



Ottawa  
**HUMANE  
SOCIETY**

---

**S.P.A.** Ottawa

## **Financial Statements**

**For the year ended March 31, 2015**

**Ottawa Humane Society**  
**Financial Statements**  
For the year ended March 31, 2015

---

**Contents**

<b>Independent Auditor's Report</b>	1
<b>Financial Statements</b>	
Statement of Financial Position	3
Statement of Changes in Fund Balances	4
Statement of Operations	5
Statement of Cash Flows	7
Summary of Significant Accounting Policies	8
Notes to Financial Statements	13

---

## Independent Auditor's Report

---

### To the Members of the Ottawa Humane Society

#### Report on the Financial Statements

We have audited the accompanying financial statements of the Ottawa Humane Society, which comprise the statements of financial position as at March 31, 2015, and the statements of operations, changes in fund balances 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 audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audits 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 of our qualified audit opinion.

---

## Independent Auditor's Report (continued)

---

### Basis for Qualified Opinion

In common with many charitable organizations, the Ottawa Humane Society derives part of its revenue from donations and other fundraising sources the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Ottawa Humane Society. Our audit opinion on the financial statements for the year ended March 31, 2014 was also qualified because of the possible effects of this limitation in scope. Therefore we were not able to determine whether any adjustments might be necessary to these revenues and the excess or deficiency of revenue over expenses for the years ended March 31, 2015 and 2014, assets and liabilities as at March 31, 2015 and 2014 and fund balances at both the beginning and end of the March 31, 2015 and 2014 years.

### Qualified Opinion

In our opinion, except for the possible 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 Ottawa Humane Society as at March 31, 2015, and its results of operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.

### **Report on Other Legal and Regulatory Requirements**

As required by the Ontario Corporations Act, we report that, in our opinion, the accounting principles in Canadian Accounting Standards for Not-for-Profit Organizations have been applied on a basis consistent with that of the preceding year.

*Collins Barrow Ottawa LLP*

Chartered Professional Accountants, Licensed Public Accountants

August 18, 2015

Ottawa, Ontario

## Ottawa Humane Society Statement of Financial Position

**March 31** 2015 2014

### Assets

#### Current

Cash and cash equivalents (Note 1)	\$ 713,940	\$ 455,642
Accounts receivable (Note 2)	69,006	133,726
Prepaid expenses (Note 3)	99,278	198,290
Inventory	23,123	35,618
Current portion of investments (Note 4)	171,262	358,072
	1,076,609	1,181,348

#### Non-current

Restricted cash and investments (Note 5)	285,728	211,806
Investments (Note 4)	2,880,019	2,742,363
Tangible capital assets (Note 6)	14,767,752	15,054,096
Intangible capital assets (Note 7)	83,369	53,674
	18,016,868	18,061,939
	\$ 19,093,477	\$ 19,243,287

### Liabilities and fund balances

#### Current

Accounts payable and accrued liabilities	\$ 412,556	\$ 526,079
Deferred revenue (Note 9)	119,386	99,469
	531,942	625,548

#### Contingent (Note 10)

#### Fund balances

Restricted		
Trust fund	2,823,929	3,059,583
Building fund deficit	(73,264)	(241,928)
Property and equipment fund	14,812,308	15,068,958
Capital replacement fund	285,727	211,806
Unrestricted		
Operating fund	712,835	519,320
	18,561,535	18,617,739
	\$ 19,093,477	\$ 19,243,287

On behalf of the Board:

On File

Christian Tacit, President

On File

Chris Finlay, Treasurer

## Ottawa Humane Society Statement of Changes in Fund Balances

For the year ended March 31, 2015

	Unrestricted Operating Fund	Restricted				Total Restricted Funds	Total Funds 2015
		Trust Fund	Building Fund	Property and Equipment Fund	Capital Replacement Fund		
<b>Balances</b> (deficit), beginning of year	\$ 519,320	\$ 3,059,583	\$ (241,928)	15,068,958	\$ 211,806	\$ 18,098,419	\$ 18,617,739
<b>Excess (deficiency) of revenue over expenses for the year</b>	193,515	28,517	168,664	(520,821)	73,921	(249,719)	(56,204)
<b>Interfund transfers</b> (Note 11)	-	(264,171)	-	264,171	-	-	-
<b>Balances (deficit), end of year</b>	\$ 712,835	\$ 2,823,929	\$ (73,264)	\$ 14,812,308	\$ 285,727	\$ 17,848,700	\$ 18,561,535

