

# Alberta Bicycle Association 2016 Annual General Meeting



October 16, 2016  
Red Deer, AB



## **2016 Board of Directors**

President	Shawn Bunnin
V.P. Administration	Helen Bain
V.P. Racing	Brent Topilko
V.P. Recreation & Transportation	Karly Coleman
V.P. Women's Cycling	Deanne Coish
V.P. BMX	Tim Croft
Chief Commissaire	Geordie Ma
Member at Large	Charles Bougie
Member at Large	James Kendal
Member at Large	Angus Cowen
Member at Large	Shantel Koenig

## **2016 Racing Committee**

V.P. Racing	Brent Topilko
Member	Mark Jung
Member	Alana Heise
Member	Robert Armstrong
Member	Shaun Adamson
Member	Vacant



## **2016 BMX Committee**

V.P. BMX	Tim Croft
Member	Jonas Tremel
Member	Doug Jones
Member	Chris Bullivant

## **2016 Recreation & Transportation Committee**

V.P. Recreation & Transportation	Karly Coleman
Member	Don Hollingshead
Member	Seth Petrie
Member	Jeff Gruttz
Member	Krystyn Ong

## **ABA Staff**

Executive Director	Heather Lothian
Provincial Coach	Phil Abbott
Lead Sport Coordinator	Taras Feculak
Events Coordinator	TBD
Admin Assistant	Joan Couling

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.

**2016 Alberta Bicycle Association Annual General Meeting Agenda**  
**October 16, 2016**  
**5:00pm-6:30pm**  
**Clearview Community Hall, Red Deer**

1. Review and Approval of Agenda
2. Approval of AGM Minutes
3. Reports
  - 3.1 Shawn Bunnin-President
  - 3.2 Helen Bain- Vice President Administration
  - 3.3 Tim Croft- Vice President BMX
  - 3.4 Brent Topilko- Vice President Racing
  - 3.5 Karly Coleman- Vice President Recreation & Transportation
  - 3.6 Deanne Coish- Vice President Women's Racing
4. Items for Approval
  - 4.1 Audited 2015 Financial Statements
5. Elections
  - 5.1 President - 2 years
  - 5.2 Vice President Racing- 2 years
  - 5.3 Vice President BMX- 2 years
  - 5.4 Chief Commissaire- 12years
  - 5.5 2 Members at Large-2 years
  - 5.6 3 Racing Committee Members- 2 years
  - 5.9 1 BMX Committee Member- 2 years
  - 5.10 2 Financial Auditors- 1 year
- 6.0 Other Business
- 7.0 Adjournment

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

**2015 Alberta Bicycle Association Annual General Meeting Minutes**  
**September 26, 2015, 4:00PM-5:30PM**  
**Argyll Velodrome**  
**Edmonton**

*Quorum not achieved. Agreed to meet in 15 mins (4:30)*

Shawn Bunnin presented the yearly award winners  
Female athlete of the year- Monique Sullivan  
Male athlete of the year- Evan Burtnik  
Coach of the year Cam Jennings  
President's award – Brent Topilko  
Michael Almdal Scholarship- Sara Poidevin

**1. Review and Approval of Agenda**

Motion to approve the agenda Chris Bullivant/Tim Croft- carried

**2. Approval of AGM Minutes October 4, 2014**

Motion to approve the minutes from October 4, 2014- Brent Topilko/Kyle Husband- carried

**3. Reports**

**3.1 Shawn Bunnin-President**

Cycling in AB/Western Canada best it is has ever been.  
Becoming a mainstream sport  
2015 great year, more races, emergence of some new races  
Juniors doing well, national podium potential in all disciplines  
Fiscally the ABA is in a strong position

**3.2 Helen Bain- Vice President Administration**

ABA is doing well  
Have had the books professionally audited  
Plan to have enough funds to cover any grants that may not come through

**3.3 Darren Williams- Vice President BMX**

Announced that he has decided to stepping down after 1 year  
BMX is alive and well, very strong province in Canada  
Participation is up about 10 percent  
Provincial Team- getting stronger, 2 racers on the National team  
Calgary hosted a UCI race in 2015 hosting Nationals in 2016 & 2017, looking to build a Supercross track

**3.4 Geordie Ma- Chief Commissaire**

Not present at the meeting

**3.5 Shaun Adamson- Vice President Racing**

Not present at the meeting  
Karly Coleman- Vice President Recreation & Transportation  
Not present at the meeting

