

**Pincher Creek Women's Emergency
Shelter Association**

**Annual Report
2019.2020**



**Pincher Creek Women's Emergency Shelter Association
Annual General Meeting 2019/2020**

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Pincher Creek Women's Emergency Shelter Association

Our Vision

Our vision is for all people in Southwestern Alberta to be safe in their homes and safe in their communities.

Our Mission Statement

The Pincher Creek Women's Emergency Shelter Association will, in collaboration with other agencies, provide free safe shelter and support services for women and children who are fleeing from domestic violence.

Our Beliefs

We believe in providing a safe place for women and children who are fleeing violence.

We believe that education of society is a key aspect of breaking the cycle of violence.

We believe in the preservation of the family when possible.

We believe in upholding human dignity.

We believe that there is hope and that the cycle of violence can be broken.

We believe that refuge, support, and counseling should be available to all women and children who are fleeing from domestic violence.

Pincher Creek Women's Emergency Shelter Association

2019/2020 Board of Directors

President – Elizabeth Dolman

Vice President – Joe Brown

Secretary – Bonita Bourlon

Director – Clara Yagos

Executive Director – Lori Van Ee

Executive Assistant – Lisa Dupuis

Pincher Creek Women's Emergency Shelter Association

Employee List

Executive Director – Lori Van Ee

Executive Assistant – Lisa Dupuis

Program Supervisor – Jan Sauerwein

Child Support Workers – Julie Bastien, Keisha Patten

Cook (Temporary during COVID)/CIW – Sharla Dyck

Crisis Intervention Workers –

Full Time:

Elaine Potts
Shelly Small Legs
Nicole Weasel Bear

Casual:

Patricia Davidson
Pam Healy
Rosa Hollingshead
Janet Potts
Carolyn Soop
Sarah Weatherill

Outreach Supervisor – Laressa McGlynn

Outreach Workers – Trish White, Lindsay Van Weverwyk,
Shaylen Hildebrand

Elders:

Alene Bastien
Veronica Smith

**Pincher Creek Women's Emergency Shelter Association
Annual General Meeting 2020**

**July 02nd, 2020 @ 6:00 p.m.
via Zoom**

Agenda

1. Welcome/ Prayer by Elder
2. Review and accept the Agenda
3. Review accept the Minutes of the 2019 PCWESA AGM
4. Reports
 - 4.1 Report of the President – Elizabeth Dolman
 - 4.2 Report of the Executive Director- Lori Van Ee
 - 4.3 Report of the Executive Assistant – Lisa Dupuis
 - 4.4 Report of the Residential Supervisor – Jan Sauerwein
 - 4.5 Report of the Outreach Supervisor – Laressa McGlynn
 - 4.6 Motion to approve the reports as presented
- 4.5 Report on Annual Audited Financial Statements – AVAIL
 - 4.5.a Motion to approve Audited Financial Statements and Report
 - 4.5.b Motion to appoint AVAIL as auditors for the 2020/2021 fiscal year
5. Nominations of the PCWESA Board 2020
 - 5.1 Election of Directors
(Joe Brown, 2 year term as Director)
(Bonita Bourlon, 2 year term as Director)
(Clara Yagos, 2 year term as Director)
6. Motion to adjourn

**Pincher Creek Women's Emergency Shelter Association
Annual General Meeting 2019**

June 5th, 2019 @ 6:00 p.m.

Location: Heritage Inn

Meeting Minutes

In attendance:

Elizabeth Dolman	President	
Joe Brown	Director	
Bonita Bourlon	Secretary/Director	
Carolyn Goard	Support with Board	
Susan Bare Shin Bones	Treasurer	ABSENT WITH REGRETS
Julie Coleman	Executive Director	ABSENT WITH REGRETS

Meeting called to order by chair Elizabeth Dolman @ 6:00 pm

1. Welcome/ Prayer by Elders Alene Bastein and Veronica Smith

2. Review and accept the Agenda

Motion to accept the June 5, 2019 Pincher Creek Women's Emergency Shelter Association annual general meeting agenda with changing numbering 4.4 to 4.5 made by Sybille Manneschmidt seconded by Joe Brown

Motion Carried.

