

# Alberta Bicycle Association 2020 Annual General Meeting



September 21, 2020

## **2020 Board of Directors**

President	Shawn Bunnin
V.P. Administration	Helen Bain
V.P. Racing	Kyle Husband
V.P. Recreation & Transportation	Don Hollingshead
V.P. Women's Cycling	Shantel Koenig
V.P. BMX	Tim Croft
Chief Commissaire	Geordie Ma
Member at Large	James Kendal
Member at Large	Jason Proche
Member at Large	Michael Pinkoski
Member at Large	Mike Chalmers

## **2020 Racing Committee**

V.P. Racing	Kyle Husband
Member	Ed Garvin
Member	Albert Nguyen
Member	Ryan Hopping
Member	Tom Lee
Member	Bridget Linder

*Alberta* 

## **2020 BMX Committee**

V.P. BMX	Tim Croft
Member	Jonas Tremel
Member	Sandy Fokkens
Member	Darren Williams
Member	Mike Slapman
Member	Vacant

## **2019 Recreation & Transportation Committee**

V.P. Recreation & Transportation	Don Hollingshead
Member	Bob Walsh
Member	Darren Bender
Member	Jeff Gruttz
Member	Sally Dolton

## **ABA Staff**

Executive Director	Heather Lothian
Provincial Coach	Scott Laliberte
Road/Track/Cross Coordinator	Jiayi Sun
BMX/MTB Coordinator	Vacant
Admin Assistant	Vacant

The **Mission** of the ABA is to advocate, develop, and facilitate bicycling for Albertans.

The **Vision** of the ABA is to be the recognized authority and leader for bicycling in Alberta.

**2020 Alberta Bicycle Association Annual General Meeting**

**September 21, 2020**

**ABA AGM AGENDA**

**7:00pm-8:00pm**

**Zoom**

1. Review and Approval of Agenda
2. Approval of AGM Minutes October 26, 2019
3. Reports
  - 3.1 Shawn Bunnin-President
  - 3.2 Tim Croft- Vice President BMX
  - 3.3 Kyle Husband- Vice President Racing
  - 3.4 Don Hollingshead- Vice President Recreation & Transportation
  - 3.5 Shantel Koenig- Vice President Women's Racing
  - 3.6 Geordie Ma- Chief Commissaire
4. Items for Approval
  - 4.1 Audited 2019 Financial Statements
5. Elections
  - 5.1 President - 2 years
  - 5.2 Vice President BMX -2 years
  - 5.3 Vice President Racing-2 years
  - 5.4 Chief Commissaire- 2 years
  - 5.5 2 Members at Large-2 years
  - 5.6 3 Racing Committee Members- 2 years
  - 5.7 2 BMX Committee Member- 2 years
6. Other Business
7. Adjournment

*Time allotted for Questions and Answers following the completion of the agenda.*

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## 2019 Alberta Bicycle Association Annual General Meeting

October 26<sup>th</sup>, 2019

1:00PM-2:00PM

### Minutes

#### 1. Review and Approval of Agenda

*Motion to approve the agenda- Chris Bullivant/Michael Pinkoski-carried*

#### 2. Approval of AGM Minutes September 29<sup>th</sup>, 2018

*Motion to approve the AGM minutes from September 29<sup>th</sup>, 2019- Robert Armstrong/Erin Ruttan  
-carried*

#### 3. Reports

##### 3.1 Shawn Bunnin-President

Several committees were formed in 2019, still lots of outstanding business  
Strategically the ABA is focusing on young athletes, Jr development, growing membership,  
both racing for better races and general members, to ensure ABA is a strong organization moving forward

ABA is an event facilitator not an organizer, focus on support and added value  
R&T advocacy important- interesting things happening outside the ABA (5 full time staff)  
Thank you to the staff  
Not resting, continuing to move forward

##### 3.1 Tim Croft- Vice President BMX

Doing quite well, broke records for entries at races. Top race was 725, some adapting must happen with the larger numbers  
National champs- 110 riders from AB, many with podium finishes  
Growth of 25% in last 5 years

