



Annual General Meeting  
Edmonton City Hall  
5:30 pm Social Gathering  
6:35 pm Business Meeting  
Wednesday, May 30<sup>th</sup>, 2018

- 5:30 pm**      **Social gathering and refreshments**
- 6:00 pm**      **Welcome and announcements – A. Abboud**
- Greetings from the Government of Alberta – David Shepherd
  - Greetings from Edmonton City Council – Scott McKeen
- 6:10 pm**      **EHC *Heritage Slam* Presentation**
- Darrin Hagen – Edmonton’s drag history photo exhibit
  - Kathryn Lennon – All Our Fathers’ Relations film screening
  - Amanda Lemay – CKUA’s 90<sup>th</sup> birthday celebration
  - Casey Edmunds – FJA and the Grandin murals
  - Wai Ling-Lennon and Lai Chu Kong – Chinese elders story collection
  - Vern Thiessen - John Ware Reimagined salon series
- 6:35 pm**      **Business Meeting**
- Call to Order and Welcome – A. Abboud
  - Approval of Agenda – A. Abboud
  - Approval of Minutes of AGM, May 24<sup>th</sup>, 2017 – C.J. Dorsey
  - Chair’s Report – A. Abboud
  - Executive Director’s Report – D. Ridley
  - Presentation of 2017 Audited Financial Statements – M. Kennedy
  - Motion for Process to Appoint Auditors, 2018 Fiscal Year – A. Singh Sandhu
  - Introduction of Nominees and Election of Directors – G. Bounds
  - Introduction of 2018 - 2019 Board of Directors – E. Gormley
  - Adjournment – A. Abboud
- 7:00 pm**      **Meet & Greet with members and *Heritage Slam* presenters**
- 7:30 pm**      **Conclusion**

## Edmonton Heritage Council 2017 Annual General Meeting

Wednesday, May 24th, 2017  
Edmonton City Hall

### **Present**

#### **EHC Board of Directors:**

A. Abboud (Treasurer), W. Birch, C.J. Dorsey (Secretary), E. Gormley, M. Kennedy, M. Male, Beth Sanders (Vice Chair), A. Singh Sandhu, S. Scott.

#### **EHC Staff:**

D. Ridley (Executive Director), M. Jimmy (Program Manager), M. Roberts (City Museum Strategy Manager), G. Doll (Finance Coordinator), R. Stephens (Communications Coordinator), K. Fisher (Outreach Coordinator), A. Rahman (Program Lead, Cultural Initiatives).

### **Guests:**

Councilor Ben Henderson, Chris Chang-Yen Phillips.

### **Regrets**

G. Bounds (Chair), S. Das (Past Chair), A. Grabia, J. Lehman, A.L. Pauchulo, A. Miller, R. Jevna, R. Geldart, K. Ivany.

### **Acknowledgments and Welcome**

*B. Sanders welcomed all to EHC's 7<sup>th</sup> AGM, 6:06pm with acknowledgement of Treaty Six Territory. Followed by greetings from Councilor Ben Henderson who welcomed all on behalf of City Council. Thanked the Board and staff of the EHC, acknowledging that the Edmonton Heritage Council is one of the success stories that came out of the Art of Living, and was reminded of the great work the EHC does with the number of applications and the growth in activity through the grants program.*

#### **1. Annual General Meeting – B. Sanders**

Called to order at 6:06pm

Kyla Fisher serving as recording secretary.

*Confirmation of quorum: of 74 individual and organizational members in good standing as of the meeting date, 15 or 20% are present. Bylaw quorum requirement is to have 20% of members in good standing present for the Annual General Meeting.*

*Beth Sanders welcomed all to the AGM.*

#### **2. Approval of the Agenda – B. Sanders**

**2017 AGM-01 Motion:** That the agenda be approved as presented.

*Moved by A. Davies, Seconded by C. White*

**Motion Carried. Unanimous.**

### **3. Approval of the Minutes of the AGM, May 27, 2016 – B. Sanders**

**2017 AGM-02 Motion:** That the minutes of the Annual General Meeting 2016 be approved as presented.

*Moved by C.J. Dorsey, Seconded by J. White*

**Motion Carried. Unanimous.**

### **4. Introduction of Nominees and Election of Directors – B. Sanders**

*Seven candidates have been nominated to fill vacancies on the Board of the Edmonton Heritage Council to join the current 11 Directors; bylaw permits up to 20 Directors. The nomination committee consisted of Wendy Birch, Mack Male, Sally Scott and Beth Sanders. Five new candidates for directors were presented for consideration: Leo Campos Aldunez, Angelina Bakshi, Robert Hobson, Anthony Owolabi, and Nakita Valerio. Two directors were presented for consideration for a second term: Gregory Bounds and Candace Jane Dorsey. Ballots were distributed at registration as well as biographical information for each of the nominated candidates. The ballots were marked after the introduction of nominees, collected and then counted. Rocky Feroe acted as the scrutineer.*