**3.6 Geoff McGill- Vice President Women's Racing**

Not present at the meeting

**4. Items for Approval**

**4.1 Audited 2014 Financial Statements**

Motion to approve the financial statements as presented Brent Topilko/Kyle Husband-carried

**5. Elections**

Scrutinizers set as Phil Abbott and Joan Couling

**5.1 Vice President Administration - 2 years**

Nominated Helen Bain- Chris Bullivant/Ashley Turgeon  
Acclaimed

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

Karly Coleman- Helen Bain/Mark Jung  
Acclaimed

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

Nominated- Deanne Coish- Nicole Barby/Sarah McCartney  
Acclaimed

**5.4 Vice President BMX- 1 year**

Nominated- Tim Croft-Chris Bullivant/Carolyn Croft  
Tina Tuchscherer- Ashley Turgeon/Jonas Tremel  
John Lavorato- Darren Williams

Elected- Tim Croft

**5.5 2 Members at Large-2 years**

Nominated -Shantel Koenig -Mark Jung/Kyle Anderson  
James Kendal- Brent Topilko/Gayle Wozny  
Michael Pinkoski- Helen Bain/Bernie Fagnan- declined nomination

Acclaimed Shantel Koenig and James Kendal

**5.6 2 Racing Committee Members- 2 years**

Nominated-Mark Jung- Shantel Koenig/Ashley Turgeon  
Andrew Rockwell – Brent Topilko/Robert Armstrong  
Shaun Adamson- Helen Bain/Oliver Walls

Elected Shaun Adamson and Mark Jung

**5.7 2 BMX Committee Member- 2 years**

Nominated- Jonas Tremel- Chris Bullivant/Doug Jones  
Doug Jones- Tina Tuchscherer/Jonas Tremel  
John Lavorato- Darren Williams/Tim Croft  
Tina Tuchscherer- Helen Bain- declined

Elected – Doug Jones and Jonas Tremel

**5.8 2 Financial Auditors- 1 year**

Motion to defer the selection of the accountants to the Board of Directors, will either be the Federation of Calgary Communities or  
Hawkings Epp Dumont -Helen Bain/Chris Bullivant- carried

**5.9 Vice President Racing- 1 year**

Nominations- Shaun Adamson- Helen Bain/Robert Armstrong  
Brent Topilko- Andrew Rockwell/Mark Jung

Elected Brent Topilko

**5.10 Chief Commissaire- 1 year**

Nominations- Geordie Ma- Carolyn Croft/Chris Bullivant  
Acclaimed

Motion to destroy the ballots- Ashley Turgeon/Chris Bullivant- carried

**6.0 Adjournment**

Motion to adjourn – Michael Pinkoski

## President' Report – Shawn Bunnin

Cycling in Alberta continues to enjoy its strongest participation & awareness in the last decade. As the governing body for all forms of organized cycling in the province, the Alberta Bicycle Association has a great opportunity to benefit from this in all our strategic priorities of cycling advocacy, racing, development, and member recruitment.

2016 saw an increase in the number of races and participants. We sanctioned more races in every discipline, in an attempt to offer more options to members. The Tour of Alberta held its fourth year, and was viewed as a success as judged by the level of competition present. This event continues to raise the level and awareness of cycling in our province, and ABA staff were directly involved during the week of the tour.

An outstanding success in 2016 was our Trailblazers Youth Riding program where participation doubled to over 1100. As this program introduces children aged 8-16 to the sport of cycling, the future generation of cyclists is born. We will see this benefit in years to come, and its foundation is being laid now.

The ABA had a strong fiscal year in 2015, and we are on track to meet or exceed that performance in 2016. We are currently well-capitalized and hold sufficient reserves to deal with unforeseen events and opportunities. In 2017, we will continue to operate within the limits of our cash flow to fulfill our mission and make the capital purchases required to do so. Growth opportunities will be pursued through expansion of revenue & sponsorship where available.

Our challenge as an organization in 2017 will be to continue facilitating growth of our sport through current means and resources. Top priorities continue to be growing the number and variety of events that our members have to choose from, and working with organizers to make sanctioning a race with the ABA into a competitive advantage. Examples of this include the staffing, timing systems, and promotion that we are able to offer. I feel this quality of event increases the value of an ABA membership, and will continue to strengthen our organization through membership growth.