3. Review and accept the Minutes of the 2018 PCWESA AGM

Motion to accept the 2018 PCWESA AGM minutes as written with spelling change of IRAQ, made by Bonita Bourlon, seconded by Joe Brown.

Motion Carried.

Minutes signed.

4. Reports

4.1 Report of the President – Elizabeth Dolman

Presented orally and in print, included in the AGM package.

Of Significance: Elizabeth Dolman (Board President) announced the resignation of Executive Director Julie Coleman as of June 30th. The staff in attendance was also recognized and congratulated on their continuance of excellent work.

4.2 Report of the Executive Director- Julie Coleman (presented by Lisa Dupuis)
Presented orally and in print, included in the AGM package.

Of Significance: Continuing to work and examine trauma informed models and working on a developmentally appropriate assessment framework for children and youth.

Recognition of the of the PCWESA staff for their commitment to maintaining a high standard of professionalism in the organization, for working to support one another, and most importantly for their faith in the women and children they serve.

Also, recognition of the support of the Board of directors, Alberta Government, Alberta Council of Women's Shelter, surrounding communities and all the brave women who found their courage to step out and create a new story.

4.3 Motion to approve the reports as presented
Motion to accept the reports as presented, made by Sybille Manneschmidt, seconded by Bonita Bourlon.
Motion Carried.

4.4 Report on Annual Audited Financial Statements – made by Jordan Gunderson from Avail, CPA
See included report in the AGM package
Clean Audit – Total assets and total liability is positive outcome. Continue in a strong position.

4.4.a Motion to approve Audited Financial Statements and Report

Motion to approve the PCWESA audited financial statements and report for the 2018/2019 fiscal year as written and presented, made by Bonita Bourlon, seconded by Joe Brown.
Motion Carried.

4.4.b Motion to appoint Avail, CPA as the auditors for the 2019/2020 fiscal year

Motion to appoint Avail, CPA as auditors for the Pincher Creek Women's Emergency Shelter Association 2018/2019 fiscal year made by Sybille Manneschmidt, seconded by Bonita Bourlon.
Motion Carried.

Elizabeth Dolman recognized Jacline Byles from the Government of Alberta Program Advisor and thanked her for attending.

5. Nominations of the PCWESA Board 2018/2019

5.1 Election of Board President

"Are there any other nominations for the role of Board President from the floor?"

Repeated thrice with no new nominations presented.

Elizabeth Dolman carries on as Board President for this next term.

5.2 Election of Directors

"Are there any other nominations for the role of directors from the floor?"

Repeated thrice with no new nominations presented.

6. Motion to adjourn

Motion to adjourn @ 6:42 pm made by Joe Brown, seconded by Bonita Bourlon.

Date

Date

Chair

Secretary

Guest Speaker: Dr. Sybille Mannes Schmidt - On Resiliency and Empowerment: A project for female Yezidi Survivors in Kurdistan Iraq. Outstanding presentation!

President

Date

Secretary

Date

Pincher Creek Women's Emergency Shelter Association
Report of the President of the Board of Directors for 2019/2020

The PCWESA continued to provide a consistently high quality of service to women and children fleeing violence in the 2019/2020 year. A change in leadership was initiated by the resignation of Julie Coleman as Executive Director. On behalf of the Board of Directors, I would like to extend our acknowledgement and gratitude for the 12 years of commitment and excellent work that Julie gave to the organization. Julie and her staff team transitioned the PCWESA to a strong and competent community service provider with an excellent staff development program.

The Board of Directors' task to recruit for and fill the Executive Director position led to the hiring of Lori Vanee, a 16-year PCWESA veteran as a dedicated and caring staff member and supervisor. Lori has done an excellent job of providing the leadership required to continue the outstanding and creative work and contributions of the organization to help people be safe in their homes and in our communities. Lori and the staff team continuously strive to build their skills and services and to maintain a productive and healthy learning environment. The Board is fully supportive and very proud of the work done by the entire organization.

With the exception of the leadership change, the work of the Board of Directors this year proved straightforward and routine. We continue to work on our 3-year Strategic Plan which is guiding organization and board development for the 2017-2020 timeframe.