### **5. Presentation of the 2016 Audited Financial Statements – A. Abboud**

*Introduction to the accountability practices brought forward in 2015. The accountability framework instituted by EHC in 2015 covers not only the matters of legal compliance required of EHC, but a wider approach to reviewing accountability in terms of its mission, mandate, and organization work. Financial Statements are a part of this framework. The audited 2016 financial statements were distributed as part of the meeting package. They were audited and prepared by Ramsay and company Chartered Accountants. The auditors determined that the statements and records provided were sufficient to render a valid opinion and that the statements present fairly the financial position of the Edmonton Heritage Council Society. While the EHC incurred a deficit, it is still in a sound financial position due to our core support from the City of Edmonton. Thank you to the City for their continued support. The board approved the financial statements and the auditor's report based on the recommendation of the EHC's Accountability and Audit Committee, chaired by Arundeeep Singh Sandhu.*

**2017 AGM - 03 Motion:** That the Edmonton Heritage Council's 2016 Audited Financial Statements and Auditor's Report, as approved by the EHC board, be received by the membership as information.

*Moved by A. Abboud, Seconded by G. Gauvin*

**Motion Carried. Unanimous.**

### **6. Process to Appoint Auditors, 2017 Fiscal Year – A. Singh Sandhu**

*Arundeeep discussed the process for appointing auditors for the 2017 fiscal year. While EHC has worked with Ramsay and Company Chartered Accountants as the external auditor since EHC's inception, the Accountability and Audit Committee recommended that the board periodically issues*

*a request for proposals to provide external auditor services for the sake of transparency and accountability. The board supports this recommendation. The aim is to work with that auditor over the next few years, and to confirm that auditor with the members at future general meetings. A question from the floor emerged regarding the timeline for the RFP process. David Ridley explained that the timeline is to have it in place by the end of October, and for the new auditor to be in place by the end of the fiscal year.*

**2017 AGM - 02 Motion:** That the Edmonton Heritage Council's accountability and audit committee be authorized to identify and retain a qualified auditor to prepare the Edmonton Heritage Council's financial statements for 2017.

*Moved by A. Singh Sandhu, Seconded by G. Gauvin.*

**Motion Carried. Unanimous.**

## **7. Chair's Report – B. Sanders, on behalf of G. Bounds**

*Beth Sanders presented the Chair's report on behalf of Gregory Bounds who was away in China. The following are some highlights from his report:*

- *The expansion of the board has helped strengthen strong governance work, and allowed us to better support the EHC organizational mission and mandate.*
- *Over the past year there has been a higher profile and an increase in applications for the Heritage Community Investment Program. The board approved 37 grants in 2016 with a total investment of just under \$400,000. Nearly half of the recipients were new applications.*
- *Thanks to the City of Edmonton, the organizations and individuals who work with EHC.*
- *EHC will continue to engage the Heritage community in supporting new and evolving programming.*

## **8. Executive Director's Report – D. Ridley**

*David Ridley presented his Executive Director's Report. The following are some highlights from that report:*

- *We've been working hard to activate the community in the Heritage Community Investment Program. It was established in 2013 and the amount of available funding has increased. We're hoping that the pot will increase once again with the new Art of Living Plan.*
- *We are working on the vision of the work. How do we embrace diversity and culture on Treaty 6 territory? How do we connect Edmontonians to the stories of their city?*
- *We are taking a unique approach to the Edmonton City as Museums Project. It is done as a means of engaging the community and organizations with programming throughout the city at different facilities and campuses. We were happy to receive additional support for ECAMP this past April.*
- *We have been engaged with many other projects, including Edmonton Maps Heritage, the Camsell Project, the historian laureate program with Chris Chang-Yen Phillips and in partnership with the heritage board, The Heritage Network, The Edmonton Living Rooms project with the Multicultural Health Brokers, Retrofutures, City Beautiful to name a few.*

- *We have a committed to responding to the TRC's call to action and making programs more accessible to Edmontonians. The Camsell project is a great example. This work continues to be a focus.*
- *We are currently moving towards the end of the Art of Living. There is going to be time to look at what's been accomplished and what needs to be included in the next plan which is exciting to contemplate. This planning process will begin later in 2017, and it will be in place for the new city council.*
- *To be frank, we haven't been as accessible in engaging our members in the work that we've been doing for the past year. At the end of June, we'll have our first members conversation with a focus on the TRC and the Heritage Sector. Throughout the rest of the year we'll host members' conversations including Town Halls on heritage and culture.*
- *Thank you to the EHC Staff and board.*
- *Thanks to the board for wise and keen direction. Its been a pleasure working with everyone. That collegial atmosphere is essential.*

*A comment was raised from the floor by Adriana Davies. She wanted to express her thanks for the success of the board and staff for actualizing the Edmonton Heritage Council as it was envisioned to operate in the initial Art of Living. She suggests being open to change and new trends as the new plan is prepared.*

## **9. Introduction of the 2017-2018 Board of Directors – B. Sanders**

*The elections results presented by Beth Sanders:*

### **2017/2018 Board of Directors:**

Leo Campos Aldunez  
 Angelina Bakshi  
 Robert Hobson  
 Anthony Owolabi  
 Nakita Valerio

### **Second Term Directors:**

Gregory Bounds  
 Candace Jane Dorsey

*Officers will be elected at the first board meeting on May 31, 2017. Beth Sanders acknowledged the work of the departing board members, and that of those continuing on.*

## **10. Adjournment – B. Sanders, seconded by G. Gauvin.**

The meeting adjourned at 6:58 pm.