For the year ended March 31, 2014

	Unrestricted Operating Fund	Restricted				Total Restricted Funds	Total Funds 2014
		Trust Fund	Building Fund	Property and Equipment Fund	Capital Replacement Fund		
<b>Balances</b> (deficit), beginning of year	\$ 259,157	\$ 2,303,496	\$ (3,825,574)	\$ 16,557,736	\$ 87,480	\$ 15,123,138	\$ 15,382,295
<b>Excess of revenue over expenses for the year</b>	1,015,163	253,962	378,405	1,463,588	124,326	2,220,281	3,235,444
<b>Interfund transfers</b>	(755,000)	502,125	3,205,241	(2,952,366)	-	755,000	-
<b>Balances (deficit), end of year</b>	\$ 519,320	\$ 3,059,583	\$ (241,928)	\$ 15,068,958	\$ 211,806	\$ 18,098,419	\$ 18,617,739

## Ottawa Humane Society Statement of Operations

For the year ended March 31, 2015

	Operating Fund	Trust Fund	Building Fund	Property and Equipment Fund	Capital Replacement Fund	Total Funds
<b>Revenue</b> (Note 12)						
Animal shelter	\$ 2,002,445	\$ -	\$ -	\$ -	\$ -	\$ 2,002,445
Clinic	18,726	-	-	-	-	18,726
Rescue and investigation services	212,644	-	-	-	-	212,644
Development	4,061,738	-	-	-	-	4,061,738
Volunteer / outreach	214,439	-	-	-	-	214,439
Donation from auxiliary (Note 13)	10,000	2,500	-	-	-	12,500
Bequests	-	666,173	-	-	-	666,173
Investment income	104,365	(82,820)	-	-	3,937	25,482
Other	62,798	47,346	-	-	-	110,144
Building fund donations	-	-	172,038	-	-	172,038
Government and other funding for building	-	-	-	-	69,984	69,984
<b>Total revenue</b>	<b>6,687,155</b>	<b>633,199</b>	<b>172,038</b>	<b>-</b>	<b>73,921</b>	<b>7,566,313</b>
<b>Expenses</b> (Note 14)						
Animal shelter	2,648,323	-	-	-	-	2,648,323
Clinic	448,039	-	-	-	-	448,039
Rescue and investigation services	496,441	-	-	-	-	496,441
Development	1,211,180	-	-	-	-	1,211,180
Volunteer / outreach	824,420	-	-	-	-	824,420
Premises	253,766	-	-	-	-	253,766
Central services	611,471	-	-	-	-	611,471
Non-capital trust fund expenses	-	604,682	-	-	-	604,682
Building	-	-	3,374	-	-	3,374
Amortization of tangible and intangible capital assets (Notes 6 and 7)	-	-	-	520,821	-	520,821
<b>Total expenses</b>	<b>6,493,640</b>	<b>604,682</b>	<b>3,374</b>	<b>520,821</b>	<b>-</b>	<b>7,622,517</b>
<b>Excess (deficiency) of revenue over expenses for the year</b>	<b>\$ 193,515</b>	<b>\$ 28,517</b>	<b>\$ 168,664</b>	<b>\$ (520,821)</b>	<b>\$ 73,921</b>	<b>\$ (56,204)</b>

