

OTTAWA SAFETY COUNCIL
FINANCIAL STATEMENTS
DECEMBER 31, 2013

Independent Auditor's Report
Statement of Financial Position
Statement of Operations
Statement of Changes in Net Assets
Cash Flow Statement
Notes to the Financial Statements

MITCHELL & HOLMES

CHARTERED ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of the
Ottawa Safety Council:

We have audited the accompanying financial statements of the Ottawa Safety Council, which comprise the statement of financial position as at December 31, 2013, the statements of operations and changes in net assets for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

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Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Ottawa Safety Council as at December 31, 2013, 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.



MITCHELL & HOLMES

Chartered Accountants, Licensed Public Accountants

March 24, 2014
Ottawa, Ontario

OTTAWA SAFETY COUNCIL
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2013

	<u>2013</u>	<u>2012</u>
<u>ASSETS</u>		
CURRENT ASSETS		
Cash	\$237,198	\$222,709
Investments (Note 2)	31,842	31,842
Accounts receivable (Note 7)	137,175	151,601
Prepaid expenses (Note 4)	<u>39,758</u>	<u>57,655</u>
	445,973	463,807
PROPERTY AND EQUIPMENT (Notes 2,3)	<u>118,845</u>	<u>90,074</u>
	<u>\$564,818</u>	<u>\$553,881</u>
<u>LIABILITIES</u>		
CURRENT LIABILITIES		
Accounts payable and accruals	\$ 60,206	\$ 44,636
Deferred revenue (Note 5)	<u>1,843</u>	<u>149</u>
	<u>62,049</u>	<u>44,785</u>
<u>NET ASSETS</u>		
NET ASSETS		
Net assets invested in capital assets	118,845	90,074
Internally restricted net assets (Note 10)	135,138	167,134
Unrestricted net assets	<u>248,786</u>	<u>251,888</u>
	<u>502,769</u>	<u>509,096</u>
	<u>\$564,818</u>	<u>\$553,881</u>

On behalf of the board:

.....Director

.....Director

(See accompanying notes to the financial statements)

OTTAWA SAFETY COUNCIL
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>2013</u>	<u>2012</u>
REVENUES		
Programs - Motorcycle	\$ 332,947	\$ 397,250
- Public Safety	21,759	17,141
Contract services - City of Ottawa (Note 11)	1,595,028	1,402,832
Interest income	-	158
Amortization of deferred contributions	-	32,383
Gain on disposal of motorcycles	<u>7,341</u>	<u>2,471</u>
	<u>1,957,075</u>	<u>1,852,235</u>
EXPENDITURES		
Advertising and promotion	46,711	63,572
Amortization	58,332	47,439
Bank and credit card charges	13,871	21,152
Board meetings	4,530	5,758
Communications	14,449	13,798
Conferences	6,541	-
Consulting fee	18,177	17,713
Equipment rental	12,844	18,573
Instructors' costs	55,999	67,171
Insurance	48,819	48,182
Meals	15,274	14,460
Program supplies	34,374	29,866
Office	15,869	12,677
Postage	4,108	5,277
Professional fees	19,902	10,170
Rent	64,816	64,502
Repairs, maintenance and gasoline	18,628	20,276
Salaries and benefits	1,467,070	1,311,986
Student manuals	23,014	29,635
Training and development	15,225	24,522
Travel	<u>4,849</u>	<u>6,213</u>
	<u>1,963,402</u>	<u>1,832,942</u>
EXCESS OF REVENUE OVER EXPENDITURES (EXPENDITURES OVER REVENUES)	\$ <u>(6,327)</u>	\$ <u>19,293</u>

(See accompanying notes to the financial statements)

OTTAWA SAFETY COUNCIL
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2013

	INVESTED IN CAPITAL ASSETS	UNRESTRICTED	INTERNALLY RESTRICTED NET ASSETS	2013 TOTAL	2012 TOTAL
BALANCE, BEGINNING OF YEAR	\$ 90,074	\$251,888	\$167,134	\$509,096	\$489,803
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (58,332)		52,005	-	(6,327)	19,293
INTERNALLY IMPOSED RESTRICTIONS (Note 10)	-	31,996	(31,996)	-	-
DISPOSAL OF CAPITAL ASSETS (2,295)		2,295			
INVESTED IN CAPITAL ASSETS	<u>89,398</u>	<u>(89,398)</u>	<u>-</u>	<u>-</u>	<u>-</u>
BALANCE, END OF YEAR	<u>\$118,845</u>	<u>\$248,786</u>	<u>\$135,138</u>	<u>\$502,769</u>	<u>\$509,096</u>

(See accompanying notes to the financial statements)

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MITCHELL & HOLMES
 CHARTERED ACCOUNTANTS

OTTAWA SAFETY COUNCIL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>2013</u>	<u>2012</u>
NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess of revenues over expenditures (expenditures over revenues)	\$ (6,327)	\$ 19,293
Items not affecting cash:		
Gain on disposal of motorcycles	(7,341)	(2,471)
Amortization	<u>58,332</u>	<u>47,439</u>
	<u>44,664</u>	<u>64,261</u>
Change in non-cash operating working capital items:		
Deferred contributions	-	(31,547)
Accounts receivable	14,426	(22,780)
Prepays	17,897	(17,464)
Deferred revenue	1,694	(166)
Accounts payable and accruals	<u>15,570</u>	<u>(1,109)</u>
	<u>49,587</u>	<u>(73,066)</u>
	94,251	(8,805)
INVESTING		
Disposal of capital assets	9,636	10,174
Purchase of capital assets	<u>(89,398)</u>	<u>(15,366)</u>
NET CASH (OUTFLOW) INFLOW	14,489	(13,997)
CASH POSITION, BEGINNING OF YEAR	<u>254,551</u>	<u>268,548</u>
CASH POSITION, END OF YEAR (1)	<u>\$269,040</u>	<u>\$254,551</u>

1. For the purpose of this statement
cash comprises:

	<u>2013</u>	<u>2012</u>
Cash	\$237,198	\$222,709
Investments	<u>31,842</u>	<u>31,842</u>
	<u>\$269,040</u>	<u>\$254,551</u>

(See accompanying notes to the financial statements)