**EDMONTON HERITAGE COUNCIL SOCIETY**  
**Financial Statements**  
**For The Year Ended December 31, 2017**

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## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

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The financial statements of Edmonton Heritage Council Society have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

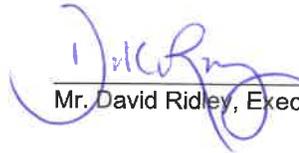
The integrity and reliability of Edmonton Heritage Council Society's reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Board of Directors is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board carries out this responsibility principally through its Audit Committee. The Audit Committee is appointed by the Board and meets periodically with management and the members' auditors to review significant accounting, reporting and internal control matters. Following its review of the financial statements and discussions with the auditors, the Audit Committee reports to the Board of Directors prior to its approval of the financial statements. The Committee also considers, for review by the Board and approval by the members, the engagement or re-appointment of the external auditors.

The financial statements have been audited on behalf of the members by Metrix Group LLP, in accordance with Canadian accounting standards for not-for-profit organizations.



Mr. Arundeeep Singh Sandhu, Chair,  
Accountability & Audit Committee



Mr. David Ridley, Executive Director

Edmonton, AB  
April 04, 2018



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## INDEPENDENT AUDITORS' REPORT

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To the Members of Edmonton Heritage Council Society

We have audited the accompanying financial statements of Edmonton Heritage Council Society, which comprise the statement of financial position as at December 31, 2017 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.

*Auditors' 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.

(continues)



Independent Auditors' Report to the Members of Edmonton Heritage Council Society *(continued)*

*Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of Edmonton Heritage Council Society as at December 31, 2017 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.

*Other Matter*

The financial statements of Edmonton Heritage Council Society for the year ended December 31, 2016 were audited by another auditor who expressed an unmodified opinion on those statements on April 5, 2017.

Chartered Professional Accountants

April 4, 2018  
Edmonton, Alberta

**EDMONTON HERITAGE COUNCIL SOCIETY**  
**Statement of Financial Position**  
**As at December 31, 2017**

	General Fund 2017	Casino Fund 2017	Tangible Capital Asset Fund 2017	HCIP & Program Fund 2017	Total 2017	Total 2016
<b>ASSETS</b>						
<b>CURRENT</b>						
Cash	\$ 8,044	\$ 42,434	\$ -	\$ 117,253	\$ 167,731	\$ 156,098
Accounts receivable (Note 2)	1,853	-	-	25,100	26,953	2,149
	9,897	42,434	-	142,353	194,684	158,247
<b>TANGIBLE CAPITAL ASSETS (Note 4)</b>	-	-	161,957	-	161,957	188,343
	\$ 9,897	\$ 42,434	\$ 161,957	\$ 142,353	\$ 356,641	\$ 346,590
<b>LIABILITIES</b>						
<b>CURRENT</b>						
Accounts payable and accrued liabilities (Note 5)	\$ 9,991	\$ -	\$ -	\$ -	\$ 9,991	\$ 10,363
Current portion of long term debt (Note 6)	-	-	19,373	-	19,373	18,430
	9,991	-	19,373	-	29,364	28,793
<b>LONG TERM DEBT (Note 6)</b>	-	-	141,028	-	141,028	160,387
	9,991	-	160,401	-	170,392	189,180
	(94)	42,434	1,556	142,353	186,249	157,410
	\$ 9,897	\$ 42,434	\$ 161,957	\$ 142,353	\$ 356,641	\$ 346,590

