

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Financial Statements
Year Ended December 31, 2019

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Index to Financial Statements
Year Ended December 31, 2019

	Page
AUDITORS' REPORT	1 - 2
FINANCIAL STATEMENTS	
Statement of Receipts and Expenditures	3
Statement of Financial Position	4
Statement of Changes in Net Assets	5
Statement of Cash Flow	6
Notes to Financial Statements	7 - 10



INDEPENDENT AUDITOR'S REPORT

To the Official Agent and Members of The Liberal Association of Nova Scotia

Qualified Opinion

We have audited the financial statements of The Liberal Association of Nova Scotia (the Association), which comprise the statements of financial position as at December 31, 2019 and 2018, and the statements of receipts and expenditures, changes in net assets and cash flow for the years then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2019 and 2018, and the results of its operations and its cash flow for the years then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many political organizations, the Association derives revenue from donations and fundraising the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Association and we were not able to determine whether any adjustments might be necessary to contributions, excess of revenues over expenses, current assets and net assets.

We conducted our audits in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audits of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

(continues)

Independent Auditor's Report to the Official Agent and Members of The Liberal Association of Nova Scotia (continued)

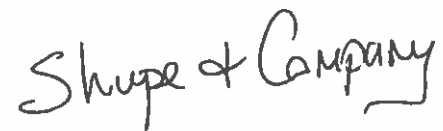
Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Dartmouth, Nova Scotia
April 19, 2020



SHUPE & COMPANY
Chartered Professional Accountants

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Statement of Receipts and Expenditures
Year Ended December 31, 2019

	Unrestricted	Invested in Capital Assets	Internally restricted election fund	Total 2019	Total 2018
Revenues					
Contributions	\$ 358,479	\$ -	\$ 43,485	\$ 401,964	\$ 359,752
Province of Nova Scotia	272,618	-	-	272,618	281,573
Annual general meeting	57,990	-	-	57,990	61,742
The Federal Liberal Agency of Canada overhead reimbursement	94,275	-	-	94,275	89,891
Fundraising events	42,675	-	-	42,675	71,202
HST recovery	19,789	-	-	19,789	18,832
Interest income	-	-	4,358	4,358	1,982
Miscellaneous	2,658	-	-	2,658	210
	848,484	-	47,843	896,327	885,184
	116,120	-	-	116,120	115,168
Transfers to constituencies and candidates	732,364	-	47,843	780,207	770,016
Expenditures					
Advertising	1,306	-	-	1,306	-
Amortization	-	2,092	-	2,092	1,180
Annual general meeting	60,350	-	-	60,350	59,608
Bad debt	-	-	-	-	2,692
By-election	-	-	17,123	17,123	6,140
Commissions - Women's, Youth, and Senior's	6,807	-	-	6,807	5,289
Election readiness	-	-	-	-	2,000
Equipment rentals and maintenance	3,694	-	-	3,694	3,654
Finance charges	19,407	-	-	19,407	16,795
Fundraising events	22,683	-	-	22,683	42,044
Leader's office	17,763	-	-	17,763	15,898
Meetings	11,274	-	-	11,274	3,006
Office	72,549	-	-	72,549	78,395
Postage	3,579	-	-	3,579	1,107
Professional fees	17,940	-	-	17,940	17,618
Rent	41,743	-	-	41,743	44,839
Salaries and benefits	320,813	-	-	320,813	289,466
Sundry	2,271	-	-	2,271	2,302
Telephone	13,081	-	-	13,081	10,248
Travel	64,970	-	-	64,970	55,787
	680,230	2,092	17,123	699,445	658,068
Excess (deficiency) of revenues over expenditures	\$ 52,134	\$ (2,092)	\$ 30,720	\$ 80,762	\$ 111,948

See notes to financial statements

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Statement of Financial Position
December 31, 2019