**Ottawa Humane Society  
Statement of Operations  
(continued)**

**For the year ended March 31, 2014**

	Operating Fund	Trust Fund	Building Fund	Property and Equipment Fund	Capital Replacement Fund	Total Funds
<b>Revenue (Note 12)</b>						
Animal shelter	\$ 2,049,063	\$ -	\$ -	\$ -	\$ -	\$ 2,049,063
Clinic	19,113	-	-	-	-	19,113
Rescue and investigation services	218,349	-	-	-	-	218,349
Development	4,089,012	-	-	-	-	4,089,012
Volunteer / outreach	142,230	-	-	-	-	142,230
Donation from auxiliary (Note 13)	10,000	-	-	-	-	10,000
Bequests	-	885,666	-	-	-	885,666
Gain on disposal of assets	-	-	-	1,961,097	-	1,961,097
Investment income	69,198	57,383	10,909	-	1,854	139,344
Other	52,984	35,101	-	-	-	88,085
Building fund donations	-	-	235,065	-	-	235,065
Government and other funding for building	-	-	250,000	-	122,472	372,472
<b>Total revenue</b>	<b>6,649,949</b>	<b>978,150</b>	<b>495,974</b>	<b>1,961,097</b>	<b>124,326</b>	<b>10,209,496</b>
<b>Expenses (Note 14)</b>						
Animal shelter	2,415,005	-	-	-	-	2,415,005
Clinic	435,754	-	-	-	-	435,754
Rescue and investigation services	433,930	-	-	-	-	433,930
Development	983,435	-	-	-	-	983,435
Volunteer / outreach	697,089	-	-	-	-	697,089
Premises	173,901	-	-	-	-	173,901
Central services	495,672	-	-	-	-	495,672
Non-capital trust fund expenses	-	599,268	-	-	-	599,268
Building	-	-	117,569	-	-	117,569
Amortization of tangible and intangible capital assets (Notes 6 and 7)	-	-	-	497,509	-	497,509
Term loan interest	-	124,920	-	-	-	124,920
<b>Total expenses</b>	<b>5,634,786</b>	<b>724,188</b>	<b>117,569</b>	<b>497,509</b>	<b>-</b>	<b>6,974,052</b>
<b>Excess of revenue over expenses for the year</b>	<b>\$ 1,015,163</b>	<b>\$ 253,962</b>	<b>\$ 378,405</b>	<b>\$ 1,463,588</b>	<b>\$ 124,326</b>	<b>\$ 3,235,444</b>



## Ottawa Humane Society Statement of Cash Flows

For the year ended March 31	2015	2014
<b>Cash flows from (used in) operating activities</b>		
Excess (deficiency) of revenue over expenses for the year	\$ (56,204)	\$ 3,235,444
Adjustments for		
Building Fund revenue - financing activity	(172,038)	(495,974)
Capital Replacement Fund revenue - financing activity	(73,921)	(124,326)
Amortization of tangible and intangible capital assets - non-cash item	520,821	497,509
Loss on disposal of tangible and intangible capital assets - non-cash item	-	2,398
Gain on sale of assets held for sale - investing activity	-	(1,963,256)
Changes in the unrealized gains and losses of investments and accrued interest	101,117	(44,931)
Realized (gains) losses on investments	(18,298)	(12,570)
Changes in non-cash working capital items related to operations		
Accounts receivable related to non-capital activities	64,720	(62,184)
Prepaid expenses and inventory related to non-capital activities	40,984	(52,809)
Accounts payable and accrued liabilities related to non-capital activities	(113,523)	(98,277)
Deferred revenue	19,917	73,269
	<b>313,575</b>	<b>954,293</b>
<b>Cash flows from (used in) investing activities</b>		
Purchase of investments	(2,497,008)	(5,456,692)
Proceeds on disposal of investments	2,463,343	4,858,307
Proceeds on sale of assets held for sale	-	3,200,000
Deposit on purchase of capital assets	70,523	(70,523)
Acquisition of tangible and intangible capital assets	(264,172)	(247,875)
Purchase of restricted cash and investments	(144,472)	(124,326)
Proceeds on disposal of restricted cash and investments	70,550	-
	<b>(301,236)</b>	<b>2,158,891</b>
<b>Cash flows from (used in) financing activities</b>		
Increase (decrease) in term loan	-	(4,251,133)
Building Fund revenue	172,038	495,974
Capital Replacement Fund revenue	73,921	124,326
	<b>245,959</b>	<b>(3,630,833)</b>
<b>Net increase (decrease) in cash for the year</b>	<b>258,298</b>	<b>(517,649)</b>
<b>Cash, beginning of year</b>	<b>455,642</b>	<b>973,291</b>
<b>Cash, end of year</b>	<b>\$ 713,940</b>	<b>\$ 455,642</b>

---

# Ottawa Humane Society

## Summary of Significant Accounting Policies

**March 31, 2015**

---

**Nature and Purpose of Organization**

The Ottawa Humane Society (the "Society") was incorporated as a not-for-profit organization without share capital under the Ontario Corporations Act on November 29, 1933.

The Society's mandate is to encourage individuals to take responsibility for their animal companions, provide leadership in the humane treatment of all animals and to provide care for neglected, abandoned or exploited animals.

The Society is a registered charity within the meaning of the Income Tax Act of Canada and is exempt from income taxes.

