

## REGISTERED CANADIAN AMATEUR ATHLETIC ASSOCIATION INFORMATION

## RETURN

000027

COACHING ASSOCIATION OF CANADA-ASSOCIATION CANADIENNE DES ENTRAINEURS  
201 - 1155 LOLA ST  
OTTAWA ON K1K 4C1

NCR MAILROOM

# 112

SALLE DU COURRIER

RCN

NCR MAILROOM

# 112

SALLE DU COURRIER  
RCN

15 12172 5832 RR 0001 2018-03-31 0495713

Return for Fiscal Period Ending  
20180331

Year

Month

Day

Is this the first return filed by this association?

Yes

No

If "No", has the fiscal period changed from the last return filed?

Yes

No

Is this the final return to be filed by this association?

Yes

No

If "Yes", please attach an explanation.

If the name or address shown above is incorrect or a more permanent address can be provided, print the necessary corrections below:

Corrected name

2451 Riverside Drive

Corrected address (Number, Street, Apt. No., P.O. Box or R.R. No.)

Ottawa

City

ON

Province or territory

Postal code

K1H 7X17

## NOTE:

To minimize the possibility of the annual mailing of the personalized Registered Canadian Amateur Athletic Association Information Return going astray, it is important that, where possible, a permanent mailing address be provided (i.e., address of the actual, physical location of the association or permanent P.O. Box number).

## Instructions

Ensure that the name and address are correct. To correct pre-printed information on this form, please use the provided. Any changes (except to the contact information above) must be explained in an attachment to this return.

Complete the boxes (above right) to indicate the end of the association's fiscal period.

- 1 FINANCIAL STATEMENTS for the fiscal period covered by this return. These should include a statement of revenue and expenditures for the fiscal period and a statement of assets and liabilities as of the end of the fiscal period. The statements should indicate the different sources of revenue in sufficient detail to show how funds were spent or invested.
- 2 a list of the names, addresses, and occupations or lines of business of the association's current members.
- 3 a list of the names and the official positions of the people who are authorized to issue official documents for the association.
- 4 a note that fully explains what replacement procedure is followed in the event of lost or spoiled receipts.
- 5 six months from the end of the fiscal period of the association, mail or deliver a completed return with required documents to:

Charities Directorate  
Canada Revenue Agency  
Ottawa ON K1A 0L5

**Information Required**

1. Have any changes not previously reported been made to the association's governing documents? If yes, please attach a certified copy of the changes. Yes  No
2. Have complete books and records been kept (including duplicate copies of receipts) which fully substantiate all financial transactions during the fiscal period? If no, please attach an explanation. Yes  No
3. Please indicate the total amount for which the association issued official donation receipts in this fiscal period. \$ 18
4. Are the receipt forms used to acknowledge payments that are NOT gifts clearly distinguishable from official donation receipts which bear the BN/Registration number? If no, please attach an explanation. Yes  No
5. Did the association issue official donation receipts showing a date in the previous calendar year for donations that were mailed or otherwise submitted after the end of the calendar year? If yes, please attach an explanation. Yes  No
6. Have official donation receipts been issued to acknowledge donations in a form other than cash or cheque - e.g., goods, services rendered, etc.? If yes, please attach a list of these gifts and their value as shown on the official donation receipt. Yes  No
7. Has any amount donated to the association been returned to the donor during the year? If yes, please attach an explanation. Yes  No
8. a. During the fiscal period, did the association accept any gifts with the express or implied condition that such gifts were to be used for the benefit of another person, club, society or association? If yes, please attach an explanation. Yes  No
8. b. Did the association issue an official donation receipt to acknowledge such a gift? Yes  No

**Certification**

To be signed by two directors of the association

1. I, MARK DONNISON of [REDACTED]  
Name of director whose signature appears below. (Print)2. I, NATACET RIMSCHIEDT of [REDACTED]  
Name of director whose signature appears below. (Print)

Address [REDACTED]

HEREBY CERTIFY that the information given in this return and in all attachments is, to the best of my knowledge, correct, complete and current. (Note: It is a serious offense under the *Income Tax Act* to provide false or deceptive information.)