**ON BEHALF OF THE BOARD**

\_\_\_\_\_  
Director

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

**EDMONTON HERITAGE COUNCIL SOCIETY**  
**Statement of Operations**  
**For The Year Ended December 31, 2017**

	General Fund 2017	Casino Fund 2017	Tangible Capital Asset Fund 2017	HCIP & Program Fund (Schedule 1) 2017	Total 2017	Total 2016
<b>REVENUES</b>						
Grants (Note 7)	\$ 445,524	\$ -	\$ -	\$ 870,889	\$ 1,316,413	\$ 984,887
Rent	7,824	-	-	-	7,824	7,824
Membership fees	2,948	-	-	-	2,948	3,246
Interest	1,643	-	-	-	1,643	2,213
Other	1,220	-	-	-	1,220	8,304
Symposium	-	-	-	-	-	6,100
Donations	-	-	-	-	-	825
Casino	-	-	-	-	-	77,377
	459,159	-	-	870,889	1,330,048	1,090,776
<b>EXPENSES</b>						
Transfers to other organizations	8,938	-	-	621,945	630,883	608,646
Salaries, wages and benefits	299,503	-	-	83,869	383,372	381,511
Advertising and promotion	5,718	13,003	-	43,962	62,683	35,815
Professional fees	6,868	-	-	54,860	61,728	41,600
Honorariums	13,653	-	-	25,285	38,938	12,100
Amortization	-	-	28,281	-	28,281	29,573
Meetings and conventions	6,695	8,499	-	5,069	20,263	11,506
Office	26,346	975	-	3,480	30,801	24,781
Rent	7,134	8,717	-	-	15,851	26,877
Administration fees	180	-	-	-	180	60,712
Interest and bank charges	1,076	121	8,522	107	9,826	9,734
Board of directors	7,172	-	-	-	7,172	9,626
Events	1,888	889	-	2,024	4,801	29,527
Insurance	2,951	-	-	-	2,951	3,035
Travel	2,862	-	-	-	2,862	8,022
Dues, memberships and fees	617	-	-	-	617	893
	391,601	32,204	36,803	840,601	1,301,209	1,293,958
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	\$ 67,558	\$ (32,204)	\$ (36,803)	\$ 30,288	\$ 28,839	\$ (203,182)

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

**EDMONTON HERITAGE COUNCIL SOCIETY**  
**Statement of Changes in Fund Balances**  
**For The Year Ended December 31, 2017**

	General Fund	Casino Fund	Tangible Capital Asset Fund	HCIP & Program Fund	2017	2016
<b>FUND BALANCES - BEGINNING OF YEAR</b>	\$ (38,819)	\$ 74,638	\$ 9,526	\$ 112,065	\$ 157,410	\$ 360,592
Excess (deficiency) of revenue over expenses	67,558	(32,204)	(36,803)	30,288	28,839	(203,182)
Interfund transfer (Note 8)	(28,833)	-	28,833	-	-	-
<b>FUND BALANCES - END OF YEAR</b>	\$ (94)	\$ 42,434	\$ 1,556	\$ 142,353	\$ 186,249	\$ 157,410

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

**EDMONTON HERITAGE COUNCIL SOCIETY**  
**Statement of Cash Flows**  
**For The Year Ended December 31, 2017**

	2017	2016
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenues over expenses	\$ 28,839	\$ (203,182)
Item not affecting cash:		
Amortization	28,281	29,573
	<u>57,120</u>	<u>(173,609)</u>
Changes in non-cash working capital:		
Accounts receivable	(24,804)	4,422
Accounts payable and accrued liabilities	(373)	(28,206)
	<u>(25,177)</u>	<u>(23,784)</u>
	<u>31,943</u>	<u>(197,393)</u>
<b>INVESTING ACTIVITY</b>		
Purchase of tangible capital assets	(1,894)	(6,162)
<b>FINANCING ACTIVITY</b>		
Repayment of long term debt	(18,416)	(17,518)
<b>INCREASE (DECREASE) IN CASH FLOW</b>	<b>11,633</b>	<b>(221,073)</b>
CASH - BEGINNING OF YEAR	<u>156,098</u>	<u>377,171</u>
<b>CASH - END OF YEAR</b>	<b>\$ 167,731</b>	<b>\$ 156,098</b>

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

# EDMONTON HERITAGE COUNCIL SOCIETY

## Notes to Financial Statements

For the Year Ended December 31, 2017

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### PURPOSE OF THE SOCIETY

Edmonton Heritage Council Society (the "Society") is a not-for-profit organization incorporated provincially under the Societies Act of Alberta on November 6, 2009 and commenced operations on January 1, 2010. As a registered charity the Society is exempt from the payment of income tax under Section 149(1) of the Income Tax Act. The Society works within an overarching annual Contract for Service with the City of Edmonton to develop programs and projects that bring heritage closer to the community and create valuable dialogue and engagement around heritage and culture. The Society exists with the following objectives:

- To establish heritage programs and activities in Edmonton and to educate the public on heritage related topics, events and programs at the local, regional and national level to increase the recognition and awareness of heritage as a vital component of the Edmonton community and economy.
  - To direct community investment grant funds from the City of Edmonton to heritage organizations, which are qualified donees, or heritage organizations where the Society directs and controls the use of the investment grant funds to ensure that such funds are used in accordance with its objectives.
  - To provide advice, consultation and recommendations to the Council of the City of Edmonton and Senior Administration and to other stakeholders regarding heritage related policies, practices and programs.
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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Fund accounting

Edmonton Heritage Council Society follows the restricted fund method of accounting for contributions.

The General Fund accounts for the Society's administrative activities and operations of common elements and costs of improving or expanding the Society. This fund reports unrestricted donations and operating grants.

The Program Fund tracks individual project contracts entered into with the City of Edmonton. The Society strives to complement and support the programs of the heritage and cultural community and not to duplicate or compete with them. The Society works on individual project contracts with the City of Edmonton developing projects and programs to advance specific strategic goals outlined in the Art of Living Cultural Plan, such as Heritage Community Investment Grant program and the Edmonton Museums Strategy, which includes a comprehensive museum strategy for Edmonton and development of a city museum.