Thank you to returning board members Joe Brown and Bonita Bourlon for their continued commitment and contributions to the work of the board. We also offer much thanks and appreciation to Clara Yagos who re-joined the Board this year Clara was a strong, contributing board member in past years and we are very grateful for her return. We also thank board members Carolyn Gourd and Susan Bare Shin Bone who retired from the board during the 2019/2020 year for their many contributions.

The Board of Directors would like to thank all of the individuals within our community for their support and contributions to the important work of the Pincher Creek Women's Emergency Shelter.

Respectfully,

Elizabeth Dolman
President, Board of Directors
Pincher Creek Women's Emergency Shelter Assoc.

Pincher Creek Women's Emergency Shelter Association
2020 Report of the Executive Director
Lori Van Ee

Welcome to all PCWESA members, Board of Directors, staff, and community members.

I have only been in this role for a short eight month's as Executive Director but have been working in the shelter for 15 years. My short time in this new position has not been without its challenges.

I knew that it was going to take some time to learn all of the aspects of the shelter, from learning and understanding the financials and reporting processes, maintenance of the building such as fixing major water leaks, helping staff to maintain their professional development, to developing program/workshop for our clients utilizing our services. I never anticipated that planning for a pandemic would be among the giant learning curve I had ahead of me.


There have had to be a lot of changes made in regards to service delivery of programs – delivering through means of technology instead of face to face, developing strict protocols for continued cleaning and sanitation of the shelter, rearranging staff positions temporarily, and to ensure that both staff and clients feel safe and remain healthy within the shelter. I would like to thank the staff from the bottom of my heart for all the hard work that you have done to maintain the safety and cleanliness of the shelter through these past couple months, and for putting up with the many changes that have happened daily. You have all stepped up to the challenge, I know it has not been easy.

We are currently working on Project Impact ACWS. Through this project we are creating an evaluation tool in the form of a client interview. Once complete, this interview will help us evaluate our programs at the shelter to inform us of what we can do to improve the services for women and children accessing our shelter. We are very lucky to have been included in this project through the Alberta Council of Women's Shelters. I would like to thank my management team for helping me with this project and believing in the work that we do.

I would like to thank the PCWESA Board of Directors for their commitment and support to the organization and the community. I would also like to thank the Government of Alberta for our core funding and the extra supports and encouragement provided through these past few months, and to the Alberta Council of Women's Shelters for their support and advocating for women's shelters.

I would also like to acknowledge the community of Pincher Creek, as well as the surrounding communities for their generous donations and expressions of appreciation for our organization over the past year.

Sincerely,


Lori Van Ee
Executive Director
PCWESA

2019/2020 Report from the Executive Assistant

Hello everyone. For those that don't know me, my name is Lisa Dupuis, and I have been with the Pincher Creek Women's Emergency Shelter since September 2015.

Here at the shelter our core funder is the Ministry of Community and Social Services.

This year has brought changes and challenges and I would like to take this opportunity to commend our new Executive Director, Lori Van Ee, on facing each change and challenge in stride. It is a real pleasure for me to be on a team with Lori and each and every staff member as we navigate forward together.

This year we will be possibly participating in a Casino on September 15th and 16th, COVID permitting, which provides additional much needed and appreciated funding to us and we would welcome anyone who would like to come out and volunteer with us.

Throughout the year we require funds to cover budgetary items that the Ministry does not fund. This year we were very fortunate to receive unsolicited individual and business cash donations of \$16,275.79. This amount included donations from Boyd and Roberta Robinson of \$1,000.00, Mathew Halton High School \$721.80, Vitae Environmental Construction \$5,000.00, Pincher Creek Credit Union \$3,500.00, Metis Nation Local #1880 for \$2,000.00 to mention a few.

We would also like to thank the Community members and Businesses who contribute food, household items, personal care items and toys throughout the year. KJ Cameron Services who continues to collect and sort bottles from individuals that donate to our cause on an ongoing basis. To the Town of Pincher Creek that provides swimming passes for our clients. Rocky Mountain Bobcat Services who clear our parking lot and adjacent sidewalks during the winter months. There are many more individuals and businesses that help us. We are very fortunate to live and work in such a caring community.

Thank you all for your continued support, kindness, and generosity.

Submitted by,



Lisa Dupuis
Executive Assistant
Pincher Creek Women's Emergency Shelter Association

2019-2020 PCWESA AGM Residential Program Report

Good evening ladies and gentlemen.