**Basis of Presentation**

These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations, which are part of Canadian generally accepted accounting principles and include the following significant accounting policies.

**Use of Estimates**

The preparation of financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting periods. Actual results could differ from management's best estimates as additional information becomes available in the future. These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in the period in which they become known.

Significant estimates include assumptions used in estimating the amounts and collectibility of accounts receivable, in estimating the fair value of investments and other financial instruments, in establishing the useful lives and related amortization of tangible and intangible capital assets, in estimating provisions for accrued and contingent liabilities, and in estimating the portion of revenue from governments earned in a specific year.

**Financial Instruments**

Financial instruments are financial assets or liabilities of the Society where, in general, the Society has the right to receive cash or another financial asset from another party or the Society has the obligation to pay another party cash or other financial assets.

Measurement of financial instruments

The Society initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions.

The Society subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments and certain fixed income securities that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in operations.

---

## Ottawa Humane Society

### Summary of Significant Accounting Policies

**March 31, 2015**

---

**Financial Instruments**  
(continued)

Measurement of financial instruments (continued)

Financial assets and liabilities measured at amortized cost include cash, restricted cash, guaranteed investment certificates and certain fixed income securities that are not quoted in an active market, accounts receivable, accounts payable and accrued liabilities, and government remittances payable. Certain fixed income securities and equity instruments are carried at fair value based on quoted market prices.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in 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 operations.

Transaction costs

The Society recognizes its transaction costs in operations in the period incurred. However, the financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

**Revenue Recognition**

The Society follows the restricted fund method of accounting for contributions. Contributions consist of donations and special events fundraising (development) revenue, bequests, and government and other funding.

The Operating Fund is for the day-to-day operations of the Society. Restricted contributions related to general operations are recognized as revenue of the Operating Fund in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the Operating Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Interest and dividends earned from the Trust Fund, are recognized as revenue in the Operating Fund.

Animal shelter, clinic, rescue and investigation services, volunteer / outreach and other revenues are recognized as revenue in the Operating Fund when these services are provided.

The Trust Fund includes funds received from life memberships, bequests (unless otherwise designated by donors) and specified donations. Interest and dividends earned on the Trust Fund investments are to be used for current operations and are therefore revenue of the Operating Fund. Unrealized gains and losses of investments are included in investment income of the Trust Fund. Pledges and bequests

---

## Ottawa Humane Society

### Summary of Significant Accounting Policies

**March 31, 2015**

---

**Revenue Recognition**  
(continued)

are not recorded in the financial statements until received. Trust Fund expenditures require the approval by two thirds of the Society's Board of Directors. The interest payments on the term loan are recorded in this fund.

The Building Fund includes net funds received specifically designated towards the purchase of land and construction of the Society's new building which the Society completed and began using during its 2012 fiscal year.

The Property and Equipment Fund is used to account for all property and equipment (tangible and intangible capital assets) owned by the Society and the assets held for sale. The tangible and intangible capital assets amortization expense as well as related gains and losses on disposal for all tangible and intangible capital assets are also recorded in this fund.

The Capital Replacement Fund is used to segregate the amortization of tangible capital assets portion of funds received from the City of Ottawa (the "City"). In accordance with the agreement between the Society and the City, these funds are to be placed in an interest-bearing account and to be used only with the approval of the City for the eventual replacement of the facility or capital projects that extend the useful life of the facility. Interest earned from these funds is to be credited to the Capital Replacement Fund.

**Contributed Materials,  
Services and Other  
Assets**

Volunteers contribute an indeterminable number of hours every year to assist the Society in carrying out its activities. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements. Donations in kind of materials are recorded at their fair value at the date of receipt, when the fair value can be reasonably estimated, the materials are used in the normal course of the Society's operations and the materials would have otherwise been purchased by the Society. There were no significant materials received in the 2015 fiscal year.

Donations of assets other than cash are recorded at their fair value. Fair value would be estimated using market or appraisal values.

**Cash and Cash  
Equivalents**

For purposes of the Society's statement of cash flows, cash and cash equivalents are defined as bank balances and short-term liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Restricted cash held in the Society's investment portfolio set out in Note 5 to these financial statements is excluded from cash, as detailed above, and forms part of restricted cash and investments of the Society.

**Inventory**

Inventory is recorded at the lower of cost and net realizable value, with the cost being determined on the first-in, first out basis.