The Tangible Capital Asset Fund reports the assets, liabilities, revenues and expenses related to the Society's tangible capital assets.

The Casino Fund accounts for proceeds received from casino events managed by the Society and related fundraising casino expenditures. The Casino Fund was set up in response to the Alberta Gaming Commission's requirement to have a separate account to receive proceeds from casino's managed by the Society. The Society currently will hold a fundraising casino every two years.

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# EDMONTON HERITAGE COUNCIL SOCIETY

## Notes to Financial Statements

For the Year Ended December 31, 2017

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Basis of presentation

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

#### Revenue recognition

Edmonton Heritage Council Society follows the restricted fund method of accounting for contributions.

Restricted contributions related to general operations are recognized as revenue of the General Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund. If a separate fund does not exist, the restricted contribution will be recorded as part of the General Fund and will be deferred and recognized as revenue when the related expenses are incurred.

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Rent and membership fees are recognized as revenue in the year in which the services were provided.

Interest is recognized as revenue when earned.

#### Contributed services

The operations of the Society depend on the contribution of time by volunteers. The fair value of donated services cannot be reasonably determined and are therefore not reflected in these financial statements.

#### Cash

Cash includes cash on hand and deposits held in the bank.

#### Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Computer equipment	30%	declining balance method
Office equipment	20%	declining balance method
Leasehold improvements	term of lease	straight-line method

The Society regularly reviews its tangible capital assets to eliminate obsolete items.

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# EDMONTON HERITAGE COUNCIL SOCIETY

## Notes to Financial Statements

For the Year Ended December 31, 2017

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Financial instruments

##### *Measurement of financial instruments*

The Society initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instruments.

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

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

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, and long-term debt.

The Society has no financial assets measured at fair value.

##### *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 net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is not 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 net income.

##### *Transaction costs*

The Society recognizes its transaction costs in net income in the period incurred. However, the carrying amount of the financial instruments that will not be subsequently measured at fair value is reflected in the transaction costs that are directly attributable to their organization, issuance or assumption.

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

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### 2. ACCOUNTS RECEIVABLE

	2017	2016
Grant receivable	\$ 25,100	\$ -
Goods and Services Tax recoverable	1,853	2,149
	<u>\$ 26,953</u>	<u>\$ 2,149</u>

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**EDMONTON HERITAGE COUNCIL SOCIETY**

**Notes to Financial Statements**

**For the Year Ended December 31, 2017**

**3. ADVANCE TO GENERAL FUND**

The advance from the Program Fund to the General Fund bears no interest and has no specific terms of repayment.

**4. TANGIBLE CAPITAL ASSETS**

	Cost	Accumulated amortization	2017 Net book value	2016 Net book value
Computer equipment	\$ 26,988	\$ 17,039	\$ 9,949	\$ 11,912
Office equipment	46,715	24,877	21,838	27,298
Leasehold improvements	189,632	59,462	130,170	149,133
	<u>\$ 263,335</u>	<u>\$ 101,378</u>	<u>\$ 161,957</u>	<u>\$ 188,343</u>

**5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	2017	2016
Government remittances	\$ 4,776	\$ -
Trade payable	3,971	6,424
Vacation payable	1,244	3,939
	<u>\$ 9,991</u>	<u>\$ 10,363</u>

**6. LONG TERM DEBT**

	2017	2016
Alberta Social Enterprise Venture Fund loan bearing interest at 5% per annum calculated semi-annually, repayable in monthly blended payments of \$2,245. The loan matures on February 15, 2025 and is secured by the Society's leasehold interest in the Prince of Wales Armouries Heritage Centre.	\$ 160,401	\$ 178,817
Amounts payable within one year	(19,373)	(18,430)
	<u>\$ 141,028</u>	<u>\$ 160,387</u>

Principal repayment terms are approximately:

2018	\$ 19,373
2019	20,364
2020	21,406
2021	22,482
2022	23,632
Thereafter	53,144
	<u>\$ 160,401</u>

**EDMONTON HERITAGE COUNCIL SOCIETY**  
**Notes to Financial Statements**  
**For the Year Ended December 31, 2017**

**7. GRANTS**

	2017	2016
City of Edmonton	\$ 1,019,424	\$ 984,887
Edmonton Arts Council Society	111,000	-
Multicultural Health Brokers Cooperative	95,632	-
Vimy 100	49,875	-
Other organizations	40,482	-
	<b>\$ 1,316,413</b>	<b>\$ 984,887</b>

**8. INTERFUND TRANSFER**

The Society's management carried out the following interfund transfer during the year:

- Transfer from the General Fund to the Tangible Capital Asset Fund for repayment of long-term debt, the payment of interest on long-term debt and the purchase of computer equipment: \$28,833 (\$23,680 in 2016 for the repayment of long-term debt and the payment of interest on long-term debt).