2016 produced National and Olympic Medals from alumni of our Junior & Paralympic development programs, a testament to the great riders and hard work that comes out of Alberta. This is due in part to an excellent job of recruitment and development by our coaches - including our Provincial Team Coach, Phillipe Abbott. Our second challenge in 2017 is to continue recruiting and developing our Junior and Paralympic athletes, and fundraising will be a focus in 2017, so that this success may continue.

Finally, our organization is run by a dedicated group of staff & volunteers. Without them it would not be possible to succeed. I would like to thank them along with Heather Lothian, Taras Feculak, Jordan McGuire, Joan Couling, and Phil Abbott for their great contribution to our organization in 2016.

Thanks for riding with us in 2016. I look forward to the 2017 year, and sharing it with all of you.

Yours in Cycling,

Shawn Bunnin



## Chief Commissaire's Report – Geordie Ma

2016 has been a fantastic season, with the excitement of another Olympic games and a robust racing series here in Alberta. I'm immensely proud of the direct involvement our Alberta based commissaires have in growing and developing the sport of cycling, not just in our back yard but around the world.

This past year marked several highlights on the officiating side of our organization:

Andy Holmwood attended and successfully passed an Elite National Commissaire course for the road discipline in Colorado Springs, CO. Elite National Commissaire is a designation awarded directly by the UCI and is seen as the required level to be eligible to become a UCI International Commissaire. In addition, he remained in Colorado Springs for an extra day and completed the National CX commissaire course in the US.

Last year we had several of our commissaires successfully complete the classroom portion of their National MTB designation. I'm pleased to report that they have now all passed their practical examinations and are recognized as fully certified National MTB Commissaires. Join me in congratulating Carolyn Croft, Steve Baker, Adrienne Christopherson, Felix Lee, Vitaly Rudenko and Robert Armstrong.

Our Alberta based commissaires found themselves assigned to lead or participate as panel members in a wide variety of high level events. Over the 2016 racing season our commissaires appeared at the Rio Olympic games, several World Cups, National Championships, UCI commissaire seminars and multiple Canada Cups.

We held entry level commissaire courses in all three disciplines (Road, MTB, and BMX). However, enrollment was down from last year. I would ask all members of the ABA to work to identify commissaire candidates (either themselves or others) and encourage them to take a course in the spring. I certainly hope that we can continue to nurture these new commissaires and help them along in their development.

The Tour of Alberta offered up many commissaire development opportunities that allowed us to expose several commissaires to the inner workings of an international caliber event. Andy Holmwood and Michael Pinkoski, who were assigned to the UCI commissaires panel were joined by Tom Lee and Robert Armstrong. A new challenge for us this year, was due to the success of past years' development opportunities, nearly all of our eligible road commissaires were assigned to the panel and thus we did not have any candidates for the "ride along" opportunities at this year's tour.

If given the opportunity, I look forward to continuing the great strides we have made in commissairing development next year. There is still much to do, and we must focus our efforts on aiding all of our commissaires in improving their competencies and achieving the designations that they are striving for. Our ever expanding racing calendar has placed some strains on the availability of our A Level commissaires. However, I am pleased to see that in the past year the pool of commissaires we had to draw from allowed us to fill assignments with significantly less last minute changes. I believe it may be the early indications that our recruiting efforts are paying off. However, our focus in the coming years must be to increase our recruiting efforts to bring more officials into the support and, more importantly, mentor and train our existing commissaires to take on ever more responsibility. I hope that we help our commissaires in the province find their dedication to the sport of cycling to be both rewarding and enjoyable.

Kindest regards,

Geordie Ma  
Provincial Chief Commissaire  
UCI BMX & MTB Commissaire

## VP Racing-Brent Topilko

The 2015 season came to a close with what looked to be a renewed interest in getting involved with helping make racing in Alberta great. Personally seeing a steady increase in attendance at the ABA AGM over the last couple of years is a sign of good things to come for the coming seasons.

Thanks to all the organizers who have continued to host races that have become staples on our race calendar. Congratulations to the organizers of the new events that made their race premiere on the 2016 calendar. In the past we have often heard people say our provincial race calendar didn't have enough races. However this season I often heard people struggling to pick which races to do. Having more people getting involved with putting on quality events will continue to help grow our sport in this province.

