

**CANADIAN FEDERATION OF STUDENTS**

**FINANCIAL STATEMENTS**

**JUNE 30, 2019**

**CONTENTS**

INDEPENDENT AUDITORS' REPORT	1
FINANCIAL STATEMENTS	
STATEMENT OF FINANCIAL POSITION	3
STATEMENT OF CHANGES IN NET ASSETS	4
STATEMENT OF OPERATIONS	5
STATEMENT OF CASH FLOWS	6
NOTES TO THE FINANCIAL STATEMENTS	7



**PARKER PRINS LEBANO**  
**Chartered Professional Accountants**  
Professional Corporation

**INDEPENDENT AUDITORS' REPORT**

To the Members of the:  
**CANADIAN FEDERATION OF STUDENTS**

**Opinion**

We have audited the accompanying financial statements of the Canadian Federation of Students, which comprise the Statement Of Financial Position as at June 30, 2019, and the Statements Of Changes In Net Assets, Operations, and Cash Flows for the year then ended, and Notes To The Financial Statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Canadian Federation of Students as at June 30, 2019, 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.

**Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Canadian Federation of Students in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our 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 Canadian Federation of Students' ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Canadian Federation of Students or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Canadian Federation of Students' financial reporting process.

**Auditors' 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 auditors' 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 Canadian Federation of Students' 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 Canadian Federation of Students' ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' 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 auditors' report. However, future events or conditions may cause the Canadian Federation of Students 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.



Parker Prins Lebano Chartered Professional Accountants Professional Corporation  
Authorized to practice public accounting by the Chartered Professional Accountants of Ontario

Ottawa, Ontario  
October 23, 2019

**CANADIAN FEDERATION OF STUDENTS**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT JUNE 30, 2019**

	<u>2019</u>	<u>2018</u>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 2,170,540	\$ 1,028,168
Trade and other receivables (note 3)	1,463,858	1,764,691
Guaranteed investment certificates (note 4)	2,284,123	2,254,955
Advances to related parties (note 5)	164,223	166,110
Current portion of related party mortgage receivable (note 6)	30,000	75,000
Prepaid expenses	<u>44,626</u>	<u>140,238</u>
	6,157,370	5,429,162
RELATED PARTY MORTGAGE RECEIVABLE (note 6)	15,000	15,000
CAPITAL ASSETS (note 7)	2,781,903	2,994,341
INTANGIBLE ASSETS (note 8)	<u>-</u>	<u>2,825</u>
	<u>\$ 8,954,273</u>	<u>\$ 8,441,328</u>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities (note 9)	\$ 645,828	\$ 261,255
Advances from related parties (note 5)	939,979	1,067,161
Deferred revenue	<u>100,000</u>	<u>-</u>
	<u>1,685,807</u>	<u>1,328,416</u>
<b>NET ASSETS</b>		
NON-DESIGNATED FUNDS (note 10)	6,715,911	6,560,357
BILINGUALISM FUND (note 10)	19,670	19,670
FEDERAL ELECTION CAMPAIGN FUND (note 10)	100,000	100,000
BUILDING FUND (note 10)	200,000	200,000
MEMBERSHIP DRIVES AND REFERENDA FUND (note 10)	115,000	115,000
KEVIN COLEMAN STUDENTS RIGHTS DEFENCE FUND (note 10)	47,885	47,885
NATIONAL GENERAL MEETING STUDENTS WITH DISABILITIES ACCESS FUND (note 10)	<u>70,000</u>	<u>70,000</u>
	<u>7,268,466</u>	<u>7,112,912</u>
	<u>\$ 8,954,273</u>	<u>\$ 8,441,328</u>

Approved on behalf of the National Executive:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Treasurer