**9. ECONOMIC DEPENDENCE**

The Society ongoing operations are dependent upon receiving continuing funding from the City of Edmonton. The current service agreement expires December 31, 2018. The City of Edmonton may cancel the funding agreement with 60 days notice.

**10. TRANSACTIONS WITH THE CITY OF EDMONTON**

The City of Edmonton provides office space to the Society at no charge. The City of Edmonton charges the Society operating and maintenance costs for use of the space. In 2017 the Society paid the City \$15,850 for use of the office space.

**11. FINANCIAL INSTRUMENTS**

The Society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Society's risk exposure and concentration as of December 31, 2017.

**(a) Credit risk**

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Society is exposed to credit risk from grant funders. The Society assesses, on a continuous basis, amounts receivable on the basis of amounts for which ultimate collection is reasonably assured based on their estimated realizable value.

*(continues)*

**EDMONTON HERITAGE COUNCIL SOCIETY**

**Notes to Financial Statements**

**For the Year Ended December 31, 2017**

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**11. FINANCIAL INSTRUMENTS *(continued)***

***(b) 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 long-term debt. The Society ensures a sufficient cash balance to meet its current obligations through an annual budgeting process.

***(c) Interest rate risk***

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Society manages exposure through its normal operating and financing activities. The Society is exposed to interest rate risk primarily through its long term-debt.

Unless otherwise noted, it is management's opinion that the Society is not exposed to significant market, currency or other price risks arising from these financial instruments.

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**12. COMPARATIVE FIGURES**

Certain comparative figures have been reclassified to conform to current year presentation.

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**EDMONTON HERITAGE COUNCIL SOCIETY**

**Schedule of Programs**

**Year Ended December 31, 2017**

**(Schedule 1)**

	Heritage Community Investment Program (HCIP)	Canada 150 Program	Museum Strategy	Vimy 100	Other	2017
<b>REVENUES</b>						
Grants	\$ 627,400	\$ 95,632	\$ 62,882	\$ 49,875	\$ 35,100	\$ 870,889
<b>EXPENSES</b>						
Transfer to other organizations	611,945	-	-	-	10,000	621,945
Salaries and wages	-	37,765	36,890	-	9,214	83,869
Professional fees	675	40,000	-	-	15,138	55,813
Advertising and promotion	-	738	7,000	35,717	507	43,962
Honorariums	-	15,000	-	8,685	1,600	25,285
Meetings and conventions	-	1,115	2,882	991	81	5,069
Office	-	1,014	29	2,383	54	3,480
Events	-	-	-	1,992	32	2,024
Interest and bank charges	-	-	-	107	-	107
	612,620	95,632	46,801	49,875	36,626	841,554
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	\$ 14,780	\$ -	\$ 16,081	\$ -	\$ (1,526)	\$ 29,335

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

# Edmonton Heritage Council PROXY VOTE FORM

(for individual or organizational members who will not be present at the AGM)



\*Check and complete only one of the following, as appropriate:

## 1. INDIVIDUAL MEMBER PROXY

As a member in good standing of the Edmonton Heritage Council, I appoint:

- Martin Kennedy, Treasurer, Edmonton Heritage Council; or,
- \_\_\_\_\_, an EHC Member in good standing,

to vote on my behalf at the Annual General Meeting of the Council, to be held on May 30th, 2018 and at any adjournment of that meeting.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_(mm/dd/yyyy)

## 2. ORGANIZATIONAL MEMBER PROXY

As an organizational member in good standing of the Edmonton Heritage Council, I appoint:

- Martin Kennedy, Treasurer, Edmonton Heritage Council; or,
- \_\_\_\_\_, an EHC Member in good standing,

to vote on my Organization's behalf at the Annual General Meeting of the Council, to be held on May 30th, 2018 and at any adjournment of that meeting.

Name of member organization: \_\_\_\_\_

Name of authorized officer of member organization: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_(mm/dd/yyyy)

## FIRST TERM DIRECTORS

### **Emma Banfield**

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Emma was born in Edmonton and moved back to the city a few years ago. She is delighted to discover such a vibrant and community-oriented city. Emma recently completed a degree in law, and holds a doctorate in music. Prior to starting law, she performed and taught as a violinist across Canada and the United States.

Emma is active in her community and has been engaged in such initiatives as starting a free community chamber music series, coaching soccer, volunteering on community boards, and bringing speakers to Edmonton to present on broad topics of social engagement. She regularly devotes her time to projects that support Indigenous persons, women, children, members of the LGBTQ+ community, and low-income individuals. She lives in Old Strathcona, where her two young sons keep her outside as much as possible. In her spare time, she loves to walk, read, and garden.

### **Megan Highet**

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A cultural anthropologist by training, Megan is passionate about connecting Edmontonians with their community's history and advocating for heritage preservation. She holds a doctoral degree in Anthropology from the University of Alberta, with a specialization in community studies focused on early settlements in Northwestern Canada. Megan has previously taught at the University of Alberta and MacEwan University.

