

Ottawa Riverkeeper Inc.
Financial Statements
For the year ended March 31, 2018

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Independent Auditor's Report

To the members of
Ottawa Riverkeeper Inc.

We have audited the accompanying financial statements of Ottawa Riverkeeper Inc., which comprise the statement of financial position as at March 31, 2018, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.



Basis for Qualified Opinion

In common with many not-for-profit organizations, Ottawa Riverkeeper Inc. derives revenue from donations and cash receipts, 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 organization. Therefore, we were not able to determine whether any adjustments might be necessary to these revenues, excess (deficiency) of revenues over expenses and cash flows from operations for the years ended March 31, 2018 and 2017, current assets as at March 31, 2018 and 2017, and net assets as at April 1, 2017 and 2016 and as at March 31, 2018 and 2017. Our audit opinion on the financial statements for the year ended March 31, 2017 was modified accordingly because of the possible effects of this limitation in scope.

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 Ottawa Riverkeeper Inc. 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.

BDO Canada LLP

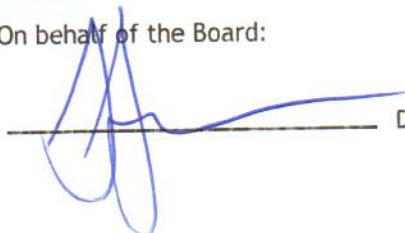
Chartered Professional Accountants, Licensed Public Accountants


Ottawa, Ontario
September 24, 2018

Ottawa Riverkeeper Inc. Statement of Financial Position

March 31	2018	2017
Assets		
Current		
Cash	\$ 236,249	\$ 132,318
Trade and other receivables	8,046	5,437
Prepaid expenses	8,944	8,818
	<u>253,239</u>	<u>146,573</u>
Tangible capital assets (Note 2)	<u>37,525</u>	<u>20,432</u>
	<u>\$ 290,764</u>	<u>\$ 167,005</u>
Liabilities and Net Assets		
Current		
Accounts payable and accrued liabilities (Note 3)	\$ 37,501	\$ 39,564
Deferred contributions	<u>174,768</u>	<u>110,110</u>
	212,269	149,674
Deferred contributions related to tangible capital assets (Note 5)	<u>6,893</u>	<u>9,000</u>
	219,162	158,674
Net Assets		
Invested in tangible capital assets	30,632	11,432
Unrestricted	<u>40,970</u>	<u>(3,101)</u>
	<u>71,602</u>	<u>8,331</u>
	<u>\$ 290,764</u>	<u>\$ 167,005</u>

On behalf of the Board:

 Director

 Director

Ottawa Riverkeeper Inc.
Statement of Changes in Net Assets

For the year ended March 31	2018	2017
Balance, beginning of the year	\$ 8,331	\$ 26,975
Excess (deficiency) of revenues over expenses	<u>63,271</u>	<u>(18,644)</u>
Balance, end of the year	<u>\$ 71,602</u>	<u>\$ 8,331</u>

The notes are an integral part of these financial statements.

Ottawa Riverkeeper Inc. Statement of Operations

For the year ended March 31

2018

2017

Revenues

Grants from foundations	\$ 412,418	\$ 306,400
Riverkeeper gala	237,438	215,211
Corporate donations	41,113	84,287
Individual donations	114,191	52,272
Government grants	143,850	48,532
Events	32,205	50,053
Amortization of deferred contributions related to tangible capital assets (Note 5)	2,107	3,432
Other	20,737	12,004
	<u>1,004,059</u>	<u>772,191</u>

Expenses

Amortization of tangible capital assets	7,815	7,405
Bank charges	7,099	5,520
Communications	4,583	5,617
Conference and membership fees	2,069	1,042
Education, outreach, gala and event costs	176,862	155,466
Equipment rental and lab fees	6,946	7,468
Insurance	8,979	2,357
Office	24,171	19,894
Professional fees	115,583	77,767
Rent	29,304	26,080
Salaries and benefits	548,202	473,817
Travel	9,175	8,402
	<u>940,788</u>	<u>790,835</u>