Discipline	# of Events	Total # of Participants	2015 Participants	2014 Participants
BMX	11	4936	4588	4114
MTB – XC	5	671	815	874
MTB – Marathon	3	359	162	184
MTB - Trailblazers	13	1133	552	551
Cyclo-cross	16	N/A but it's BIG	2205	1765
Road	25	3014	2366	2975
Track	3	122	108	92

As you can see above, the Trailblazers series has gone OFF! If you haven't had the chance to attend one of these events yet I highly recommend it. Whether you have kids or not it is an amazing experience to see all the kids ripping around the courses having the time of their lives. To see the number of participants double from 2015 to 2016 is an amazing accomplishment and the organizers of these events should be praised for helping start to groom racers of the future.

BMX is huge in Alberta, participant numbers continue to trend upward year after year. The quality of Alberta BMX events are some of the best in North America.

MTB Marathon participants increased again this year, even with only a couple of races many people enjoy the chance to push themselves to new limits in these endurance events.

Track racing in Alberta is alive and kicking. With the new indoor velodrome in Edmonton being built in the coming years I expect to see a major increase in track riding in the near future. If you have the chance I highly recommend hitting one of the Learn To Track Ride clinics in Edmonton or Calgary. There are many bike handling skills that can be learned on the track that can transfer to other disciplines.

There were numerous road races added to the calendar this season especially in the Edmonton area. More races meant more participants this year which is a great trend on both counts.

Cyclocross, cyclocross, and more cyclocross, so many races to choose from over such a short period of time. I can guarantee participation numbers for 2016 are going to be off the charts. If you have never went to watch or participate in a cross race I highly recommend it. Similar to BMX, cyclocross is a family friendly event. It's standard to see moms, dads and kids racing thru out the day.

Alberta is especially lucky to have a number of athletes representing us abroad. This year having been an Olympic Year, special congrats to Allison Beveridge, Tara Whitten, Monique Sullivan, Kate O'brien, Ross Wilson and Mike Sametz for heading to RIO and making us all so proud.

Allison Beverage also had an amazing lead up to the Olympics this summer. She won a World Cup Gold medal, and a Bronze medal at World Championships. Congrats to you Allison for have a career season.

On July 22 of this year something amazing happened at Junior Track Worlds. Stefan Ritter of Edmonton became Junior World Champion in the 1km Time Trial. If you ever get the chance go and watch Stefan ride on the velodrome, it's amazing. Congrats to you Stefan, we are all so happy for you and look forward to watching your progress in the future.

Devaney Collier also attended Junior Track Worlds this past summer. Devaney won a Silver medal in the Scratch race and just missed being on the podium in the Junior Women's Team Pursuit. Congrats Devaney, these are both amazing accomplishments and we all look forward to seeing what heights you reach in the future. We all hope you continue your successful season at Road Worlds this year.

Alex Cowan has also had a break out season. Alex won Gold at the Canadian Road Championships in the U23 ITT. I can remember racing Alex in a cross race years ago and thinking man this kids is so erratic. Well that has obviously changed, and he is now making his name on the National stage. He has also been select to attend Road Worlds this year. Congrats you Alex, we all look forward to following your progress.

Other Alberta athletes who deserve honorable mention for putting up amazing results locally and abroad are:

Sidney McGill

Carla Shibley

Sara Poidevin

Kris Dahl

Thanks for allowing me to be part of the process of racing here in Alberta.

## VP Recreation & Transportation Report – Karly Coleman

The Recreation and Transportation Committee of Alberta Bicycle Association would like to report the following:

The Government of Alberta, in conjunction with Bike Calgary and the City of Calgary, is developing an Alberta guidelines manual for Bikeway design. Although we are not currently at the table for these discussions, we are aware of them, have noted our interest and have put our name forward as a potential stakeholder. Presently we are working with Bike Calgary as they put forward a “common” voice for cyclists in Alberta, as they are in Calgary where the majority of the meetings with Alberta Transportation are taking place. The intended result of this manual is consistent bicycle facilities designs throughout Alberta. Hopefully it will also encourage municipal and county staff to implement more bicycling facilities without a need for ‘re-inventing the wheel’ or fear of legal repercussions for selecting designs not presently included in the Transportation Association of Canada guidelines.