	2019	2018
ASSETS		
Current		
Cash	\$ 59,721	\$ 123,450
Accounts receivable	98,523	36,566
Harmonized sales tax recoverable	19,813	18,832
Due from The Federal Liberal Agency of Canada	46,048	-
Prepaid expenses	5,164	1,702
	<u>229,269</u>	<u>180,550</u>
Capital assets (Note 4)	2,057	1,412
Cash and term deposits held in trust for Electoral District Associations	367,301	-
Internally restricted cash (Note 5)	447,307	399,464
	<u>\$ 1,045,934</u>	<u>\$ 581,426</u>
LIABILITIES		
Current		
Accounts payable	\$ 74,927	\$ 59,551
Deferred receipts - Province of Nova Scotia	68,422	67,353
	<u>143,349</u>	<u>126,904</u>
Due to Electoral District Associations	367,301	-
	<u>510,650</u>	<u>126,904</u>
Commitments (Note 8)		
NET ASSETS		
Unrestricted	85,920	53,646
Invested in capital assets	2,057	1,412
Internally restricted election fund	447,307	399,464
	<u>535,284</u>	<u>454,522</u>
	<u>\$ 1,045,934</u>	<u>\$ 581,426</u>

ON BEHALF OF THE BOARD

Dan Merzetti Director

Joseph Khoury Director

See notes to financial statements

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Statement of Changes in Net Assets
Year Ended December 31, 2019

	Unrestricted	Invested in capital assets	Internally restricted election fund	2019	2018
Net assets - beginning of year	\$ 53,646	\$ 1,412	\$ 399,464	\$ 454,522	\$ 342,574
Excess of receipts over expenditures	52,134	(2,092)	30,720	80,762	111,948
Purchase of capital assets	(2,737)	2,737	-	-	-
Transfers to election fund	(17,123)	-	17,123	-	-
Net assets - end of year	\$ 85,920	\$ 2,057	\$ 447,307	\$ 535,284	\$ 454,522

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Statement of Cash Flow
Year Ended December 31, 2019

	2019	2018
Operating activities		
Excess of receipts over expenditures	\$ 80,762	\$ 111,948
Item not affecting cash:		
Amortization of capital assets	2,092	1,180
	<u>82,854</u>	<u>113,128</u>
Changes in non-cash working capital:		
Accounts receivable	(61,957)	(13,561)
Accounts payable	15,376	10,121
Deferred receipts	1,069	(12,161)
Prepaid expenses	(3,462)	1,369
Harmonized sales tax	(981)	132,617
Due from The Federal Liberal Agency of Canada	(46,048)	92,692
	<u>(96,003)</u>	<u>211,077</u>
	<u>(13,149)</u>	<u>324,205</u>
Investing activity		
Purchase of capital assets	(2,737)	(700)
Increase (decrease) in cash	(15,886)	323,505
Cash - beginning of year	522,914	199,409
Cash - end of year	\$ 507,028	\$ 522,914
Cash consists of:		
Cash	\$ 59,721	\$ 123,450
Internally restricted cash	447,307	399,464
	<u>\$ 507,028</u>	<u>\$ 522,914</u>

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Notes to Financial Statements
Year Ended December 31, 2019

1. NATURE OF THE ORGANIZATION

The Association was incorporated on June 26, 2003 under the Societies Act of Nova Scotia and was established to secure good government by supporting the principles and policies of the Liberal Party and to secure the election of candidates to the Nova Scotia Legislative Assembly and the House of Commons. The Association continues to operate under the name Nova Scotia Liberal Party.

The Association is a not-for-profit organization under the Income Tax Act, and as such is not subject to either federal or provincial income taxes.

These financial statements include only the assets, liabilities and operations of the Association and therefore, do not include the assets, liabilities and operations of any provincial electoral district association.

2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO). Canadian accounting standards for not-for-profit organization are part of Canadian generally accepted accounting principals.

3. ACCOUNTING POLICIES

Capital assets

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

Furniture and equipment	5 years	straight-line method
Computer equipment	3 years	straight-line method
Leasehold improvements	5 years	straight-line method

The Association regularly reviews its capital assets to eliminate obsolete items.