1. Signature of director [REDACTED]	Position with the association COO	
Home telephone number [REDACTED]	Business telephone number [REDACTED]	Date [REDACTED]
2. Signature of director [REDACTED]	Position with the association DIRECTOR, MARKETING: [REDACTED]	
Home telephone number [REDACTED]	Business telephone number [REDACTED]	Date [REDACTED]



Association  
canadienne des  
entraîneurs  
1155, rue Lola, bureau 201  
Ottawa (Ontario)  
K1K 4C1

Coaching  
Association  
of Canada  
1155 Lola St., Suite 201  
Ottawa, ON  
K1K 4C1

613.235.5000 613.235.5000  
Télécopieur: 613.235.9500 Fax: 613.235.9500

Charities Directorate  
Canada Revenue Agency  
320 Queen Street, 10 floors  
Ottawa, ON, K1A 0L5

Re: BN: 121725832RR0001

This letter is to inform you that the Coaching Association of Canada has the following Authorized Directors:

- Lorraine Lafreniere
- Mark Donnison
- Natalie Rumscheidt
- David Allard

C.E.O  
C.O.O  
Director, Marketing & Communications  
Director, Information Technology

# COACHING ASSOCIATION OF CANADA

FINANCIAL STATEMENTS  
MARCH 31, 2018



## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors,  
Coaching Association of Canada:

We have audited the accompanying financial statements of Coaching Association of Canada, which comprise the statement of financial position as at March 31, 2018, and the statements of changes in net assets, revenue and expenditure 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.

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Coaching Association of Canada as at March 31, 2018, 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.

Ottawa, Ontario

Licensed Public Accountants

# COACHING ASSOCIATION OF CANADA

(Incorporated under the laws of Canada)

## STATEMENT OF FINANCIAL POSITION

As at March 31, 2018

	2018	2017
<b>ASSETS</b>		
Current assets:		
Cash	\$ 1,519,483	\$ 1,460,986
Accounts receivable	208,937	83,803
Government sales taxes receivable	21,210	30,094
Prepaid expenses	90,279	52,377
	<hr/> 1,839,909	<hr/> 1,627,260
Marketable Securities (note 3)	680,188	673,630
Capital assets - (note 2)	<hr/> 29,905	<hr/> 37,342
	<hr/> <b>\$ 2,550,002</b>	<hr/> <b>\$ 2,338,232</b>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities:		
Accounts payable	\$ 715,477	\$ 915,482
Deferred revenue (note 5)	<hr/> 216,427	<hr/> 202,236
	<hr/> 931,904	<hr/> 1,117,718
Net assets:		
Net assets invested in capital assets	29,905	37,342
Net assets held for future development - internally restricted	500,000	500,000
Unrestricted net assets	<hr/> 1,088,193	<hr/> 683,172
	<hr/> 1,618,098	<hr/> 1,220,514
	<hr/> <b>\$ 2,550,002</b>	<hr/> <b>\$ 2,338,232</b>

On behalf of the Board:

Director

Director

# COACHING ASSOCIATION OF CANADA

## STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2018

	2018	2017
<b>NET ASSETS INVESTED IN CAPITAL ASSETS</b>		
Balance, beginning of year	\$ 37,342	\$ 46,080
Purchase of capital assets (net)	7,384	10,242
Amortization	(14,821)	(18,980)
Balance, end of year	<u>\$ 29,905</u>	<u>\$ 37,342</u>
<b>NET ASSETS HELD FOR FUTURE DEVELOPMENT</b>		
Balance, beginning and end of year	<u>\$ 500,000</u>	<u>\$ 500,000</u>
<b>UNRESTRICTED NET ASSETS</b>		
Balance, beginning of year	\$ 683,172	\$ 463,860
Net revenue for the year	397,584	210,574
Investment in capital assets	7,437	8,738
Balance, end of year	<u>\$ 1,088,193</u>	<u>\$ 683,172</u>