We are heavily involved in organizing and managing the Alberta Bikes 2016 Conference, supplying sponsorship dollars, staff, and goods in kind. The conference has invited a number of speakers – Andy Clarke, David Shepherd, Eric Baron, Veronica Pelletier, John Borrowman, Steve Parish, Elliot Fishman, Kimberley Nelson, Courtney Fellows, Joachim Hochstein, Scott Bricker, Lousia Mursell, Michael McCoy, Peter Swain, Jacob Johnson, Ryan Correy, Cameron Spence, Carly Lewis, Darin Langhorst and me, Karly Coleman – all of whom are industry, local, regional or international experts on bicycling or bicycle touring. The theme for the conference is bicycle tourism, and activities like hikes or movies are arranged that align with this theme. I have attached the speakers’ poster for your information. The conference was very well attended and by all accounts very well received. Planning will begin shortly for the next iteration.

Our committee members work hard to maintain touch points with communities in Alberta, and feel that by supporting a conference where many advocacy, government and industry groups gather is an effective use of our money and time.

Two members of our committee attended the Association of Pedestrian and Bicycle Professionals Pro Walk/ Bike / Place conference in Vancouver in September. This conference is relevant to ABA as it examines the use of space, particularly by more vulnerable road users. Key themes from the conference include equity, inclusion, and advocacy.

ABA’s involvement with the Tour of Alberta, which provides a strong visual representation of cycling in Alberta, is important. This year the Tour included a ride in which the cycling public could and did participate. This ride is perhaps a precursor to Edmonton’s attempt at creating a Ciclovía on a permanent basis through the work of Paths for People.

Calgary’s minimum cycletrack grid has been very successful, and with the participation of committee member Don Hollingshead, the ABA recognizes it as an excellent step forward in making one of Alberta’s two major cities far more accessible by bicycle.

Finally, the committee also arranged to send a letter of support from the ABA Board of Directors to Catherine McKenna, the Federal Minister of Environment regarding the Jasper to Icefields Centre trail /pathway.

This year we have nominated Brent Clark for the Recreation and Transportation Award and here’s why:

\* Brent originally desired a SINGLE City of Calgary Bikeway Design Guideline Manual where both on and off-street facilities were addressed. Intent was to inform employee across City department jurisdictions, Parks / pathways and Roads / Transportation Planning / cycle tracks, cycle lanes, routes, everything that isn't on-road infrastructure. Brent and others realized there were all too often infrastructure gaps where on and off-road facilities interfaced.

\* City staff also acknowledged a need for such a manual covering the whole gamut. However, staff were ALSO in receipt of requests for 'best practice' info from other AB municipalities anxious to install appropriate bicycling infrastructure. City staff realized that creation and eventual adoption of a PROVINCIAL Bikeway Design Guideline Manual would best serve everyone's interests. AB Transportation staff agreed and became one of the many Guidelines Manual funding partners along with Rockyview County and several other municipalities (Cities of Edmonton, Red Deer, Lethbridge, Town of Canmore, and others)

\* Brent and other Bike Calgary board members agreed with the above and strongly lobbied for a seat on the Guidelines steering committee. Successful only after agreeing that the 'user / stakeholder rep' would represent bicycling interests province-wide. Other steering committee members are providing funding whereas the (key) 'bicycling stakeholder' rep does NOT provide funding.

\* Brent was also an organizing committee member for the first 3 AB Bicycle Commuters' Conferences.

## VP BMX—Tim Croft

It has once again been an exciting year in the BMX World. On an international stage Tory NYHAUG (BC) placed 5th in the Rio Olympics. Additionally, we had a number of our Alberta Elite and Jr riders attend numerous World Cup events in Europe, USA and South America. This was a new experience for many of them and all things being considered they performed well under demanding conditions. In February a number of Alberta riders (7 total) attended a CC Next generation selection camp in Chula Vista, CA. This was the first time many of them had been exposed to a track of this level and it ended up being a positive experience for them and will no doubt aid them in further developing their skills. A number of riders attended a next generation selection camp in Abbotsford, BC in September which is required for consideration to receive further training and ultimately placing on the BMX National Team in the future.

Locally, BMX registration numbers were up. When including general memberships there were approximately 2200 licensed BMX riders in Alberta. All of the ten tracks reported increased membership numbers in 2016. This in turn led to higher district night races. Many clubs reported having upwards of 100 riders on a local club night. The “push bike” events are continuing to gain popularity among the 2-4 year old ages. Many of them have older siblings and/or parents riding and this is proving to be a great introduction to cycling for these toddlers.