##### 3.3 Kyle Husband- Vice President Racing

Had some good results on the international stage  
Changed upgrade procedure around Cross- positive feedback so far  
MTB categories have been changed so riders can choose ability category  
Looking for a High Performance coach  
CSI program has closed- no youth program in Calgary, looking at solutions  
Question- how does the CSI program effect the High Performance position?  
Moving forward with a full time HP director, is positive change for ABA and could benefit our JR racers

##### 3.4 Don Hollingshead- Vice President Recreation & Transportation

Formation of the Alberta Cycling Coalition  
Advocacy wise- Committee is asking for a moratorium on rumble strips- going to try intermittent rumble strips  
Maintenance of rumble strips now something they are working on  
Lots of new bicycle infrastructure going into cities

### **3.5 Shantel Koenig- Vice President Women's Racing**

Proud of women's cycling in AB, depth and strength of those coming out of the program  
Participation is Masters heavy with National and International results, gap with Jr. racers right now

Always looking for feedback

Grant going towards a women's cycling conference (will be an open forum) for women to give feedback and see how to get more women involved

### **3.6 Geordie Ma- Chief Commissaire**

In BMX there were 3 commissaire who attended the national course and 1 the UCI course

Struggle to bring in new people, Mountain bike has struggle to get a course together

Had 1 attend the Elite National course from MTB side

Ask everyone to identify and encourage clubs to help with finding commissaires

Plan to have a Provincial A course focusing on soft skills

## **4. Items for Approval**

### **4.1 Audited 2018 Financial Statements**

Question regarding office expenses increase— purchased new computers, increase in supplies

Biggest expense staff, grants have fluctuated, racing programs especially junior development

Try to keep an even budget

Have a large cash balance to ensure we have some money set aside depending on funding from provincial government

*Motion to approve 2018 financial statements- Aaron Schooler/Mike Chalmers-carried*

## **5. Elections**

*Motion to have Heather Lothian and Michael Pinkoski as scrutineers— Helen Bain/Tim Croft-carried*

### **5.1 Vice President Administration- 2 years**

Helen Bain nominated by Kyle Husband/Chris Bullivant

Acclaimed- Helen Bain

### **5.2 Vice President Recreation & Transportation -2 years**

Don Hollingshead nominated by Bob Walsh/James Kendal

Acclaimed-Don Hollingshead

### **5.3 Vice President Women's Racing-2 years**

Shantel Koenig nominated by Kyle Husband/Helen Bain

Acclaimed-Shantel Koenig

#### **5.4 2 Members at Large-2 years**

Paul Wyminga- Nominated by Shantel Koenig/Rory Carrol- not a member so ineligible

Robert Armstrong- Nominated by Tom Lee/Peter Heinemeyer

Mike Chalmers- Nominated by Mike Chalmers/Tim Croft

Jason Proche- Nominated by Erin Ruttan/Jen Proche

*Elected- Mike Chalmers and Jason Proche*

#### **5.5 2 Racing Committee Members- 2 years**

Rory Carroll- Nominated by Shantel Koenig/Albert Nguyen

Ryan Hopping- Nominated by Kyle Husband/Helen Bain

Tom Lee- Nominated by Tom Lee/Peter Heinemeyer

*Elected- Tom Lee, Ryan Hopping*

#### **5.6 3 BMX Committee Member- 2 years**

Mike Slapman- Nominated by Mike Slapman/Chris Bullivant

Sandy Fokkens- Nominated by Sandy Fokkens/Darren Williams (via nomination form)

Jonas Tremel-Nominated by Dylan Tremel/Mike Slapman

Ryan Reeves- Nominated by Ryan Reeves/Trever Foster (via nomination form)

Doug Jones- Nominated by Doug Jones/Michael Pinkoski

*Elected – Mike Slapman, Jonas Tremel, Sandy Fokkens*

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*Motion to destroy the ballots- Robert Armstrong/Tom Lee- carried*