---

## Ottawa Humane Society

### Summary of Significant Accounting Policies

**March 31, 2015**

---

#### **Tangible Capital Assets**

Purchased tangible capital assets are recorded at cost. Donated tangible capital assets are recorded at their fair value at the date of acquisition. In unusual circumstances when fair value cannot be reasonably determined, the donated tangible capital asset would be recorded at a nominal value. Tangible capital assets are amortized over their estimated useful lives. Amortization expense as well as related gains and losses on disposal are recorded in the Property and Equipment Fund. Amortization is provided using the straight-line method, unless otherwise noted. Useful lives of tangible capital assets in use during the 2015 fiscal year were estimated as set out later in this significant accounting policy.

When a tangible capital asset no longer has any long-term potential to the Society, the write-down, being the excess of its net carrying amount over any residual value, is charged to the operations of the Property and Equipment Fund as an expense. A write-down is not reversed in subsequent years.

Amortization rates and methods for tangible capital assets are as follows:

Building	40 years
Computer hardware	4 years
Furniture and equipment	10 years
Automotive equipment	5 years

Land is not amortized.

#### **Intangible Capital Assets**

Purchased intangible capital assets are recorded at cost. Donated intangible capital assets are recorded at their fair value at the date of acquisition. In unusual circumstances when fair value cannot be reasonably determined, the donated intangible capital asset would be recorded at a nominal value. Significant donated intangible capital assets are set out in Note 7 to the financial statements. Intangible capital assets with finite lives are amortized over their estimated useful lives. Amortization expense as well as related gains and losses on disposal are recorded in the Property and Equipment Fund. Amortization is provided using the straight-line method. The useful life of intangible capital assets with a finite life in use during the 2015 fiscal year was estimated as follows:

Computer software	3 years
-------------------	---------

The Society also possesses a time share vacation property. The useful life of the time share vacation property has been determined by the Society to be indefinite and therefore is not being amortized. An intangible capital asset that is not subject to amortization should be tested for impairment whenever events or changes in circumstances indicate that its carrying amount may exceed its fair value. When an intangible capital asset that is not being amortized is subsequently determined to have a finite useful life, the asset is tested for impairment.

---

## Ottawa Humane Society

### Summary of Significant Accounting Policies

**March 31, 2015**

---

**Intangible Capital Assets** (continued) An impairment loss is recognized in the operations of the Property and Equipment Fund as an expense for the fiscal period of impairment and is not a change in accounting policy. The intangible capital asset is then amortized over its estimated useful life and accounted for in the same manner as other intangible capital assets that are subject to amortization.

**Expense Allocations** The Society's expenses are presented in the statements of operations on a functional program basis. Certain expenses incurred are applicable to more than one function, are directly related to the output of the applicable function, and are therefore considered direct costs. A further breakdown of all allocated expenses is set out in Note 14 to the financial statements.

---

---

## Ottawa Humane Society Notes to Financial Statements

**March 31, 2015**

---

**1. Cash and Cash Equivalents**

The Society's cash is held in four accounts at one Canadian chartered bank and some earn interest at a nominal rate. The operating bank account does not earn interest. The remaining cash is held as part of the Society's investment portfolio that is held in an investment account with a large Canadian financial institution. At March 31, 2015 the cash investment account had a balance of \$21,394 (2014 - \$12,873).

The Society also holds short term GICs during the year of \$300,000 (2014 - \$300,000). The maturity dates range from April 2015 to October 2015 (2014 - April 2014 to October 2014) with variable interest rate of prime less 1.95% (2014 - less 1.80%).

---

**2. Accounts Receivable**

	2015	2014
Trade accounts receivable	\$ 27,180	\$ 24,101
Good and services / harmonized sales taxes receivable	41,826	109,625
	<b>\$ 69,006</b>	<b>\$ 133,726</b>

---

**3. Prepaid Expenses**

	2015	2014
Operating prepaid expenses	\$ 99,278	\$ 127,767
Deposit on tangible capital assets	-	70,523
	<b>\$ 99,278</b>	<b>\$ 198,290</b>

---

**4. Investments**

	2015	2014
Fixed income securities, at amortized cost	\$ 637,504	\$ 1,098,342
Equity securities, at fair value	2,403,636	2,002,093
Mutual funds, at fair value	10,141	-
	3,051,281	3,100,435
Less current portion of investments	171,262	358,072
	<b>\$ 2,880,019</b>	<b>\$ 2,742,363</b>

Due to the nature and term of the Society's investments carried at amortized cost, amortized cost approximates fair value.