Excess (deficiency) of revenues over expenses	\$ 63,271	\$ (18,644)
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Ottawa Riverkeeper Inc. Statement of Cash Flows

For the year ended March 31

	2018	2017
Cash flows from operating activities		
Excess (deficiency) of revenues over expenses	\$ 63,271	\$ (18,644)
Items not affecting cash:		
Amortization of tangible capital assets	7,815	7,405
Amortization of deferred contributions related to tangible capital assets	(2,107)	(3,432)
	<u>68,979</u>	<u>(14,671)</u>
Changes in non-cash working capital:		
Trade and other receivables	(2,609)	1,371
Prepaid expenses	(126)	(8,505)
Accounts payable and accrued liabilities	(2,064)	19,735
Deferred contributions	<u>64,658</u>	<u>102,110</u>
	128,838	100,040
Cash flows from investing activities		
Acquisition of tangible capital assets	<u>(24,907)</u>	<u>(2,910)</u>
Net increase in cash	103,931	97,130
Cash, beginning of the year	<u>132,318</u>	<u>35,188</u>
Cash, end of the year	<u>\$ 236,249</u>	<u>\$ 132,318</u>

The notes are an integral part of these financial statements.

Ottawa Riverkeeper Inc. Notes to Financial Statements

March 31, 2018

1. Accounting Policies

Purpose of Organization

Ottawa Riverkeeper Inc. is a not-for-profit organization incorporated without share capital under the provisions of the Canada Not-for-profit Corporations Act.

The objectives of the organization are:

1) to achieve a healthy, ecologically sustainable Ottawa River available for the enjoyment and benefits of its Ontario, Quebec and First Nations communities;

2) to employ a professional Riverkeeper to facilitate the maintenance and enhancement of Ottawa River ecological integrity through monitoring, original research, public and agency communications and support for enforcement;

3) to work independently as well as co-operatively with individuals, businesses, community groups and all levels of government on both sides of the river;

4) to develop and maintain an expert understanding of:
a) the river's ecological values, processes and special features, and
b) the protective framework offered by various federal, provincial and municipal jurisdictions and rights of First Nations;

5) to facilitate the enforcement of existing ecological protection regulations;

6) to encourage, where appropriate, the creation of additional measures to sustain and enhance the ecological health of the river; and

7) to encourage and develop programs and projects that increase community awareness, stewardship and habitat restoration along the Ottawa River.

The organization is a registered charity under the Income Tax Act and, as such, is exempt from income taxes, and may issue income tax receipts to donors.

Basis of Accounting

The organization applies the Canadian accounting standards for not-for-profit organization.

Ottawa Riverkeeper Inc. Notes to Financial Statements

March 31, 2018

1. Accounting Policies (continued)

Use of Estimates	The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues and expenses for the year covered. The main estimate relates to the useful lives of tangible capital assets.
Fund Accounting	<p>The general fund accounts for current operations and programs as well as the organization's general operations. Unrestricted contributions (donations and grants) and restricted contributions to be used for operations are reported in this fund.</p> <p>The tangible capital assets fund reports the assets, liabilities, revenues and expenses related to tangible capital assets.</p>
Revenue Recognition	<p>The organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when they are received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.</p> <p>Riverkeeper gala and events revenues are recognized as revenue when the gala and events are held.</p>
Financial Instruments	<p><u>Initial and subsequent measurement</u></p> <p>The organization initially measures its financial assets and liabilities at fair value. The organization subsequently measures all its financial assets and financial liabilities at amortized cost.</p> <p><u>Impairment</u></p> <p>Financial assets measured at amortized cost are tested for impairment when there are indications of possible impairment.</p> <p><u>Transaction costs</u></p> <p>Transaction costs related to financial instruments subsequently measured at amortized cost are included in the original cost of the asset or liability and recognized in the statement of operations over the life of the instrument using the straight-line method.</p>