Provincially the Alberta Cup series had record participation numbers this year. Of the nine (9) races throughout the season over half of them had 500+ riders. The ones that didn't break the magical 500 rider mark all saw significant increases in participation and set new attendance records for those clubs. The Alberta Championship race took place in Red Deer this year and in excess of 500 riders. Checking back through past events I found this to be the most attended event dating back to 2011. Participation in the series and provincial championship race is up an estimated 30% over last year and statistics show that it's growing each and every year. Additionally, this year Globe BMX, based in Saskatoon, SK joined Alberta BMX as a member club and averaged 20 riders per event. A number of SK riders even participated in the Alberta championships knowing full well they couldn't hold an “AB” plate. They did it just for the experience. Suffice to say, BMX is thriving in Alberta.

The Provincial team participated in six out of Province events in BC, QC and ON. Overall, our riders did well, having at least one Alberta rider placing on the podium in each and every race. For many of the younger riders this was their first introduction to SX start hills. They all performed well and have gained valuable experience which will improve their skills going forward. Additionally, Alberta riders participated in the National Championships which were held in Calgary. This was the best attended BMX National event ever and Alberta riders took home approximately 130 “N” plates. This means that at least 130 Albertans qualified to attend the BMX World Championships in Rock Hill, SC next year!!!

Based on all the information I reviewed BMX participation in Alberta is the highest in Canada. All the other Provinces have been contacting Alberta BMX and/or ABA to find out how we're doing it. Alberta is the model other Provinces are looking to follow. BMX is alive and well here. It's been an excellent year and I'm looking forward to continue to grow the sport in not only Alberta but across Canada.

Tim

## **VP Women's Racing—Deanne Coish**

Allison Beveridge took home a bronze medal at the Rio Olympics

Trailblazers has almost doubled since last year with participation

All disciplines are down in women participation except for road

4 women dedicated clubs in Alberta

Women registration are down from last year

Events hosted by Liv Ambassadors and Bell Joy Ride Ambassadors are getting more women exposed to cycling some in conjunction with racing events

High attendance of girls in trailblazers and women in the Joy Ride and Liv Rides hope to engage more women in cycling

**ALBERTA BICYCLE ASSOCIATION**

**EDMONTON, ALBERTA**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED DECEMBER 31, 2015**



**INDEPENDENT AUDITORS' REPORT**

To the Board of the Alberta Bicycle Association  
Edmonton, Alberta

We have audited the accompanying financial statements of the Alberta Bicycle Association (the "Association"), which comprise the statement of financial position as at December 31, 2015 and the statements of operations, changes in net assets and cash flows for the year then ended, and 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 the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers 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 for our audit opinion.

*Basis for Qualified Opinion*

The Association has recorded a liability related to Goods and Services Tax which is an estimate. Due to uncertainty surrounding the Association's status for Goods and Services Tax purposes and the potential for unfiled returns from prior years, the completeness of the estimate is a material uncertainty.

*Qualified Opinion*

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2015 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Edmonton, Alberta  
August 15, 2016

**EDMONTON**

10476 Mayfield Road  
Edmonton, AB T5P 4P4  
1.877.489.9606  
T: 780.489.9606  
F: 780.484.9689

**STONY PLAIN**

#101, 5300 – 50 Street  
PO Box 3188, Station Main  
Stony Plain, AB T7Z 1T8  
T: 780.963.2727  
F: 780.963.1294

**LLOYDMINSTER**

5102 – 48 Street  
PO Box 10099  
Lloydminster, AB T9V 3A2  
T: 780.875.7433  
F: 780.875.5304