### **6. Other Business**

Aaron Schooler spoke about the Alberta Cycling Coalition

- He is co-chair of the steering committee, made up of members from all over the province
- Requested people sign up and contact their MLA on behalf of the organization
- Major focuses are: 2 abreast riding, 1 metre rule, wording on where cyclists should ride on the road
- Collecting signatures to petition for these changes to the Alberta Safety Act

### **7. Adjournment**

*Motion to adjourn- 3:20pm –Chris Bullivant/Michael Pinkoski*

**President  
Shawn Bunnin**

Greetings Members,

2020 has been a most unexpected and challenging year for the ABA. The COVID-19 pandemic has prevented our traditional events from taking place where close riding or interaction would take place. Aside from the loss of events that members all look forward to, the most frustrating part of this year was the efforts endured by the Board, committees and staff throughout the summer to salvage some portion of our events calendar, to no avail. On behalf of all members I would like to thank the efforts of these people, and the efforts of any organizer who attempted to continue their events under the moving targets of health regulations.

As we enter into the fall, there has been hope in the form of events returning in smaller and modified formats. While this may not be the feel members are accustomed to, I find it encouraging that we again have opportunities to get out and ride organized again. There has been a lot of work and risk-taking from those organizing these events, and I encourage all members to support them where available.

Your support of the Alberta Bicycle Association is needed now as much as ever. The revenue model of the ABA relies heavily on membership & license revenue; along with Government grants to fund our operations. These operations include the continuity provided by our full-time staff. In 2020 the ABA was faced with the extremely difficult decision to cut our operating costs as we faced a sharp drop in membership revenue. As a result of this action, programming was restricted and staff count was reduced. We believe that as a result of these actions, the Association has adequate financial resources to sustain operations until a return to membership revenue can be demonstrated. However - we need your support as members.

The organized cycling community in Alberta relies on the involvement of as many cyclists as possible. We need your help by staying involved, building community through local clubs, helping organize an event, and supporting the events put on by an invaluable group of volunteers who do so every year. If you appreciate the community and recreation opportunities provided by organized cycling in the Province of Alberta, then we need your support now, more than ever.

2020 concludes my 3rd term as President. I have greatly appreciated the opportunity to serve in this role for the last 6 years. I thank the Staff and the Board for their efforts and cooperation as we achieved many things together during this time. A new President will take over in 2021, and I look forward to staying close by to see the fresh ideas and energy that they will bring.

Yours in Cycling,

Shawn Bunnin

President



## **Vice President– Women's Racing Shantel Koenig**

This was a year like no other, and it certainly presented some interesting constraints on cycling activities and events as we have traditionally thought of them. However, as the year progressed and restrictions were relaxed to various degrees, group activities were able to start up, and as we look to next year, I believe the ABA and women's cycling in general have been presented with some great opportunities.

All of us "long time" cyclists have no doubt noticed the overall large increase in cyclists of all ages and abilities over the spring and summer, and I'd like to challenge us all to be welcoming, helpful, and encouraging to all these new cyclists and those returning to cycling. More bicycles and more cyclists is a very good thing, and we should see this as an opportunity to increase the organization's membership, profile, and reach.

I'd like to commend our lady-focused clubs for keeping riders engaged despite all of the challenging conditions and restrictions. Many of the women's clubs once again filled to capacity, which is a great challenge to have, but one that certainly needs to be addressed so that even more ladies can enjoy the support and camaraderie that clubs provide. Level-specific interclub rides have also been popping up (e.g., the Hardcore biweekly women's fast ride), and I'd like to give an extra shout out to Women On Wheels for starting up a program for younger girls, which is outstanding, since the lack of youth-specific programming has been a major issue that has been raised consistently. It has also been great seeing ladies exploring new roads and trails and trying new types of cycling activities and disciplines, such as bike-packing and gravel riding. When not cycling, ladies have been building trails and taking coaching classes, and I commend everyone out there for staying motivated and involved. The stoke is higher than ever for cycling, which makes for exciting times ahead.