She is currently the Qualitative Research Management Lead for the *CANHelp* Working Group and an Embedded Health System and Policy Researcher within Alberta Health. Megan collaborates with Indigenous communities, researchers, policymakers, and other professionals to lead research projects aimed at informing health policy decisions.

Before retiring from the sport, Megan served two terms as Director of Public Relations for E-Ville Roller Derby League, where she built strong ties with many charity and non-profit organizations in the city. In her spare time, Megan is a board game enthusiast and a stained-glass hobbyist.

### **Henry Maisonneuve**

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Henry is an 11<sup>th</sup> generation Canadian and a 2<sup>nd</sup> generation Edmontonian. Employed in the Building Design Consulting Industry for 25 years, his professional passion for delivering built

environments, lead to a personal passion, in the stories of the people, who occupied those environments. The stories of buildings/landscapes and the people of the time, and how this created the meaningful Places, of today. Great Places are where Community and Heritage, thrive.

Henry volunteered with the Old Strathcona Foundation, for 18 years. He liaised with National, Provincial and Municipal agents, advocating Historic Preservation and Heritage Celebration, in Edmonton.

He recently completed two terms, as Alberta's representative on the Board of Governors, of the National Trust for Canada, where he led a Strategic Issues Committee, through new subsidiary agreements with a provincial organization and an organization re-branding from the *Heritage Canada Foundation*, to the National Trust for Canada.

## **Christina Williamson**

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Christina Williamson is an emerging public historian and Doctoral Candidate at Carleton University in Ottawa. As a settler who grew up in beautiful Treaty 6 territory, she develops collaborative and innovative approaches for telling stories that challenge mainstream narratives about Canada and the peoples that live here.

research focuses on Inuit women's labour history in the twentieth century and through that work, does oral histories in Nunavut and studies historic Inuit parkas and beadwork in museums across Canada and the United Kingdom.

Christina has worked on many exciting projects that link the University to the Community through documentaries, public art, museum and art exhibitions as well as more traditional publications. She founded the University of Alberta undergraduate history and classics journal *Constellations*, and has worked as an interpreter and curator in several Ottawa and Edmonton-area museums. Christina is currently editing a book on decolonizing national archives.

## **SECOND TERM DIRECTORS**

### **Alex Abboud**

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Alex Abboud operates Abboud Strategies, a consulting firm that works at the intersection of public policy, communications, and strategy. With a focus on the nonprofit and public sectors, Alex works with clients to advance their goals, and to develop new programs and strategies. Previously, Alex spent more than 10 years in leadership roles in the non-profit sector and government, serving as Director, Communications & Fund Development for Homeward Trust Edmonton, a key political staff person at City Hall in Edmonton, and as Executive Director of Students Nova Scotia.

In addition to his service with the Edmonton Heritage Council, he currently serves on the board of the Canadian Parks and Wilderness Society. In his spare time, he writes, is a marathon runner, and a hobby photographer.

## **Beth Sanders**

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Beth Sanders is fourth-generation settler in Treaty 6 territory. She is a writer, urbanist, and consulting city planner based in Edmonton and works and volunteers with citizens, community organizations, public institutions and the business community who strive to improve the city we make for ourselves. The better we serve our city, the better our city serves us in return.

Beth is President of POPULUS Community Planning Inc. She has a Bachelor of Arts from the University of Ottawa (Canadian Studies) and a Master of City Planning from the University of Manitoba. She is a Registered Professional Planner (RRP) in Alberta, past president of the Alberta Professional Planners Institute and past director of the Canadian Institute of Planners. Beth works at all scales of the city – family, block, neighbourhood, city and the emerging planet of cities. She is the winner of the 2013 International Integral City Meshworker of the Year award.

## **CONTINUING DIRECTORS 2018**

### **Angelina Bakshi**

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Angelina is a director at consulting firm Veridant and currently serves on the board of the Alberta Diabetes Foundation, the Cabinet of the United Way Capital Region and the College and Association of Respiratory Therapists of Alberta. Some of her previous board roles include Women Building Futures and CreatiVenture Collective in Toronto. As a consultant, she has a focus on strategic development, organizational restructuring and operational improvements, and works with a spectrum of companies spanning the oil and gas, construction and not-for-profit sectors.

In the realm of culture, Angelina began as a classical East Indian dancer, before going on to train in classical ballet throughout her formative years. She then applied her dance garnered discipline and focus to become a professional civil engineer and eventually an MBA at the University of Alberta. She has certifications in Risk Management (CRM), Leadership in Energy and Environmental design (LEED), Corporate Social Responsibility (CSR-P) and is a Fellow in Board Governance.

### **Wendy Birch**

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Wendy is a Manager of Agency Governance with Alberta Advanced Education. She has held several roles with the Government of Alberta that have given her an extensive and varied background in issues management, policy analysis, program creation, and the development of strategic policy.

A born and bred Edmontonian and a second-generation Canadian of Ukrainian descent, Wendy has an extensive background of community volunteer work, including serving as Chair of Habitat for Humanity's Family Support Committee. She has a Master of Science in Psychiatry from the University of Alberta.