# COACHING ASSOCIATION OF CANADA

## STATEMENT OF REVENUE AND EXPENDITURE

For the year ended March 31, 2018

	2018	2017
<b>REVENUE</b>		
Sport Canada	\$ 4,210,250	\$ 4,210,250
Sponsors (note 6)	462,308	432,548
Partners fees and sales	979,381	938,626
Registration fees	124,064	152,606
International projects	100,000	64,350
Other	143,398	83,717
	<hr/> 6,019,401	<hr/> 5,882,097
<b>EXPENDITURE</b>		
Educational and partnerships	2,840,121	2,931,428
Marketing and communication	1,036,018	1,069,500
Administration	600,304	665,321
International programs	66,234	54,113
Information technology	858,517	765,444
Professional coaching	220,623	185,717
	<hr/> 5,621,817	<hr/> 5,671,523
Net revenue for the year	<hr/> \$ 397,584	<hr/> \$ 210,574

# COACHING ASSOCIATION OF CANADA

## STATEMENT OF CASH FLOWS

For the year ended March 31, 2018

	2018	2017
<b>CASH PROVIDED BY (USED FOR)</b>		
<b>Operating activities</b>		
Net revenue for the year	\$ 397,584	\$ 210,574
Items not requiring cash:		
-amortization	14,821	18,980
-loss on disposal of capital assets	13,766	-
-loss (gain) on investments	3,074	(27,132)
	<hr/> 429,245	<hr/> 202,422
<b>Changes in non-cash working capital items</b>		
Accounts receivable	(125,134)	366,494
Government sales tax receivable	8,884	659
Prepaid expenses	(37,902)	(32,858)
Accounts payable	(200,005)	327,428
Deferred revenue	14,191	19,732
	<hr/> 89,279	<hr/> 883,877
<b>Investing activities</b>		
Purchase of marketable securities	(9,632)	(12,928)
Purchase of capital assets - net of disposals	<hr/> (21,150)	<hr/> (10,242)
	<hr/> (30,782)	<hr/> (23,170)
<b>Increase in cash</b>	58,497	860,707
<b>Cash - beginning of year</b>	1,460,986	600,279
<b>Cash - end of year</b>	<hr/> \$ 1,519,483	<hr/> \$ 1,460,986

# COACHING ASSOCIATION OF CANADA

## NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2018

### ORGANIZATION

Coaching Association of Canada (the "Association") is a non-profit Registered Canadian Amateur Athletic Association formed in 1971 and as such is exempt from income tax. While registered, the Association may issue tax deductible receipts to donors. Its mission is to enhance the experience of all Canadian athletes through quality coaching. The Association is dependent upon Sport Canada for the majority of its funding requirements.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

#### a) Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expense is incurred. Unrestricted contributions are recognized as revenue when they are received or can be reasonably estimated and collection is reasonably assured. Membership fees are recognized using the deferral method. Partner fees and sales, registration fees and sponsorship revenue is recognized as revenue during the period to which it relates.

#### b) Financial instruments

Investments in equity instruments quoted in an active market are initially recognized at fair value and are subsequently measured at the year-end fair value. Other financial instruments are initially recognized at fair value and are subsequently measured at cost, amortized cost or cost less appropriate allowances for impairment.

#### c) Capital assets

Purchases of furniture and equipment are recorded at cost and amortization is calculated on the declining balance basis. The amortization rate for office furniture is 20% and the rate for other equipment is 45%. Leasehold improvements are recorded at cost and amortized on a straight line basis over the remaining lease term. Computer software is expensed in the year it is purchased.

#### d) Use of estimates

The preparation of these financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. These estimates are reviewed annually and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

## COACHING ASSOCIATION OF CANADA

### NOTES TO FINANCIAL STATEMENTS MARCH 31, 2018

#### 2. CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Book Value 2018	Net Book Value 2017
Office furniture	\$ 6,947	\$ 5,480	\$ 1,467	\$ 4,166
Computer equipment	54,293	25,855	28,438	29,409
Leasehold improvements	-	-	-	3,767
	<b>\$ 61,240</b>	<b>\$ 31,335</b>	<b>\$ 29,905</b>	<b>\$ 37,342</b>

#### 3. MARKETABLE SECURITIES

Marketable securities consist of equity and fixed income mutual funds and are recorded at fair value.

	2018	2017
Monthly Income Portfolio	\$ 515,585	\$ 513,860
Income Balanced Portfolio	164,603	159,770
	<b>\$ 680,188</b>	<b>\$ 673,630</b>

#### 4. FINANCIAL INSTRUMENTS

The Association's financial instruments consist of cash, marketable securities, accounts receivable and accounts payable. The Association is exposed to various financial risks through transactions in financial instruments.