While most racing has been put on hold until next year, our high-performance Albertan female athletes have still been making a mark - Kelsey Mitchell, Sydney McGill, Sara Poidevin, and others have been hard at work training and attending events where possible. Good luck to all our female athletes as they look towards 2021 to meet goals, set personal bests, and compete to the best of their ability.

Obviously, there are always things to work on, and while we confront the issues that have been presented to our sport by the pandemic, I believe we can work towards solving many of these challenges as an organization. Increasing our female membership is a major goal going forward, and one of my personal goals is to get more ladies involved both as ABA members and also at the board member level so that female representation and voices are strong as move and grow. As we move into 2021, I am hoping to change my role on the board to a stronger leadership position, and I am also hoping that someone that is a keen advocate for women's cycling in Alberta will take on my current VP position. I have thoroughly enjoyed my time as VP, I thank all those ladies that have provided their insights and feedback on cycling and racing issues, and I will continue to do my best to support clubs and events that welcome and empower female cyclists.

Stay safe and healthy, and keep pedaling!

**Vice President Recreation and Transportation  
Don Hollingshead**

R&T Committee

Don Hollingshead Chair

Karly Coleman

Jeff Gruttz,

Bob Walsh

Darren Bender

Sally Dolton

**Alberta Cycling Coalition**

The formation of The Alberta Cycling Coalition (ACC) is an attempt to bring together all the various cycling groups in the province (both affiliated and unaffiliated with the ABA) that are interested in making the Traffic Safety Act more “bicycle friendly”. A steering committee was struck in August of 2018.

The ACC steering committee (Greg Neiman (Red Deer), Don Hollingshead (Calgary), Vincent Chahley (Calgary), Bob Walsh (Fairview), Tyler Stewart (Lethbridge)) is co-chaired by Aaron Schooler and Annie McKittrick.

Annie McKittrick is a former NDP MLA for Sherwood Park. Annie’s Bill 214, the minimum passing law, received first reading in the AB Legislature in Dec 2018. The ACC is presently constituted with the ABA as a sub-committee of the R&T committee.

ABA received \$25k in January 2019 on behalf of the ACC. The funds were spent on:

- a few promotional items for publicity at cycling events
- minimum passing distance bumper stickers
- branding and logo production
- website
- research to build a database of provincial cycling contacts
- Travel expenses for 2 face to face steering committee meetings

Aaron Schooler worked with the Alberta Transportation Safety Fund Manager to keep them informed of our progress with the grant spending.

ACC has created a data base of cycling interested persons and organizations in Alberta and has established a network of representatives in Medicine Hat, Olds / County of Mountain View, Town and County of Athabasca, St. Albert, Calgary, Red Deer and Edmonton.

ACC’s petition was circulated at many provincial cycling events during 2019 including the ABA AGM.

MLA Issik (UCP Calgary-Glenmore) read our Petition in the Assembly Wednesday July 8, 2020 shortly before they adjourned for the summer. Following were a few radio interviews in Calgary and Edmonton with Aaron Schooler about the Traffic Safety Act changes that are being sought by ACC.

## **Alberta Bicycle Facilities Design Guide Status**

The introduction of on-street cycling infrastructure in major Alberta cities has prompted the development of a standardization guide to encourage future such facilities and to focus the need for changes to the province's Traffic Safety Act to make certain aspects of these designs legal. Eventually the province will have to take responsibility for educating motorists on how to navigate these facilities, so standardisation is important.

The Core Project Team - made up of a partnership between The City of Calgary, Alberta Transportation, The City of Edmonton, The City of Red Deer, The Town of Canmore and Rocky View County - has been actively working to develop and refine the content in The Guide.

A draft of The Guide has been completed. Before The Guide is available to everyone, it will be compared to current local and provincial legislation through a Legislative Review. The Legislative Review is needed to see if changes are required to the rules of the road to accommodate bicycle users as shown in The Guide. The Legislative Review is currently underway and will determine what changes are required to Traffic Safety Act and other relevant legislation.