**HAWKINGS.COM**

*Hawkings Epp Dumont LLP*  
Hawkings Epp Dumont LLP  
Chartered Accountants



**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT DECEMBER 31, 2015**

	<u>2015</u>	<u>2014</u> (Note 10)
<u><b>ASSETS</b></u>		
<b>Current Assets</b>		
Cash and cash equivalents (Note 3)	\$ 531,089	\$ 566,629
Accounts receivable (Note 4)	23,809	15,972
Inventory	4,372	11,108
Prepaid expenses	<u>1,194</u>	<u>683</u>
	560,464	594,392
<b>Tangible Capital Assets (Note 5)</b>	<u>40,235</u>	<u>41,602</u>
	<u>\$ 600,699</u>	<u>\$ 635,994</u>
<u><b>LIABILITIES AND NET ASSETS</b></u>		
<b>Current Liabilities</b>		
Accounts payable and accrued liabilities	\$ 12,600	\$ 18,475
Goods and Services Tax payable	<u>40,996</u>	<u>40,986</u>
	53,596	59,461
Deferred contributions - operating (Note 6)	97,547	148,594
Deferred contributions - tangible capital assets (Note 7)	<u>13,763</u>	<u>17,204</u>
	164,906	225,259
<b>Net Assets</b>		
Invested in tangible capital assets	26,472	24,398
Unrestricted	<u>409,321</u>	<u>386,337</u>
	<u>435,793</u>	<u>410,735</u>
	<u>\$ 600,699</u>	<u>\$ 635,994</u>

**APPROVED ON BEHALF OF THE BOARD:**

\_\_\_\_\_ Director

\_\_\_\_\_ Director

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

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	<u>2015</u>	<u>2014</u> (Note 10)
Revenue		
Licenses and memberships	\$ 407,419	\$ 395,806
Grants (Note 8)	106,723	134,676
Program fees	52,138	32,228
Casino	38,046	37,010
Races	32,099	43,031
Miscellaneous	24,114	2,188
Fundraising	20,000	45,298
Amortization of deferred capital contributions	3,441	3,441
Interest	<u>1,007</u>	<u>1,062</u>
	<u>684,987</u>	<u>694,740</u>
Expenses		
Salaries, wages and benefits	177,438	182,070
Insurance	147,888	113,628
Racing programs (Schedule I)	144,224	81,936
BMX programs (Schedule II)	42,662	48,686
Canadian Cycling Association	39,183	36,894
High performance coaching	36,800	37,735
Interest and bank charges	16,365	18,331
Professional fees	13,109	12,804
Office	11,645	11,051
Amortization	7,129	7,837
Recreation and transportation programs	4,884	2,121
Telephone	4,155	5,319
Bad debt	3,880	-
Van	3,757	3,988
Rent	2,833	2,966
Meetings	1,760	2,456
Marketing	1,217	1,776
Donations	<u>1,000</u>	<u>1,000</u>
	<u>659,929</u>	<u>570,598</u>
Excess of Revenue over Expenses	<u>\$ 25,058</u>	<u>\$ 124,142</u>

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

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Invested in Tangible Capital <u>Assets</u>	<u>Unrestricted</u>	2015 <u>Total</u>	2014 <u>Total</u> (Note 10)
Balance, Beginning of Year	\$ 24,398	\$ 386,337	\$ 410,735	\$ 286,593
Excess of Revenue over Expenses	-	25,058	25,058	124,142
Amortization of Tangible Capital Assets	(7,129)	7,129	-	-
Purchase of Tangible Capital Assets	5,762	(5,762)	-	-
Amortization of Deferred Capital Contributions	<u>3,441</u>	<u>(3,441)</u>	<u>-</u>	<u>-</u>
Balance, End of Year	<u>\$ 26,472</u>	<u>\$ 409,321</u>	<u>\$ 435,793</u>	<u>\$ 410,735</u>

**ALBERTA BICYCLE ASSOCIATION**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	<u>2015</u>	<u>2014</u> (Note 10)
<b>Operating Activities</b>		
Cash from operations		
Excess of revenue over expenses	\$ 25,058	\$ 124,142
Items not affecting cash:		
Amortization of tangible capital assets	7,129	7,837
Amortization of deferred capital contributions	<u>(3,441)</u>	<u>(3,441)</u>
	28,746	128,538
<b>Change in non-cash working capital:</b>		
Accounts receivable	(7,837)	620
Inventory	6,736	(785)
Prepaid expenses	(511)	5,714
Accounts payable and accrued liabilities	(5,875)	(5,918)
Goods and Services Tax payable	10	-
Deferred contributions - operating	<u>(51,047)</u>	<u>(2,303)</u>
	(29,778)	125,866
<b>Investing Activities</b>		
Purchase of property and equipment	<u>(5,762)</u>	<u>(26,608)</u>
<b>Change in Cash and Cash Equivalents During the Year</b>	(35,540)	99,258
<b>Cash and Cash Equivalents, Beginning of Year</b>	<u>566,629</u>	<u>467,371</u>
<b>Cash and Cash Equivalents, End of Year</b>	<u>\$ 531,089</u>	<u>\$ 566,629</u>

# ALBERTA BICYCLE ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2015

### 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.

#### Inventory

Inventory consists of provincial team clothing and medals which are recorded at the lower of cost and net realizable value. Cost is calculated using the first in first out method.