## Ottawa Humane Society Notes to Financial Statements

**March 31, 2015**

**4. Investments (continued)**

The fixed income securities are comprised of corporate debt securities and government bonds with interest rates on their face values ranging from 1.76% to 4.26% (2014 - 1.5% to 4.50%) with various maturity dates between the Society's fiscal years of 2016 and 2018 (2014 - 2015 to 2017). Equity securities are comprised of publicly traded and highly liquid common and preferred shares. The mutual funds consist of mostly fixed income securities. The Society's investments can be readily liquidated if necessary.

**5. Restricted Investment**

In accordance with the agreement between the Society and the City of Ottawa (the "City"), the Capital Replacement funds received are to be placed in an interest bearing account and to be used only with the approval of the City for the eventual replacement of the Society's facility or capital projects that extend the useful life of the facility. As a result of this agreement these funds are restricted.

	2015	2014
Restricted cash	\$ 74,422	\$ -
Guaranteed investment certificates at amortized cost	141,123	211,806
Mutual funds, at fair value	70,183	-
	285,728	211,806

The Society holds GICs that have interest rates of prime less 1.88% to 2% (2014 - prime less 1.80%) and mature during fiscal 2016 and 2018 (2014 - 2015). Mutual funds held by the Society consist of a money market account with an approximate annual return of 1.0%.

**6. Tangible Capital Assets**

	2015			2014		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Land	\$ 1,744,284	\$ -	\$ 1,744,284	\$ 1,744,284	\$ -	\$ 1,744,284
Building	13,165,309	1,233,535	11,931,774	13,165,309	904,402	12,260,907
Computer hardware	188,607	143,397	45,210	167,481	118,167	49,314
Furniture and equipment	1,520,831	531,400	989,431	1,364,058	398,259	965,799
Automotive equipment	199,131	142,078	57,053	190,661	156,869	33,792
	\$ 16,818,162	\$ 2,050,410	\$ 14,767,752	\$ 16,631,793	\$ 1,577,697	\$ 15,054,096



## Ottawa Humane Society Notes to Financial Statements

**March 31, 2015**

**6. Tangible Capital Assets** (continued)

During the 2015 fiscal year, assets were disposed of that had a tangible capital asset cost of \$30,725 (2014 - \$52,500) and \$30,725 (2014 - \$50,102) of accumulated amortization, resulting in a loss on disposal of \$nil (2014 - \$2,398). No proceeds were received for the disposal of these assets. These disposals are in the normal course of operations and the loss is recorded in the property and equipment fund.

**7. Intangible Capital Assets**

	2015			2014		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Computer software	\$ 204,432	\$ 159,873	\$ 44,559	\$ 157,356	\$ 142,492	\$ 14,864
Time share vacation property	<b>38,810</b>	-	<b>38,810</b>	38,810	-	38,810
	<b>\$ 243,242</b>	<b>\$ 159,873</b>	<b>\$ 83,369</b>	\$ 196,166	\$ 142,492	\$ 53,674

The Society holds an intangible capital asset in a time share vacation property which was recorded at its fair value of \$38,810 when it was donated to the Society in 2002. It is used as a means to raise funds for the Society each year by way of a lottery. The Society is responsible for the annual maintenance fees of approximately \$1,000.

**8. Credit Facilities**

During the fiscal year, the Society entered into an agreement with a Canadian financial institution for an overdraft credit facility on the operating bank account in the amount of \$800,000, bearing interest at a rate of prime plus 0.75%. This facility is due on demand. The overdraft was not in use at March 31, 2015.

Beginning in its 2011 fiscal year, the Society entered into an agreement with a Canadian financial institution for an operating loan in the amount of \$300,000, bearing interest at a rate of prime plus 0.75%. This facility is due on demand. The operating loan was not in use at March 31, 2014. This operating loan was closed and was not available as at March 31, 2015.

**9. Deferred Revenue**

	2015		2014	
Summer programs	\$ 50,485	\$	54,669	
Furball	<b>68,901</b>		44,800	
	<b>\$ 119,386</b>	\$	99,469	

---

## Ottawa Humane Society Notes to Financial Statements

**March 31, 2015**

---

**9. Deferred Revenue** (continued)

Society has multiple summer programs, which requires payment before the program begins, resulting in deferred revenue.