The Legislative Review was anticipated to be completed by the end of 2019 but is now in limbo due to C-19. A timeline for potential changes to legislation will follow the Province of Alberta's process for changes to legislation.

The most up to date information about the Alberta bicycle facilities design guide project can be found at: [www.calgary.ca/bikeguide](http://www.calgary.ca/bikeguide)

## **Trails**

Jeff Grutz sits as the cycling representative on the [Alberta TrailNet Society](#) Board of Directors, and is active on other trail related societies such as the [Great Divide Trail Assn](#) and [Friends of Kananaskis Country](#).

Jeff has been working with Alberta Parks to change their policies surrounding non-reserved camping opportunities for self propelled travellers. His hope is to establish hiker/biker campsites in all of the Alberta Provincial Campgrounds.

Jeff's latest campaign is hiker biker campsites along the recently completed High Rockies Trail between Goat Creek and Elk Pass in Kananaskis Country.

Alberta Trail Net is making significant progress on the [Meadowlark Trail](#) between Irricana and Beiseker (just north and east of Calgary). Both bridges have been re-established across Crossfield and Rosebud Creeks. Checkout the [drone flyover video of the trail](#) from 2019.

## **Vice President Racing**

### **Kyle Husband**

Unfortunately, this year has not panned out the way we thought it would for racing. Early in the year many cities and communities ended up cancelling all the events and permits until about September or only allowing them to go forwards but with many new restrictions and protocols in place. This ended up cancelling all road, mountain bike and track events scheduled during the summer. For the cyclocross season there has been little appetite by organizers to put on races with extra work required with the new protocols and some restrictions still in place and expected lower numbers be due to regional and cohort restrictions.

Despite all of this, I feel that this turn of events might actually have a few silver linings,

- It gave some of the long-time organizers a break, which might result in renewed enthusiasm for next season

- A few new organizers with new ideas might now step up to add new events to the calendar

- A rise in bicycle sales, which I believe, will result in more people wanting to race or challenge themselves in the coming years

I'm sure there are still many who are disappointed with the lack of racing this year but I feel we always need to look forward and perhaps re-assess what makes a great events that can still be run safely in different situations.

I would like to thank the race committee and the ABA for the continued support and involvement despite the lack of racing. A lot of great ideas were put forth during the committee meetings and I believe there were some positives outcomes that will help in the future.

While there was a lack of racing mostly due to government restrictions for most of the year, there were a couple of events in the fall such as Trackfest hosted by the CBTL and a cyclocross race hosted by Midweek Mayhem in Calgary. There are now a couple more events in the works scheduled for the near future.

Another set back in restarting the cyclocross season is the fact that the 2020 Canadian National Cyclocross Championships have been cancelled which I believe will contribute to lack of interest in racing for the season.

Even though there was not much of a season this year, I'm hoping that next year as a community we can pull together to create new events, build a stronger community in order to keep racing going strong and sustainable in the future. We have always consistently produced some of the best athletes in Canada in several disciplines but it takes support from the membership to continue that trend.

**Chief Commissaire  
Geordie Ma**

2020 of course, is an unusual year for all of cycling. This of course was felt on the commissairing side as well.

One highlight from the past year:

Chris Bullivant was notified that he has successfully completed his practical evaluation and has been granted the status of International BMX Commissaire by the UCI. Congratulations, Chris!

Unfortunately, all commissaire training that had been planned for the season were cancelled as a result of the pandemic. We had an opportunity to conduct a webinar in late April that brought together commissaires from across the Prairie provinces. It was a great opportunity to catch up and share information across provinces.

Like many I look forward to a return to normal in 2021.