#### 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, 2015**

**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 \$97,547 (2014 - \$148,594). The majority of these funds are derived from the Association's casino activities and are restricted in their use, subject to the terms and conditions of the Association's casino license.

Cash and cash equivalents include one guaranteed investment certificate for \$114,396 earning interest at a rate of 0.8%, maturing in January 2016.

**4. ACCOUNTS RECEIVABLE**

	<u>2015</u>	<u>2014</u> (Note 10)
Trade receivables	\$ 28,204	\$ 16,386
Interest receivable	877	979
Allowance for doubtful accounts	<u>(5,272)</u>	<u>(1,393)</u>
	<u>\$ 23,809</u>	<u>\$ 15,972</u>

**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**  
**DECEMBER 31, 2015**

**5. TANGIBLE CAPITAL ASSETS**

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2015</u>	<u>2014</u> (Note 10)
Office equipment	\$ 43,781	\$ 43,781	\$ -	\$ 451
Trailers	40,170	21,221	18,949	17,204
Vehicles	26,608	5,322	21,286	23,947
Timing equipment	5,525	5,525	-	-
BMX equipment	1,386	1,386	-	-
Computer software	<u>1,054</u>	<u>1,054</u>	<u>-</u>	<u>-</u>
	<u>\$ 118,524</u>	<u>\$ 78,289</u>	<u>\$ 40,235</u>	<u>\$ 41,602</u>

**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.

	<u>2015</u>	<u>2014</u> (Note 10)
Casino funding	\$ 90,547	\$ 128,594
Sponsorship funding	7,000	-
Other	<u>-</u>	<u>20,000</u>
	<u>\$ 97,547</u>	<u>\$ 148,594</u>

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

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

	<u>2015</u>	<u>2014</u> (Note 10)
Balance, beginning of year	\$ 17,204	\$ 20,645
Amounts amortized	<u>(3,441)</u>	<u>(3,441)</u>
Balance, end of year	<u>\$ 13,763</u>	<u>\$ 17,204</u>



**ALBERTA BICYCLE ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**  
**DECEMBER 31, 2015**

**8. GRANT REVENUE**

	<u>2015</u>	<u>2014</u> (Note 10)
Alberta Sport Connection:		
Annual Association Grant	\$ 65,223	\$ 97,835
High Performance Coaching	18,000	18,000
Western Canada Summer Games	15,000	-
Canada Summer Games	5,000	5,242
Donation Fund	3,500	6,600
Alberta Summer Games	<u>-</u>	<u>7,000</u>
	<u>\$ 106,723</u>	<u>\$ 134,677</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.

**10. COMPARATIVE FIGURES**

Certain comparative figures have been reclassified to conform with the current year's presentation. The prior year figures were audited by a firm other than Hawkings Epp Dumont LLP.

**ALBERTA BICYCLE ASSOCIATION**

**SCHEDULE I**

**RACING PROGRAM EXPENSES**

**FOR THE YEAR ENDED DECEMBER 31, 2015**

	<u>2015</u>	<u>2014</u> (Note 10)
Provincial team	\$ 88,986	\$ 34,354
Events	26,293	17,889
Commissaire	14,693	15,831
Coaching development	6,571	5,803
Equipment and supplies	3,052	2,927
Medals and awards	2,361	872
Committee meetings	1,668	2,102
Courses, camps and clinics	600	1,158
Trailblazers youth racing program	<u>-</u>	<u>1,000</u>
	<u>\$ 144,224</u>	<u>\$ 81,936</u>

ALBERTA BICYCLE ASSOCIATION

SCHEDULE II

BMX PROGRAM EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2015

	<u>2015</u>	<u>2014</u> (Note 10)
Club remittance	\$ 18,620	\$ 30,005
Provincial team	16,234	13,886
Commissaire	2,262	853
Events	2,000	-
Miscellaneous	1,994	2,784
Committee meetings	715	417
Medals and awards	473	597
Technical delegate	<u>364</u>	<u>144</u>
	<u>\$ 42,662</u>	<u>\$ 48,686</u>