During the fiscal year, the Society sold tickets for the furball which is an annual event held by the Society. The event will occur in April 2015 and therefore resulted in deferred revenue.

---

**10. Contingent Liabilities**

From time to time the Society is a defendant in various legal actions, the outcomes of which are not determinable as at the date of preparation of these financial statements and against which the Society is often insured. Settlements, if any, will be accounted for in the fiscal period when these amounts can be reasonably determined and to the extent that the amounts are not recoverable from insurers. It is the Society's policy to vigorously defend these actions.

With respect to the construction of the Society's new facility, the City of Ottawa (the "City") has indicated its intention to levy development charges of \$233,900, which represents the remaining portion of total development charges, under a deferred development charges agreement. The proposed agreement dated May 26, 2011 is for 25 years with a 10% interest rate. The proposed agreement has not been agreed to by the Society and the Society is engaged in discussions with the City regarding the charges. It is the position of the Society that the development charges and related interest are not payable at March 31, 2015 or March 31, 2014. Until the discussions are completed the Society is unable to determine the amount that may be payable in the future, if any. Therefore the development charges and related interest have not been recognized in these financial statements and will be accounted for in the fiscal year when the amounts, if any, are determined to be payable at any time in the future.

---

**11. Interfund Transfers**

During the year 2015 fiscal year there was only one transfer between funds. This transfer was from the trust fund to the property and equipment fund of \$264,171 (2014 - \$247,875) for the purchase of all capital items during the year by the trust fund.

During the 2014 fiscal year there was also a transfer from the operating fund of \$5,000 to the property and equipment fund as a result of the loss on donated property and a \$750,000 permanent transfer from the operating to the trust fund was done in order to invest surplus funds.

The last transfer for the 2014 fiscal year was from the property and equipment fund to the building fund of \$3,205,241 in order to facilitate the full repayment of the term loan outstanding on the building.

---

---

## Ottawa Humane Society Notes to Financial Statements

**March 31, 2015**

---

### 12. Fundraising

Fundraising revenues are included in multiple financial statement categories. These are summarized as follows:

	2015	2014
<u>Operating Fund</u>		
Development revenue		
Individual support	\$ 3,290,704	\$ 3,501,895
Group support	146,171	120,858
Special events	624,863	466,259
	4,061,738	4,089,012
Donation from auxiliary	10,000	10,000
	\$ 4,071,738	\$ 4,099,012
 <u>Trust Fund</u>		
Bequests	\$ 666,173	\$ 885,666
Donation from auxiliary	2,500	-
Other	46,430	26,810
	\$ 715,103	\$ 912,476
 <u>Building Fund</u>		
Building fund donations	\$ 172,038	\$ 235,065
 Total fundraising revenue	 \$ 4,958,879	 \$ 5,246,553

Further, there are fundraising expenses included in multiple statements of operations categories. These expenses are based on direct costs and are as follows:

	2015	2014
Operating Fund - Development	\$ 1,206,913	\$ 975,871
Trust Fund - Non-capital Trust Fund expenses	452,298	519,357
Building Fund - Building	3,374	6,543
	\$ 1,662,585	\$ 1,501,771

---

## Ottawa Humane Society Notes to Financial Statements

**March 31, 2015**

### 13. Donation from Auxiliary

In order to facilitate the issuance of income tax receipts, the Ottawa Humane Society Auxiliary's funds are maintained in a Society account. Revenues are recognized on receipt, and expenses are recognized when incurred and are paid at the request of the Auxiliary membership.

During the year ended March 31, 2015, the Society recognized revenue of \$12,500 (2014 - \$10,000) of funds received from the Auxiliary, \$10,000 (2014 - \$10,000) of this amount was recorded in the operating fund and \$2,500 (2014 - \$nil) was recorded in the trust fund.

### 14. Allocated Expenses

Certain expenses are allocated in the statements of operations for financial statement presentation purposes.

Certain allocated expenses are included in the animal shelter expenses category. The amounts allocated to the animal shelter expenses are based on the estimated usage of the shelter. The amounts allocated include, \$7,694 per month, approximately 12% (2014 - 12%) of central service expenses and 38% of premise expenses. In addition, the fleet expenses included as part of the rescue and investigation services expense category are allocated to the following departments based on estimated usage: 40% to rescue and investigation services, 35% animal shelter, 25% to volunteer/outreach expense category.