Kindest regards,

Geordie Ma  
Provincial Chief Commissaire  
UCI BMX & MTB Commissaire

**ALBERTA BICYCLE ASSOCIATION**

**EDMONTON, ALBERTA**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED DECEMBER 31, 2019**

Draft

## **INDEPENDENT AUDITORS' REPORT**

To the Board of the Alberta Bicycle Association

### *Opinion*

We have audited the financial statements of the Alberta Bicycle Association (the "Association"), which comprise the statement of financial position as at December 31, 2019, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2019, and the results of its operations and the changes in its net assets and 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 *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe 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 Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

(continues)

*Auditor's Responsibility 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 auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but it 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 Association's internal control.
- Evaluate the appropriateness of accounting policies 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 Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' 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 auditors' report. However, future events or conditions may cause the Association 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.

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Chartered Professional Accountants

Edmonton, Alberta

April 6, 2020



**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT DECEMBER 31, 2019**

	<u>2019</u>	<u>2018</u>
<b><u>ASSETS</u></b>		
Current Assets		
Cash and cash equivalents (Note 3)	\$ 436,710	\$ 544,774
Accounts receivable (Note 4)	69,932	40,699
Prepaid expenses	<u>40,755</u>	<u>528</u>
	<b>547,397</b>	586,001
Tangible Capital Assets (Note 5)	<u>27,430</u>	<u>29,478</u>
	<b><u>\$ 574,827</u></b>	<b><u>\$ 615,479</u></b>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 10,643	\$ 7,975
Goods and Services Tax payable	13,387	16,382
Deferred contributions - operating (Note 6)	<u>51,420</u>	<u>102,157</u>
	<b>75,450</b>	126,514
Deferred contributions - tangible capital assets (Note 7)	<u>-</u>	<u>3,440</u>
	<b><u>75,450</u></b>	<b><u>129,954</u></b>
Net Assets		
Invested in tangible capital assets	27,430	26,037
Unrestricted	<u>471,947</u>	<u>459,488</u>
	<b><u>499,377</u></b>	<b><u>485,525</u></b>
	<b><u>\$ 574,827</u></b>	<b><u>\$ 615,479</u></b>

**APPROVED ON BEHALF OF THE BOARD:**

\_\_\_\_\_ Director

\_\_\_\_\_ Director

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>2019</u>	<u>2018</u>
<b>Revenue</b>		
Licenses and memberships	\$ 442,097	\$ 425,390
Grants (Note 8)	114,251	109,128
Casino	68,746	45,981
Program fees	53,345	55,273
Races	28,509	37,012
Fundraising	18,596	19,415
Amortization of deferred capital contributions	3,441	3,441
Miscellaneous	2,580	2,760
Interest	<u>1,830</u>	<u>656</u>
	<u>733,395</u>	<u>699,056</u>
<b>Expenses</b>		
Salaries, wages and benefits	219,192	217,755
Insurance	133,226	138,386
Racing programs (Schedule I)	106,279	101,589
BMX programs (Schedule II)	58,559	64,559
Canadian Cycling Association	44,086	38,939
High performance coaching	39,958	39,422
Office	29,295	20,043
Bank charges	17,937	18,758
Amortization	15,013	10,691
Professional fees	11,440	10,330
Safety initiative	9,740	-
Bad debt	9,646	-
Event hosting	7,005	8,391
Van	5,489	1,993
Telephone	5,297	5,161
Rent	3,121	3,098
Meetings	1,918	2,202
Marketing	1,718	3,084
Recreation and transportation programs	624	519
Coach evaluations	<u>-</u>	<u>2,367</u>
	<u>719,543</u>	<u>687,287</u>
<b>Excess of Revenue over Expenses</b>	<b>\$ <u>13,852</u></b>	<b>\$ <u>11,769</u></b>

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

	<b>Invested in Tangible Capital Assets</b>		<b>2019 Total</b>	<b>2018 Total</b>
	<b>Assets</b>	<b>Unrestricted</b>		
<b>Balance, Beginning of Year</b>	\$ 26,037	\$ 459,488	\$ <b>485,525</b>	\$ 473,756
Excess of Revenue over Expenses	-	13,852	<b>13,852</b>	11,769
Purchase of Tangible Capital Assets	12,965	(12,965)	-	-
Amortization of Tangible Capital Assets	(15,013)	15,013	-	-
Amortization of Deferred Capital Contributions	<u>3,441</u>	<u>(3,441)</u>	<u>-</u>	<u>-</u>
<b>Balance, End of Year</b>	<u>\$ 27,430</u>	<u>\$ 471,947</u>	<u>\$ <b>499,377</b></u>	<u>\$ 485,525</u>