Credit risk is the risk that one party to a financial asset will cause a financial loss for the Corporation by failing to discharge an obligation. The Association's credit risk is mainly related to accounts receivable.

Market risk is the risk 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 risk and other price risk. The Association is exposed mainly to interest rate and other price risk.

## COACHING ASSOCIATION OF CANADA

### NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2018

#### 4. FINANCIAL INSTRUMENTS (continued)

Interest rate risk is the risk the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association's interest rate risk is mainly related to its investments.

Other price risk is the risk the fair value or future cash flows of a financial instrument will fluctuate because of changes in market price (other than those arising from currency risk or interest rate risk) whether these 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 Association's other price risk is mainly related to its investments.

#### 5. DEFERRED REVENUE

Deferred revenue consists of membership fees of \$50,740 (2017 - \$39,363) that relate to the next fiscal year and sponsorships and contributions of \$153,186 (2017 - \$162,873) that are related to future activities.

	2018	2017
Balance, beginning of year	\$ 202,236	\$ 182,504
Less: amount recognized as revenue in the year	(202,236)	(182,504)
Plus: amount received related to the following year	203,927	202,236
<u>Balance, end of year</u>	<u>\$ 203,927</u>	<u>\$ 202,236</u>

#### 6. SPONSORS

Sponsors for the fiscal year include: [REDACTED]

#### 7. COMMITMENTS

The Association has entered into a long-term lease for office space, furniture, IT infrastructure and fit-up with [REDACTED]. The lease commenced October 1, 2017 and extends to September 30, 2022. The gross annual rental cost approximates \$133,000.

## COACHING ASSOCIATION OF CANADA

### NOTES TO FINANCIAL STATEMENTS MARCH 31, 2018

#### 8. ALLOCATION OF EXPENSES

The Association allocates the cost of premises and other general overhead to various divisions as follows:

	2018		2017	
Educational and partnerships	\$70,354	43%	\$87,388	37%
Marketing and communications	29,172	15%	30,484	16%
Information Technology	44,615	24%	48,774	24%
Professional coaching	5,148	3%	6,097	6%

## Coaching Association of Canada

### Board of Directors as of April 9<sup>th</sup> 2019

#### **Paul Carson**

*Chair*

Vice-President, Hockey Development, Hockey Canada; Co-chair – Hockey Development committee, International Ice Hockey Federation

#### **Gail Donohue**

*Vice-Chair and High Performance Coach Member*

Professional Sport Consultant Mentor

#### **Vacant**

*Federal Government Representative National Coach*

Curling Canada Provincial High Performance Coach for the Alberta Curling Federation

#### **Janice Dawson**

*National Sport Organization Member*

Director of Sport Development –Speed Skating Canada, [REDACTED]

#### **Sherry Robertson**

*National Sport Organization Member*

Sports Medicine, Nutritional Biochemistry, Nutrition and Dietetics

#### **Manon Landry Ouellette**

*Provincial/Territorial Coaching and Sport Leadership Council Representative*

Executive Director, Coach New Brunswick; Coach, Capital City Skating Club

#### **Greg Perreaux**

*Provincial/Territorial Coaching and Sport Leadership Council Representative*

Executive Director, Coaches Association of Saskatchewan

#### **Bill Greenlaw**

*Provincial/Territorial Government Representative*

Executive Director Communities, Sport and Recreation – Nova Scotia Department of Health and Wellness

**Eric Sinker**

*Provincial/Territorial Coaching and Sport Leadership Council Representative Coaching and Leadership*

Sport and Recreation Consultant - Ministry of Tourism, Culture and Sport - Sport & Recreation Unit

**Elise Marcotte**

*Athlete Member*

**Monica Lockie**

*National Sport Organization Member*

National Performance Centre Director, Skate Canada

**Sarah Junkin**

*Community Coach Member*

Program Coordinator for Saskatchewan Athletics

**Kerry Mummery**

*Canadian Council of University Physical Education and Kinesiology Administrators (CCUPEKA)*

University of Alberta; Board

Member, Swimming Canada

**Daniel Domitrovic**

*Member-at-Large*

Hockey

**Ranil Sonnadara**

*Member-at-Large*

McMaster University;

CAC Signing Officer

Date

CAC Signing Officer

Date