## **Gregory Bounds**

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Greg is a professional accountant (CPA, CMA) with a Bachelor of Commerce degree from the University of Alberta. He has held senior finance and administration positions in non-profit and government agencies and with the provincial government. Throughout his career and volunteer commitments he has reported to and served on public Boards, providing him with a solid understanding of Board governance and a commitment to accountability and transparency.

His published works include a history of St. Francis Xavier High School, a walking tour of St Albert's Mission Hill and cemetery and several essays contributed to the Edmonton Journal. He was a major contributor to a significant book published by the Edmonton Catholic School District about the women and men who taught in Edmonton's Catholic schools.

## **Candas Jane Dorsey**

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Born in Edmonton, Candas Jane Dorsey is an internationally-known writer and editor. She is a full-time professional editor and writer of prize-winning novels and short story collections, as well as poetry, reviews, critical essays and reports. For ten years, she was publisher and editor of the monthly arts newspaper The Edmonton Bullet and for fourteen years editor and publisher of the Edmonton-based literary press The Books Collective. For 35 years she has worked as a freelance writer, editor, writing teacher, and communications consultant.

She is an active arts and community advocate through arts organizations, community leagues, Boyle Renaissance Advisory Committee and the Edmonton Police Service Liaison Committee.

## **Robert Hobson**

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Robert is a professional planner with over 40 years of experience in setting public policy, heritage conservation and environmental land use planning. He has been active in local government, serving as a City Councillor for the City of Kelowna from 1988-2014 and Chair of the Central Okanagan Regional District from 1993-2014, among other positions. In 2015, Robert moved to Edmonton and in 2016 he was appointed to the City of Edmonton Subdivision and Development Appeal Board. He has also been active with the Edmonton Heritage Council.

Robert was awarded the Queens Jubilee Medal for his leadership on municipal, regional and provincial issues. He has focused on reconciling interested between local and regional governments and between municipalities and First Nations.

## **Martin Kennedy**

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Martin is a communications professional, heritage advocate, and community volunteer. He is a past Chair of the Edmonton Historical Board, and a volunteer and board member with Preserve Garneau since 2001. Martin is Director of Public and Government Affairs at EPCOR, and recently served currently Vice President External Affairs at Capital Power, and a Senior Official in the Alberta Public Service.

He is a Fellow of the Royal Canadian Geographical Society, board member for the Sled Island music festival, and past member of the Premier's Council on Culture. You can find him on Twitter and Instagram @mkyeg.

## **Jeanne Lehman**

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An active community leader, Jeanne is the founder and former President of the Francophonie Albertaine Plurielle (FRAP), working within Alberta's Francophone communities. She also founded My Voice Counts, an organization for civic engagement of new immigrants. She worked with and served on boards of directors (The Africa Centre, ECALA), as well as with external entities in the public and private sectors in order to maintain effective governance.

Jeanne has a Bachelor of Business Law from the University of Paris X and Master Degree in International Relations from the Sorbonne, Paris; and a Graduate Diploma in Management from HEC Business School, Montreal. She has recently worked in project management with Diversity Group and the Africa Center and currently works with Immigration, Refugees and Citizenship Canada (Government of Canada).

### **Mack Male**

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Mack is a passionate Edmontonian and well-known local blogger, writing about urban affairs in Edmonton at [mastermaq.ca](http://mastermaq.ca). He's also co-founder of Taproot Edmonton, a member-funded home for local journalism. Mack helped start the popular What the Truck?! series of food truck events, and has helped to organize dozens of other local events including Eat Alberta, ChangeCamp Edmonton, and the Edmonton New Media Awards (Yeggies). He is an active community participant, and currently serves on the Edmonton Food Council, Downtown Vibrancy Task Force, and numerous other boards and committees in Edmonton.

### **Arundeeep Singh Sandhu**

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Arundeeep was born and raised in Mill Woods, Edmonton, and has a Bachelor of Commerce in management accounting from the MacEwan School of Business. He operates a transportation and construction business, and has worked on projects across Northern and Central Alberta, and in the Edmonton area.

Over the past fifteen years, he has worked with the Sikh Heritage Society of Edmonton, the Sikh Students' Society at the University of Alberta, and many other heritage organizations in the Edmonton area. He served as a Vice President of a legacy predecessor of the United Conservative Party from 2011 to 2015. He also served as a special advisor in the Government of Alberta and brings a history of helping community groups work with government to raise and address issues important to them.

### **Sally Scott**

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Born and raised in Edmonton, Sally falls increasingly more in love with this city, enhanced through her work in heritage over the past ten years. She holds two Bachelors of Arts degrees from the University of Alberta; one of these with a specialization in Western Canadian history, focusing on women's history since the 19th century and the fur trade in the West.

Sally has been deeply involved in public interpretation, cutting her teeth at Fort Edmonton Park as well as the University of Alberta Museums and the Royal Alberta Museum. For the past two years, Sally has contributed articles for the Edmonton City as Museum Project, covering topics from Edmonton's downtown farmers' market to the first women's organization at the University of Alberta.