Residential Team: Full Time: Elaine Potts, Shelly Small Legs, Nicole Weasel Bear, Sharla Dyck (Temporary Cooking position during COVID-19), Keisha Patten, Julie Bastien, Jan Sauerwein, Supervisor

Casual: Pam Healy, Janet Potts, Carolyn Soop, Rosa Hollingshead, Sarah Weatherill, Patricia Davidson.

A Brief Overview of Service:

The Residential Program focuses on the women and children who have left their situation seeking safety from domestic abuse, who require assistance overcoming existing barriers for a safe future, and to assist them in providing an environment free of abuse with healthier outcomes for their children.

Safety Assessments and Workshops about Domestic Abuse, Parenting and Children Affected by Domestic Abuse are conducted during the Residential stay.

A Case Management Plan is individualized to define and reach Short Term Goals and action Plans.

Moms are provided with parenting techniques and strategies to help their children deal with stress and adapt to regular routines.

Challenges:

Many Challenges have arisen this past year including how we provide services for our communities due to the COVID-19 pandemic, the ongoing rise in seeing clients with Addictions, Homelessness, and Intimate Partner Violence to name a few.

Programming:

Programs and Procedures are under review and being updated to meet the needs of changing norms in society. Some of these are being done in conjunction with the Outreach Program Supervisor to provide a continuity of service for these clients and provide the ability to evaluate our performance.

Elder's Group is held each Wednesday and has been continued by teleconference with our Piikani Elders, Veronica Smith, and Alene Bastien since the COVID 19 Pandemic.

Statistics from April 1, 2019 to March 31, 2020

The Residential Program served 87 Women and 45 Children this past year.

Each woman and family that we have served has had their own journey and traumas, some unimaginable to many in our society. On behalf of our Residential Staff I am grateful to have been instrumental in providing refuge and the beginning of a healing path for those with trauma impacted lives.

Respectfully Submitted,

Jan Sauerwein, Program Supervisor



Outreach Report July 2nd, 2020

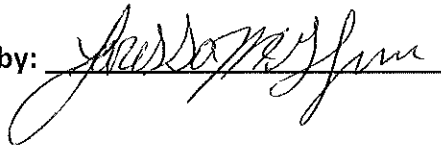
Introduction: Hello my name is Laressa McGlynn and I am the Outreach Team Supervisor. I would like to introduce my team; Trish White, Lindsay Van Weverwyk, and Shaylen Hildebrand. Our Outreach team has diverse backgrounds which has made each team member an asset to the Pincher Creek Women's Emergency Shelter as an organization.

Our stats: This year our program served 52 women and 46 children. The fiscal year ran from April 1st, 2019 to March 31st, 2020.

Purpose: The purpose of outreach program is to provide support for women and children through a case management model. The outreach team works with women and children who's lives have been affected by domestic violence. The outreach program provides education, referrals, emotional support, transportation, and advocacy to assist clients in creating goals that will help them get a state of "wellbeing" within their lives. The outreach program runs for six months, however, has the option for services to be extended if the client needs further support. The outreach program accepts referrals from other agencies as well as self-referrals to the program. Each client that works with the outreach program is seen through a non-judgement lens and is empowered to create independence and change within their lives. As an organization we believe that there is hope and the cycle of abuse can be broken.

Upcoming events: Our team is excited to get out into the community this year and provide education on domestic abuse. We hope that our program can bring public awareness to domestic violence and that if anyone within southern Alberta is at risk or needing support that they can reach out to our services. If you see us within the community, please do not hesitate to come and talk to us!

Respectively submitted by:

A handwritten signature in black ink, appearing to read 'Laressa McGlynn', written over a horizontal line.