Draft

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>2019</u>	<u>2018</u>
<b>Operating Activities</b>		
Cash and cash equivalents from operations		
Excess of revenue over expenses	\$ 13,852	\$ 11,769
Items not affecting cash and cash equivalents:		
Amortization of tangible capital assets	15,013	10,691
Amortization of deferred capital contributions	<u>(3,441)</u>	<u>(3,441)</u>
	<b>25,424</b>	19,019
 Change in non-cash working capital:		
Accounts receivable	(29,232)	(2,627)
Prepaid expenses	(40,227)	-
Accounts payable and accrued liabilities	2,668	(18,551)
Goods and Services Tax payable	(2,995)	2,180
Deferred contributions - operating	<u>(50,737)</u>	<u>26,696</u>
	<b>(95,099)</b>	26,717
 <b>Investing Activities</b>		
Purchase of tangible capital assets	<u>(12,965)</u>	<u>-</u>
 <b>Change in Cash and Cash Equivalents During the Year</b>	<b>(108,064)</b>	26,717
 <b>Cash and Cash Equivalents, Beginning of Year</b>	<u>544,774</u>	<u>518,057</u>
 <b>Cash and Cash Equivalents, End of Year</b>	<b><u>\$ 436,710</u></b>	<b><u>\$ 544,774</u></b>

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2019**

**1. NATURE OF OPERATIONS**

The Association was established to be the organizing body which promotes all aspects of cycling in Alberta. The Association is a not-for-profit organization incorporated under *The Societies Act* of Alberta and is exempt from income tax under section 149(1)(l) of the Income Tax Act.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of Presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Revenue Recognition

The Association 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.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Licenses, membership dues, program and race fees are recognized as revenue in the year to which they relate.

Cash and Cash Equivalents

Cash and cash equivalents include cash and guaranteed investment certificates that are readily converted into known amounts of cash and are subject to an insignificant change in value. The guaranteed investment certificates are held for the purpose of meeting short-term cash commitments rather than for investing.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Contributed tangible capital assets are recorded at fair value at the date of contribution. When a tangible capital asset no longer contributes to the Association's ability to provide services or the value of future economic benefits associated with the tangible capital asset is less than its net book value, the carrying value of the tangible capital asset is reduced to reflect the decline in the asset's value. Any net write-downs are accounted for as expenses in the statement of operations.

Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Office equipment	3 years	Straight-line basis
Trailers	10 years	Straight-line basis
Vehicles	10 years	Straight-line basis
Timing equipment	3 years	Straight-line basis
BMX equipment	3 years	Straight-line basis
Computer software	3 years	Straight-line basis

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**  
**DECEMBER 31, 2019**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Measurement Uncertainty

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 recorded amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management's estimates include the useful lives of tangible capital assets and the corresponding rates of amortization. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

Financial Instruments

*Measurement of financial instruments*

The Association initially measures its financial assets and financial liabilities at fair value and subsequently measures all financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and cash equivalents and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

*Impairment*

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statement of operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations.

**3. CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include restricted funds of \$47,064 (2018 - \$93,426). These funds are derived from the Association's casino activities and grants and are restricted in their use, subject to the terms and conditions of the Association's casino license and grant funding agreements.

Cash and cash equivalents include one guaranteed investment certificate for \$117,040 earning interest at a rate of 1.5%, maturing in January 2020.