If these expenses were not being allocated to animal shelter expense category they would have been included in the following statements of operations categories:

	2015	2014
Rescue and investigation services	\$ 11,298	\$ 12,075
Premises	175,972	118,003
Central services	92,328	74,351
	\$ 279,598	\$ 204,429

The fleet expenses as described above are included in the volunteer / outreach expenses category. If these expenses were not being allocated they would have been included on the following statements of operations category:

	2015	2014
Rescue and investigation services	\$ 8,070	\$ 8,625

Certain allocated expenses are included in the rescue and investigations services expenses category. The amounts allocated to the rescue and investigations services expenses are based on the estimated usage of these services. The amounts allocated include, 8% of central service expenses and 6% of premise expenses.

---

## Ottawa Humane Society Notes to Financial Statements

**March 31, 2015**

---

**14. Allocated Expenses** (continued)

If these expenses were not being allocated to rescue and investigations services expenses category they would have been included in the following statements of operations categories:

	<u>2015</u>		<u>2014</u>
Premises	\$ 27,785	\$	18,632
Central services	61,255		49,567
	<u>\$ 89,040</u>	<u>\$</u>	<u>68,199</u>

---

**15. Contractual Obligations**

In connection with its operations, the Society regularly enters into agreements for the purchase of various supplies and services including the rental of equipment. Certain of these agreements extend beyond the end of the 2015 fiscal year. In the opinion of management, these agreements are in the normal course of the Society's operations, are not abnormal in amount or nature and do not include a high degree of speculative risk. The total contractual obligations that extend beyond the end of the 2015 fiscal year are approximately \$263,000 (2014 - \$103,000).

---

**16. Employee Benefits**

The Society participates in a defined contribution plan providing pension benefits to eligible employees. The expense for the plan for the 2015 fiscal year is \$70,254 (2014 - \$64,149) which represents the Society's required current contributions to the plan for the years.

---

**17. Financial Instruments Risks and Concentrations**

The Society is exposed to various risks through its financial instruments. The following analysis provides a measure of the Society's risk exposure and concentrations as at March 31, 2015. Reference should be made to the statement of financial position and related notes for the quantitative values of the financial statement items referred to herein.

The Society is not involved in any hedging relationships and does not hold or use any derivative financial instruments for trading purposes.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Society is exposed to this risk in respect of its accounts receivable.

---

# Ottawa Humane Society

## Notes to Financial Statements

**March 31, 2015**

---

**17. Financial Instruments Risks and Concentrations (continued)**

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Society is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, and its ability to provide the activities related to its deferred revenue and its contractual obligations.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk.

Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Society is not exposed to currency risk as it does not significantly transact in currencies other than the Canadian dollar.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Society is exposed to interest rate risk on its fixed and variable interest rate financial instruments. The Society holds floating-rate and nominal rate financial instruments being its cash as set out in Note 1 and its restricted investments as set out in Note 5 to the financial statements, which would subject the Society to a cash flow risk. The Society also holds fixed-rate financial instruments being its guaranteed investment certificates and fixed income securities, as set out in Note 4 to the financial statements, that would subject the Society to a fair value risk.

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Society is exposed to other price risk with respect to its investments in equity, and mutual funds held, as set out in Note 4 to the financial statements.

Investment credit risk

Investment credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Society is exposed to investment credit risk through its cash, restricted investments, as set out in Notes 1, 4 and 5 to the financial statements respectively. Investment credit risk arising from these is limited to the carrying value of these assets.

Investment concentration risk

Investment concentration risk is the risk that cash held in financial institutions and an investment portfolio will have greater exposure due to a concentration in a single financial institution and securities with similar characteristics or subject to similar economic, political or other conditions. Investment concentration risk is mitigated by ensuring limits on geographic allocations as well as limits on individual entity holdings.

---

## Ottawa Humane Society Notes to Financial Statements

**March 31, 2015**

---

17. **Financial Instruments Risks and Concentrations** (continued)

Changes in risk

There have been no other significant changes in the Society's risk exposures from the 2014 fiscal year.

---

18. **Comparative Amounts**

In certain instances the presented 2014 fiscal year corresponding amounts and disclosures have been reclassified to conform with the financial statement presentation and disclosures adopted for the 2015 fiscal year.

---