

**Family Mediation Canada**  
**Financial Statements**  
*March 31, 2016*  
*(Unaudited)*

## Review Engagement Report

To the Members of Family Mediation Canada:

We have reviewed the statement of financial position of Family Mediation Canada as at March 31, 2016 and the statements of operations, changes in net assets, and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of inquiry, analytical procedures and discussion related to information supplied to us by the Organization.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

Waterloo, Ontario

October 28, 2016

*MNP LLP*

Chartered Professional Accountants

Licensed Public Accountants

**MNP**

# Family Mediation Canada Statement of Financial Position

As at March 31, 2016  
(Unaudited)

	2016	2015
<b>Assets</b>		
<b>Current</b>		
Cash	63,315	78,225
Marketable securities (Note 3)	5,043	5,000
Accounts receivable (Note 4)	2,972	1,671
Prepaid expenses	252	252
	<b>71,582</b>	85,148
<b>Capital assets (Note 5)</b>	<b>407</b>	560
	<b>71,989</b>	85,708
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals	5,099	4,843
Deferred revenue	43,964	44,504
	<b>49,063</b>	49,347
<b>Net Assets</b>	<b>22,926</b>	36,361
	<b>71,989</b>	85,708

Approved on behalf of the Board

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Director

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Director

The accompanying notes are an integral part of these financial statements

**Family Mediation Canada**  
**Statement of Operations**  
*For the year ended March 31, 2016*  
*(Unaudited)*

	2016	2015
<b>Revenue</b>		
Certification fees	18,092	19,844
Conference fees	17,990	12,983
Elder mediation certification fees	1,325	1,350
Interest income	43	-
Membership dues	55,984	58,509
Other	5,250	1,180
	<b>98,684</b>	<b>93,866</b>
<b>Expenses</b>		
Administrative staff costs	54,825	49,573
Amortization	153	219
Annual general meeting and Board retreat	4,283	-
Awards	2,226	-
Bad debts	5,575	7,150
Bank charges and interest	833	3,004
Certification	11,000	3,225
Conference	14,036	13,662
Education	2,693	-
Elder mediation certification	2,779	4,000
Insurance	1,400	1,512
Office	6,075	5,825
Professional fees	3,775	3,595
Public outreach	1,289	2,293
Telephone	1,177	1,292
	<b>112,119</b>	<b>95,350</b>
<b>Deficiency of revenue over expenses</b>	<b>(13,435)</b>	<b>(1,484)</b>

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

**Family Mediation Canada**  
**Statement of Changes in Net Assets**  
*For the year ended March 31, 2016*  
*(Unaudited)*

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	<b>2016</b>	<b>2015</b>
<b>Net assets, beginning of year</b>	<b>36,361</b>	37,845
<b>Deficiency of revenue over expenses</b>	<b>(13,435)</b>	(1,484)
<b>Net assets, end of year</b>	<b>22,926</b>	36,361

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

# Family Mediation Canada

## Statement of Cash Flows

For the year ended March 31, 2016

(Unaudited)

	2016	2015
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Deficiency of revenue over expenses	(13,435)	(1,484)
Amortization	153	219
	<b>(13,282)</b>	<b>(1,265)</b>
Changes in working capital accounts		
Accounts receivable	(1,301)	7,999
Accounts payable and accruals	256	(7,745)
Deferred revenue	(540)	217
	<b>(14,867)</b>	<b>(794)</b>
<b>Decrease in cash resources</b>	<b>(14,867)</b>	<b>(794)</b>
<b>Cash resources, beginning of year</b>	<b>83,225</b>	<b>84,019</b>
<b>Cash resources, end of year</b>	<b>68,358</b>	<b>83,225</b>
<b>Cash resources are composed of:</b>		
Cash	63,315	78,225
Marketable securities	5,043	5,000
	<b>68,358</b>	<b>83,225</b>

The accompanying notes are an integral part of these financial statements

# Family Mediation Canada

## Notes to the Financial Statements

For the year ended March 31, 2016  
(Unaudited)

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### 1. Incorporation and nature of the organization

Family Mediation Canada (the "Organization") was incorporated under the Canada Corporations Act as a not-for-profit organization and is a registered charity under the Income Tax Act, and as such is exempt from income taxes.