The Pincher Creek Women's Emergency Shelter Association

would like to express our Sincere Appreciation to the following People, Businesses and Organizations for their support throughout the year:

Alberta Gaming and Liquor Commission
(AGLC)
Alberta Health Services
Avail, CPA
Government of Alberta Human Services
Children & Family Services in Blairmore
Alberta Council of Women's Shelters
Alberta Mental Health Association
Alberta Treasury Branch
Barbara Johnston
Lauren Lynch Staunton
Blood Tribe Counselling Services
Blood Tribe Police
Blue Mouse Green House
Brocket Hockey Team
Cal Olson and Family
Canadian Mortgage and Housing
Canadian Women's Foundation
Canyon School
Castlevue Chapter 21
Catholic Women's League
Chris Lawson, Family Court Counselor
Christ Anglican Church
Community Foundation of Lethbridge &
South Western Alberta
Doris Hochstein
Father Lacombe Council #2674
Foothills United Church Women
Fort Macleod Public Library
Fr. Lacombe Council
Gary and Delphine Crayford
Girl Guide Unit – Pincher Creek
Hill Spring Cultural Society
Holy Spirit School Division
KM Property Maintenance
Kainai Women's Wellness Lodge
KJ Cameron Services
Knitters @ Whispering Winds Village
Knit Wits from Fort Macleod
Kootenai Brown Pioneer Village
Legion Hamper Program
Lethbridge Community College
Linda Noel
Livingstone Ladies Social Club
Livingstone Range School Division -
Professional Development Council

Livingstone School
Matthew Halton High School
Metis Nation Local #1880
NAPI Friendship Centre
North & Company
Pat Moskaluk
Piikani Chief and Council
Piikani Child and Family Services
Piikani Elders Council
Piikani Employment Services
Piikani Health Centre
Pincher Creek Co-operative Association
Pincher Creek Credit Union
Pincher/Cowley Roaring Lions
Pincher Creek Food Bank
Pincher Creek Midget Huskies
RCMP Detachments in Pincher Creek,
Brocket, CNP, Fort Macleod, and Cardston
Rocky Mountain Bobcat
Rocky View Mennonite Ladies
Royal Bank & Staff
Shootin' the Breeze
Spring Point Community Society
St. John's ACW
St. Michael's School & Professional
Development Council
The Benevity Community Impact Fund
The Brick, David & Danielle Tetachuk
The Little Chicks
Thompson Hutterite Colony
Town of Pincher Creek
Unifor
United Church
University of Calgary
ULSU – Social Work Student Association
University of Lethbridge
Victim Services
Vida Blue
Vitae Environmental Construction
Women Who Explore: SW Alberta

**If we missed mentioning anyone we apologize and thank you for
your contribution**

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION

FINANCIAL STATEMENTS

For the year ended March 31, 2020

Draft - June 26, 2020

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
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March 31, 2020

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Draft - June 26, 2020

INDEPENDENT AUDITOR'S REPORT

To: The Board of Directors of
Pincher Creek Women's Emergency Shelter Association

Opinion

We have audited the financial statements of Pincher Creek Women's Emergency Shelter Association, which comprise the statement of financial position as at March 31, 2020, 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 financial statements present fairly, in all material respects, the financial position of Pincher Creek Women's Emergency Shelter Association as at March 31, 2020 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.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our 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 other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association'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 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.

INDEPENDENT AUDITOR'S REPORT, continued

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of 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 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 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 auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the 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.

Pincher Creek, Alberta

July 2, 2020

Chartered Professional Accountants

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF FINANCIAL POSITION
As at March 31, 2020

	2020	2019
ASSETS		
Current		
Cash	\$ 127,323	\$ 130,516
Restricted cash (note 3)	75,902	116,401
GST receivable	1,369	722
Prepaid expenses	4,436	2,584
	209,030	250,223
Investment	204	204
Capital assets (note 4)	705,000	715,063
	\$ 914,234	\$ 965,490
LIABILITIES AND NET ASSETS		
Current		
Accounts payable and accrued liabilities	\$ 134,740	\$ 105,768
Salaries payable	5,089	25,745
Deferred revenue (note 5)	4,981	28,843
Surplus retention reserve (note 6)	71,306	87,559
Current portion of long-term debt	21,667	21,667
	237,783	269,582
Long-term debt (note 7)	-	21,666
Unamortized capital contributions (note 8)	408,916	404,610
	646,699	695,858
Net Assets		
Unrestricted	(6,881)	2,514
Invested in capital assets	274,416	267,118
	267,535	269,632
	\$ 914,234	\$ 965,490

Approved on behalf of the board:

Director _____

Director _____

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF OPERATIONS
For the year ended March 31, 2020