**4. ACCOUNTS RECEIVABLE**

	<u><b>2019</b></u>	<u><b>2018</b></u>
Trade receivables	\$ 78,647	\$ 50,573
Interest receivable	1,712	553
Allowance for doubtful accounts	<u>(10,427)</u>	<u>(10,427)</u>
	<u><b>\$ 69,932</b></u>	<u><b>\$ 40,699</b></u>

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**

**DECEMBER 31, 2019**

**5. TANGIBLE CAPITAL ASSETS**

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<b><u>2019</u></b>	<b><u>2018</u></b>
Trailers	\$ 42,670	\$ 38,289	\$ 4,381	\$ 8,648
Vehicles	26,608	15,965	<b>10,643</b>	13,304
Timing equipment	29,779	17,373	<b>12,406</b>	7,526
Office equipment	43,781	43,781	-	-
BMX equipment	1,386	1,386	-	-
Computer software	<u>1,054</u>	<u>1,054</u>	<u>-</u>	<u>-</u>
	<b><u>\$ 145,278</u></b>	<b><u>\$ 117,848</u></b>	<b><u>\$ 27,430</u></b>	<b><u>\$ 29,478</u></b>

**6. DEFERRED CONTRIBUTIONS - OPERATING**

Deferred contributions represent restricted operating funding received or receivable in the current year for which the corresponding expenses have not yet been incurred.

	<b><u>2019</u></b>	<b><u>2018</u></b>
Casino funding	\$ 24,680	\$ 93,426
Alberta Transportation grant	<b>15,260</b>	-
Western Canada Summer Games grant	<b>7,124</b>	-
Memberships	<u><b>4,356</b></u>	<u>8,731</u>
	<b><u>\$ 51,420</u></b>	<b><u>\$ 102,157</u></b>

**7. DEFERRED CONTRIBUTIONS - TANGIBLE CAPITAL ASSETS**

Deferred contributions related to tangible capital assets represent contributions received to fund tangible capital asset purchases.

	<b><u>2019</u></b>	<b><u>2018</u></b>
Balance, beginning of year	\$ 3,440	\$ 6,881
Amounts amortized	<u>(3,440)</u>	<u>(3,441)</u>
Balance, end of year	<b><u>\$ -</u></b>	<b><u>\$ 3,440</u></b>

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**  
**DECEMBER 31, 2019**

**8. GRANT REVENUE**

	<u><b>2019</b></u>	<u><b>2018</b></u>
Alberta Sport Connection:		
Annual Association Grant	\$ <b>79,635</b>	\$ 71,228
High Performance Coaching	<b>18,000</b>	27,000
Western Canada Summer Games	<b>6,876</b>	-
Donation Fund	-	3,500
Alberta Summer Games	-	3,400
Coach Education	-	2,000
Coach Evaluation	-	2,000
Alberta Transportation grant	<u><b>9,740</b></u>	<u>-</u>
	<u><b>\$ 114,251</b></u>	<u><b>\$ 109,128</b></u>

**9. FINANCIAL INSTRUMENTS**

It is management's opinion that the Association is not exposed to significant credit, liquidity, market, currency, interest rate or other price risk through its financial instruments which include cash and cash equivalents, accounts receivable and accounts payable and accrued liabilities.

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ALBERTA BICYCLE ASSOCIATION

SCHEDULE I

RACING PROGRAM EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>2019</u>	<u>2018</u>
Provincial team	\$ 39,121	\$ 41,931
Events	29,723	27,471
Commissaire	16,530	14,290
Coaching development	6,543	8,589
Equipment and supplies	6,352	2,488
Committee meetings	4,006	2,503
Medals and awards	3,594	4,317
Courses, camps and clinics	<u>410</u>	<u>-</u>
	<u>\$ 106,279</u>	<u>\$ 101,589</u>

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ALBERTA BICYCLE ASSOCIATION

SCHEDULE II

BMX PROGRAM EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>2019</u>	<u>2018</u>
Provincial team	\$ 35,516	\$ 29,014
Club remittance	18,180	32,240
Events	2,000	-
Medals and awards	772	1,024
Miscellaneous	637	323
Commissaire	500	500
Coaching	498	-
Committee meetings	402	1,340
Technical delegate	54	-
Advertising	<u>-</u>	<u>118</u>
	<u>\$ 58,559</u>	<u>\$ 64,559</u>

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