The Organization is a national not-for-profit organization, and its purpose is to promote mediation and other forms of non-adversarial resolution for family conflict.

### 2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada, which are part of Canadian generally accepted accounting principles, and include the following significant accounting policies:

#### **Revenue recognition**

Membership dues and certification fees received are recognized as revenue over the term of the membership or certification. Any amounts received in advance are set up as deferred revenue.

Revenue from all other sources is recognized when it is earned and the underlying service has been performed, the amount can be reasonably estimated, and collection is reasonably assured.

#### **Contributed services**

A number of people have contributed varying amounts of time to the activities of the Organization without compensation. These financial statements do not reflect the value of those contributed services since no reliable basis exists for determining an appropriate amount to be recorded.

#### **Financial instruments**

The Organization recognizes its financial instruments when it becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with CPA Canada Handbook Section 3840 *Related Party Transactions*.

At initial recognition, the Organization may irrevocably elect to subsequently measure any financial instrument at fair value. The Organization has not made such an election during the year.

The Organization subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. All other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the operating results for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

# Family Mediation Canada

## Notes to the Financial Statements

For the year ended March 31, 2016  
(Unaudited)

### 2. Significant accounting policies (Continued from previous page)

#### **Financial asset impairment**

The Organization assesses impairment of all of its financial assets measured at cost or amortized cost, and groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group, there are numerous assets affected by the same factors, or no asset is individually significant. Management considers whether the issuer is having significant financial difficulty or whether there has been a breach of contract, such as a default or delinquency in interest or principal payments, in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Organization determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Organization reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year operating results.

The Organization reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the operating results in the year the reversal occurs.

#### **Capital assets**

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the declining balance method at the rates stated below, intended to amortize the cost of assets over their estimated useful lives.

One-half of the normal amortization is charged to operations in the year of acquisition.

	<b>Rate</b>
Computer equipment	30 % and 55 %
Office equipment	20 %

#### **Use of estimates**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and 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.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of capital assets. Accruals are estimated at year end, based on invoices received after year end or historical costs.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in operating results in the periods in which they become known.

### 3. Marketable securities

	<b>2016</b>	2015
Measured at cost:		
Guaranteed investment certificate ("GIC"), bearing interest at 0.90% (2015 - 0.85%), due March 17, 2017	<b>5,043</b>	5,000

The GIC is pledged as security for a credit card issued to the Organization.

**Family Mediation Canada**  
**Notes to the Financial Statements**  
*For the year ended March 31, 2016*  
*(Unaudited)*

**4. Accounts receivable**

	<b>2016</b>	2015
Accounts receivable	5,575	7,150
Harmonized sales tax recoverable	2,972	1,671
	<b>8,547</b>	8,821
Allowance for doubtful accounts	(5,575)	(7,150)
	<b>2,972</b>	1,671

**5. Capital assets**

	<i>Cost</i>	<i>Accumulated amortization</i>	<i>2016 Net book value</i>	<i>2015 Net book value</i>
Computer equipment	11,836	11,580	256	372
Office equipment	5,115	4,964	151	188
	<b>16,951</b>	<b>16,544</b>	<b>407</b>	560

**6. Financial instruments**

The Organization, as part of its operations, carries a number of financial instruments. It is management's opinion that the Organization is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

***Liquidity risk***

The operations of the Organization necessitate the management of liquidity risk. Liquidity risk is the risk of being unable to meet anticipated daily financial obligations and fund future operational requirements. The Organization's objective is to ensure that it faces limited risk exposure in this area through requirements placed on the types and amounts of liquid assets that are required to be maintained in order to meet its current and future obligations. The Organization achieves this objective through the preparation and monitoring of annual operational budgets to assess current and future funding requirements. As well, the Organization holds its funds with a reputable financial institution. There has been no change in this risk exposure or the above objective, and policies and procedures used to manage this exposure during the year.