	2020 Budget (Unaudited)	2020 Actual (Unaudited)	2019 Actual
Revenue			
Alberta Human Services	\$ 997,391	\$ 997,391	\$ 997,391
Casino	1,500	25,893	2,961
Amortization of capital contributions	-	17,361	18,214
Donations- business/groups	5,000	12,926	4,585
Donations- individual	-	1,350	1,415
Miscellaneous	-	232	123
Memberships	100	50	90
Surplus adjustment	-	(57,260)	(8,844)
	1,003,991	997,943	1,015,935
Expenses			
Client development	715,586	640,451	669,482
Administration wages	144,927	160,500	156,668
Facility	37,000	65,750	56,969
Administration	52,578	56,454	44,365
Direct client costs	25,100	21,127	21,503
Office	16,500	15,306	16,685
Vehicle	7,300	7,262	5,376
Amortization	-	33,190	33,080
	998,991	1,000,040	1,004,128
Excess (deficiency) of revenue over expenses	\$ 5,000	\$ (2,097)	\$ 11,807

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF CHANGES IN NET ASSETS
For the year ended March 31, 2020

	Unrestricted	Invested in capital assets	Total 2020	Total 2019
Balance, beginning of year	\$ 2,514	\$ 267,118	\$ 269,632	\$ 257,825
(Deficiency) excess of revenue over expenses	(2,097)	-	(2,097)	11,807
Loss on disposal of capital assets	846	(846)	-	-
Amortization of capital assets	33,190	(33,190)	-	-
Purchase of capital assets	(23,973)	23,973	-	-
Capital contributions received	21,667	(21,667)	-	-
Amortization of capital contributions	(17,361)	17,361	-	-
Forgiveness of long-term debt	(21,667)	21,667	-	-
Balance, end of year	\$ (6,881)	\$ 274,416	\$ 267,535	\$ 269,632

Draft - June 26, 2020

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF CASH FLOWS
For the year ended March 31, 2020

	2020	2019
Cash flows from operating activities		
(Deficiency) excess of revenue over expenses	\$ (2,097)	\$ 11,807
Adjustments for items which do not affect cash		
Amortization of capital assets	33,190	33,080
Amortization of capital contributions	(17,361)	(18,214)
Loss on disposal of capital asset	846	230
	14,578	26,903
Change in non-cash working capital items		
GST receivable	(647)	(6)
Prepaid expenses	(1,852)	980
Accounts payable and accrued liabilities	28,973	10,897
Salaries payable	(20,656)	3,667
Deferred revenue	(23,862)	(2,823)
Surplus retention reserve	(16,253)	(12,180)
	(19,719)	27,438
Cash flows from investing activity		
Purchase of capital assets	(23,973)	(2,667)
Cash flows from financing activities		
Forgiveness of long-term debt	(21,667)	(21,667)
Capital contributions received	21,667	21,667
	-	-
Net (decrease) increase in cash and cash equivalents	(43,692)	24,771
Cash and cash equivalents, beginning of year	246,917	222,146
Cash and cash equivalents, end of year	\$ 203,225	\$ 246,917
Cash and cash equivalents consist of:		
Cash	\$ 127,323	\$ 130,516
Restricted cash	75,902	116,401
	\$ 203,225	\$ 246,917

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2020

1. Nature of operations

Pincher Creek Women's Emergency Shelter Association provides safe shelter and support services for women and children in Southwestern Alberta who are fleeing abusive situations. The Association is incorporated under the Societies Act of the Province of Alberta and is exempt from income taxes under the Income Tax Act, section 149(1)(f) as a charitable organization.

2. Significant accounting policies

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

(a) 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.

(b) Cash and cash equivalents

The Association includes cash on hand and cash held by financial institutions in operating, surplus and casino accounts in the determination of cash and cash equivalents.

(c) Capital assets

Purchased capital assets are recorded at cost. Contributed assets are recorded at their fair value at the date of contribution. The Association provides for amortization using the declining balance method at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates are as follows:

Buildings	4%
Automotive	30%
Furniture and fixtures	20%
Computer equipment	30%

One-half the normal rate of amortization is recorded in the year of acquisition.

(d) Net assets invested in capital assets

Net assets invested in capital assets represents the unamortized portion of capital assets purchased with unrestricted resources, less related debt.