Ottawa Riverkeeper Inc. Notes to Financial Statements

March 31, 2018

1. Accounting Policies (continued)

Tangible Capital Assets	Tangible capital assets are accounted for at cost and amortized on the basis of their useful life using the following methods and rates or duration:												
	<table> <tr> <td>Equipment</td><td>30% diminishing balance basis</td></tr> <tr> <td>Furniture and office equipment</td><td>20% diminishing balance basis</td></tr> <tr> <td>Computer equipment</td><td>30% diminishing balance basis</td></tr> <tr> <td>Leasehold improvements</td><td>straight-line basis over lease term</td></tr> <tr> <td>Boat</td><td>20% diminishing balance basis</td></tr> <tr> <td>Website</td><td>20% diminishing balance basis</td></tr> </table>	Equipment	30% diminishing balance basis	Furniture and office equipment	20% diminishing balance basis	Computer equipment	30% diminishing balance basis	Leasehold improvements	straight-line basis over lease term	Boat	20% diminishing balance basis	Website	20% diminishing balance basis
Equipment	30% diminishing balance basis												
Furniture and office equipment	20% diminishing balance basis												
Computer equipment	30% diminishing balance basis												
Leasehold improvements	straight-line basis over lease term												
Boat	20% diminishing balance basis												
Website	20% diminishing balance basis												
Impairment of Long-Lived Assets	When a tangible capital asset no longer has any long-term service potential to the organization, the excess of its net carrying amount over any residual value is recognized as an expense in the statement of operations.												
Contributed Services	Volunteers contribute many hours per year to assist the organization in carrying out its activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.												
Deferred Contributions	Contributions relating to tangible capital assets are accounted for as deferred contributions and amortized on the same basis as the related tangible capital assets.												

2. Tangible Capital Assets

	2018		2017	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Equipment	\$ 6,124	\$ 5,361	\$ 6,124	\$ 5,034
Furniture and office equipment	1,995	1,330	1,475	1,229
Computer equipment	35,810	25,775	31,064	23,249
Leasehold improvements	19,018	1,981	16,047	16,047
Boat	15,773	8,936	15,773	7,227
Website	13,103	10,915	13,103	10,368
	<u>\$ 91,823</u>	<u>\$ 54,298</u>	<u>\$ 83,586</u>	<u>\$ 63,154</u>
Net carrying amount		<u>\$ 37,525</u>		<u>\$ 20,432</u>

Ottawa Riverkeeper Inc.
Notes to Financial Statements

March 31, 2018

3. Accounts Payable and Accrued Liabilities

Included in accounts payable and accrued liabilities are government remittances payable of \$13,865 (2017 - \$12,866).

4. Deferred Contributions

Deferred contributions represents funds received in the current year to cover operating expenses in the subsequent year. The variations in the balance of deferred contributions is as follows:

	2018	2017
Balance, beginning of year	\$ 110,110	\$ 8,000
Less: amounts recognized as revenue in the year	(110,110)	(8,000)
Plus: amounts received for the subsequent year	174,768	110,110
Balance, end of year	<u>\$ 174,768</u>	<u>\$ 110,110</u>

5. Deferred Contributions Related to Tangible Capital Assets

Deferred contributions related to tangible capital assets represents contributions received for tangible capital assets. The variations in the balance of deferred contributions is as follows:

	2018	2017
Balance, beginning of year	\$ 9,000	\$ 12,432
Less: amount amortized to operations	(2,107)	(3,432)
Balance, end of year	<u>\$ 6,893</u>	<u>\$ 9,000</u>

6. Contractual Obligation

The organization leases its premises under a lease expiring in October 2021. Future minimum lease payments total \$209,106 and include the following payments over the next four years:

2019	\$ 58,355
2020	\$ 58,355
2021	\$ 58,355
2022	\$ 34,041

Ottawa Riverkeeper Inc.
Notes to Financial Statements

March 31, 2018

7. External Endowment Fund

The organization established an endowment fund with the Community Foundation of Ottawa (the Foundation), known as the Ottawa Riverkeeper Fund/Fonds Garde-rivière des Outaouais. The agreement requires that the capital of the Fund and any additions to the fund shall be held permanently by the Foundation and managed in accordance with the financial management policies of the Foundation. The distributable amount will normally consist of the fund's income, but encroachment on capital is permitted should the Foundation determine that the income is insufficient.

Activity in the year is as follows:

	2018	2017
Balance, beginning of the year	\$ 16,218	\$ 10,129
Contributions in the year	1,000	5,000
Investment income - net of expenses	424	1,089
Balance, end of the year	<u>\$ 17,642</u>	<u>\$ 16,218</u>

A unique and compelling leadership opportunity to be the next Ottawa Riverkeeper!

Ottawa Riverkeeper is seeking a passionate, dedicated, knowledgeable, bilingual Riverkeeper with a proven track-record of strategic thinking and community building.

Since 2001, the Ottawa Riverkeeper has served as a champion and collective voice for the Ottawa River watershed, providing leadership and inspiration to protect, promote and improve its ecological health and future. Ottawa Riverkeeper is a proud member of the Waterkeeper Alliance, a global network of over 300 organizations working to protect swimmable, drinkable and fishable waters.

So what exactly is a Riverkeeper? A Riverkeeper is an inspiring leader who takes personal and full-time responsibility for the protection and restoration of their local waterways, and much more!

As our next Riverkeeper, you are a true team player and you love to collaborate. You have a solid scientific background and understanding of water issues. You are a good listener and a great communicator. Your charisma and passion for the goals of Ottawa Riverkeeper is contagious. You are a respected leader in the community.

As Riverkeeper you have a sincere interest in establishing responsible and accountable monitoring, assessment, enforcement, and long-term planning to protect the public interest of swimmable, drinkable, fishable waters. You will maintain knowledge of, and improve, our watershed's health and regulatory frameworks. You will do this by informing yourself, cultivating relationships with all the stakeholders in the region, including scientists, policy experts, community leaders, decision makers and the general public. You will write position papers and opinion pieces, and represent Ottawa Riverkeeper before regulatory agencies and on multi-stakeholder committees. You will monitor the watershed by documenting and reporting harmful activity, maintaining an on-the-river presence, and liaising with the appropriate environmental enforcement agencies. You will lead Ottawa Riverkeeper's work to assess watershed health, which begins by identifying and reaching multi-stakeholder support for watershed health indicators.

Your ability to build bridges, cultivate relationships, and connect with people and diverse communities will be critically important. As the Riverkeeper, you will serve as a voice for the Ottawa River watershed and ecosystem, and act as the primary spokesperson for the Riverkeeper organization, at events, presentations and with the media. You will drive the expansion of a strong and mobilized river constituency, networking and building relationships and coalitions with leaders from key organizations, businesses and government agencies throughout the watershed. Through this work, you will attract political support for the formation of an Ottawa River Watershed Council. You will also contribute significantly to the organization's

fundraising efforts, including a leadership role in organizing the acclaimed Riverkeeper Gala.

You will embrace your role as a leader within the worldwide community of Waterkeeper organizations, participating in and leading collaborative initiatives with counterparts such as Swim Drink Fish Canada and the Potomac Riverkeeper Network.

As the Riverkeeper, you will be work in close collaboration with the Executive Director and Ottawa Riverkeeper's strong and dedicated Board of Directors. Together, you will help drive strategic planning and program development and inspire the team towards a common vision.

Requirements

To be discussed with hiring committee

Process

To be discussed with hiring committee