty Support Childcare	313	120
EFCA (ECC, CSCC & ERCC) Exp.	1,827	2,148
3CFFTS Portage Travel, PD, Training	3,933	3,463
3CFFTS Portage Program & Resource	9,650	4,720
Youth Psychosocial	9,336	11,985
GBV Expense	26,550	31,878
ELC Transitional Childcare Exp.	8,803	12,096
Kids Kloset Expense	272	14
Prev. Sup. Intervention Expense	17,382	25,190
Summer Fun Expense	-	(40)
Parenting Support & Ed. Expense	3,019	5,666
Community Integration Expense	38,811	40,095
Info & Referral Expense	4,281	1,848
Volunteer Sup. & Dev. Expense	17,360	6,531
SLT Expense	3,280	3,280
Wellness/Family Sep Prgm Expense	13,187	13,424
Regina/Reserve Units Exp	15,499	24,459
VFP Exp.	14,083	13,695
SOT - Medical/Dental Travel	3,990	5,123
Vehicle Insurance/Main/Repair Exp.	8,805	2,951
Non School Day/Break Prgm Exp.	3,572	513
Youth Centre Exp.	2,509	-
Volunteer Childcare Exp.	108	-
Project Exp.	-	2,038
<b>Total</b>	<b>\$ 228,513</b>	<b>\$ 237,627</b>

The accompanying notes are an integral part of these financial statements.