The Association has chosen to continue to treat net assets invested in capital assets as a separate component of net assets.

(e) Financial instruments

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

(f) Contributed services

Directors, committee members and owners volunteer their time to assist in the Association's activities. While these services benefit the Association considerably, a reasonable estimate of their amount and fair value cannot be made and, accordingly, these contributed services are not recognized in the financial statements.

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2020

2. **Significant accounting policies, continued**

(g) **Measurement uncertainty**

The preparation of financial statements in conformity 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 disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

3. **Restricted cash**

Restricted cash relates to funds received from the operation of a casino and prior year surplus requiring government approval. Withdrawal of these funds can only be made for purposes explicitly authorized.

	2020	2019
Surplus retention reserve	\$ 71,032	\$ 87,596
Casino	4,870	28,805
	<u>\$ 75,902</u>	<u>\$ 116,401</u>

4. **Capital assets**

			2020	2019
	Cost	Accumulated amortization	Net	Net
Land	\$ 44,500	\$ -	\$ 44,500	\$ 44,500
Buildings	960,154	339,017	621,137	644,451
Automotive	53,143	46,879	6,264	8,949
Furniture and fixtures	102,326	90,143	12,183	11,244
Computer equipment	39,408	18,492	20,916	5,919
	\$ 1,199,531	\$ 494,531	\$ 705,000	\$ 715,063

5. **Deferred revenue**

Deferred revenue is the amount of funding received but not spent as of March 31, 2020.

	Beginning of year	Amounts received	Interest earned	Amount spent	End of year
Casino	\$ 28,843	\$ 2,000	\$ 31	\$ (25,893)	\$ 4,981

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****For the year ended March 31, 2020**

6. Surplus retention reserve

The surplus retention reserve relates to the restriction of surplus funds from the prior year based on an agreement with Alberta Human Services. These funds may only be used by the Association subject to approval from the Ministry.

	2020	2019
Opening balance	\$ 87,559	\$ 99,739
Current year surplus	89,020	57,481
Amounts recognized as revenue	(31,161)	(18,800)
Adjustments to surplus approved by the ministry	14,908	6,620
Amounts repayable to the ministry	(89,020)	(57,481)
	<u>\$ 71,306</u>	<u>\$ 87,559</u>

7. Long-term debt

	2020	2019
Canada Mortgage and Housing Corporation This loan is forgivable at a rate of one fifteenth of the original principal amount for each year that the Association continues to own and use the existing building.	\$ 21,667	\$ 43,333
Less current portion	21,667	21,667
	<u>\$ -</u>	<u>\$ 21,666</u>

8. Unamortized capital contributions

Unamortized capital contributions represent the externally funded portion of capital assets that will be recognized as revenue over the same period as the amortization of the related capital assets. The change in unamortized capital contribution balance for the year is as follows:

	2020	2019
Balance, beginning of year	\$ 404,610	\$ 401,157
Contributions received - building	21,667	21,667
Amortization of capital contributions	(17,361)	(18,214)
	<u>\$ 408,916</u>	<u>\$ 404,610</u>

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2020

9. **Contingency**

Full time employees of the Association are allowed to accrue sick leave. As at March 31, 2020 the amount of accumulated sick leave was \$2,450 (2019 - \$2,521). The amount is not recorded in the financial statements as there is no certainty the full amount will be used. The amount of accumulated sick leave is not paid out to employees of the Association when they leave their position.

10. **Economic dependence**

The Association receives a significant amount of funding from Alberta Human Services. Accordingly, the ability of the Association to meet its future obligations is dependent upon the continued financial support from the Province.

11. **COVID-19**

The global coronavirus pandemic has had a significant impact on global financial markets and will have significant accounting, disclosure, and internal control implications for many entities.

Some of the key impacts include, but are not limited to, interruptions of production and supply chains, unavailability of personnel, reductions in revenue, decline in value of financial investments, disruptions or stoppages in non-essential travel, and the closure of facilities and businesses.

The situation is changing rapidly and the future impact on the entity is not readily determinable at this time.

Emergency grant funding totaling \$63,675 was received from Women's Shelters Canada subsequent to year end to cover costs related to preparing for and responding to COVID-19.