Revenue recognition

The Association follows the deferral method of accounting for receipts.

Restricted receipts are recognized as revenue of the election fund in the year received. Unrestricted receipts are recognized as revenue of the appropriate fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

(continues)

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Notes to Financial Statements
Year Ended December 31, 2019

3. ACCOUNTING POLICIES (continued)

Fund accounting

Receipts and expenditures related to program delivery and administrative activities are reported in the Unrestricted Fund.

The Internally restricted election fund was established for the purpose of allocating funds which are to be used for any election purpose during a provincial general election or by-election. Receipts restricted for or otherwise designated by the Provincial Board for the fund are deposited to a separate bank account where they are maintained until needed.

The Capital asset fund reports the assets, liabilities, receipts, and expenditures related to the Association's capital assets.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealised gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

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 receipts and expenditures during the period. Actual results could differ from these estimates.

4. CAPITAL ASSETS

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Furniture and equipment	\$ 12,893	\$ 12,893	\$ -	\$ 946
Computer equipment	34,006	31,949	2,057	466
Leasehold improvements	7,330	7,330	-	-
	<u>\$ 54,229</u>	<u>\$ 52,172</u>	<u>\$ 2,057</u>	<u>\$ 1,412</u>

5. INTERNALLY RESTRICTED CASH

	2019	2018
Cash	\$ 17	\$ 17
TD Interest Savings Account, bearing interest at 0.75%	447,290	399,447
	<u>\$ 447,307</u>	<u>\$ 399,464</u>

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Notes to Financial Statements
Year Ended December 31, 2019

6. BANK INDEBTEDNESS

The Association has a revolving line of credit of \$300,000. The facility bears interest at the bank's prime rate plus 1 percent per year, is payable on demand, and is secured by a general security agreement over all assets of the Association. The Association has access to credit cards with a combined limit of \$50,000, and if applicable, an interest rate of 15% on overdue payments and 23% on cash advances.

7. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments which consists of cash, accounts receivable, a demand loan, accounts payable and accrued liabilities. It is management's opinion that the Association is not exposed to significant interest, credit, or liquidity risks arising from these financial instruments. The following analysis provides information about the Association's risk exposure and concentration as of December 31, 2019.

Credit risk

Credit risk is the risk that a third party will default on an obligation to the Association, causing the Association to incur a loss. In the normal course of its business, the Association incurs credit risk from trade debtors.

Interest rate risk

Interest rate risk is the risk that changes in interest rates will affect the fair market value or cash flow of the Association's financial instruments. The Association is primarily exposed to interest rate risk on a fixed rate cash equivalents for which fair market value may decrease if interest rates increase.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its receipt of funds from its members and other related sources, bank indebtedness and demand loan, obligations under capital leases, and accounts payable.

THE LIBERAL ASSOCIATION OF NOVA SCOTIA
Notes to Financial Statements
Year Ended December 31, 2019

8. LEASE COMMITMENTS

The Association has signed a lease for office equipment under an agreement which expires November 2023. The Association has signed a lease for its premises which expires in June 2021.

The minimum lease payments, excluding common area costs, required under these lease agreements for the next five years are approximately as follows:

	Office Equipment	Premises	Total
2020	\$ 2,160	\$ 20,993	\$ 23,153
2021	2,160	10,497	12,657
2022	2,160	-	2,160
2023	1,620	-	1,620
	<u>\$ 8,100</u>	<u>\$ 31,490</u>	<u>\$ 39,590</u>

9. SUBSEQUENT EVENT - PANDEMIC

Since December 31, 2019, the outbreak of a novel strain of coronavirus has resulted in the global declaration of a pandemic. Measures in place to combat the health threat of the virus have caused material disruption to businesses globally resulting in an economic slowdown. The duration and impact of the outbreak is unknown at this time, as are the efficacy of the government and central bank interventions. It is not possible to reliably estimate the length and severity of the measures nor their impact on the future financial results and condition of the Association.