**CANADIAN FEDERATION OF STUDENTS  
STATEMENT OF CHANGES IN NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2019**

	Non-designated Fund	Bilingualism Fund	Federal Election Campaign Fund	Membership Drives and Referenda Fund	Kevin Coleman Students Rights Defence Fund	National		2019 Total	2018 Total
						General Meeting Students with Disabilities Access Fund			
<b>NET ASSETS, BEGINNING OF YEAR</b>	\$ 6,560,357	\$ 19,670	\$ 100,000	\$ 200,000	\$ 115,000	\$ 47,885	\$ 70,000	\$ 7,112,912	\$ 7,422,091
Excess (Deficiency) of revenue over expenditures	155,554	-	-	-	-	-	-	155,554	(309,180)
<b>NET ASSETS, END OF YEAR</b>	\$ 6,715,911	\$ 19,670	\$ 100,000	\$ 200,000	\$ 115,000	\$ 47,885	\$ 70,000	\$ 7,268,466	\$ 7,112,911

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

**CANADIAN FEDERATION OF STUDENTS**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

	<u>2019</u>	<u>2018</u>
<b>REVENUE</b>		
Donations	\$ -	\$ 2,900
Investment income	40,820	33,200
Membership fees	2,672,327	2,774,720
Miscellaneous	5	1,594
Rental income	<u>40,500</u>	<u>39,900</u>
	<u>2,753,652</u>	<u>2,852,314</u>
<b>EXPENDITURES</b>		
Administrative and office	217,412	245,184
Amortization - capital assets	214,206	220,454
Amortization - intangible assets	2,825	5,650
Bad debts (note 3)	161,054	16,598
Building	137,804	119,255
Campaigns	312,923	765,717
Communications	35,631	34,792
Component allocations	673,457	690,420
Constituency allocations	15,685	29,512
Constituency allocations - Circle of First Nation, Metis and Inuit Students	32,248	57,679
Constituency allocations - National Graduate Caucus	47,056	35,904
Membership development and outreach	80,506	85,381
Miscellaneous	-	60,606
Mobile applications	27,258	94,167
National executive meetings	29,951	34,413
National executive salaries and benefits	97,228	106,766
National general meetings	393,974	412,163
Professional fees	48,851	78,319
Translation	<u>70,029</u>	<u>68,515</u>
	<u>2,598,098</u>	<u>3,161,495</u>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<u>\$ 155,554</u>	<u>\$ (309,181)</u>

**CANADIAN FEDERATION OF STUDENTS**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

	<u>2019</u>	<u>2018</u>
<b>CASH FLOWS FROM (USED FOR) OPERATING ACTIVITIES</b>		
Excess (Deficiency) of revenue over expenditures	\$ 155,554	\$ (309,181)
Items not affecting cash:		
Amortization - capital assets	214,206	220,454
Amortization - intangible assets	<u>2,825</u>	<u>5,650</u>
	372,585	(83,077)
Net changes in non-cash items related to operations:		
Trade and other receivables	300,833	922,532
Prepaid expenses	95,612	(86,580)
Accounts payable and accrued liabilities	384,573	(173,002)
Deferred revenue	<u>100,000</u>	<u>-</u>
	<u>1,253,603</u>	<u>579,873</u>
<b>CASH FLOWS FROM (USED FOR) INVESTING ACTIVITIES</b>		
Purchase of capital assets	(1,768)	(36,894)
Receipt of principal payments of related party mortgage	45,000	-
Purchase of guaranteed investment certificates	<u>(29,168)</u>	<u>(777,665)</u>
	<u>14,064</u>	<u>(814,559)</u>
<b>CASH FLOWS (USED FOR) FROM FINANCING ACTIVITIES</b>		
Advances from (to) related parties	1,887	(8,439)
Advances (to) from related parties	<u>(127,182)</u>	<u>340,551</u>
	<u>(125,295)</u>	<u>332,112</u>
<b>INCREASE IN CASH</b>	<b>1,142,372</b>	<b>97,426</b>
<b>CASH, BEGINNING OF YEAR</b>	<b><u>1,028,168</u></b>	<b><u>930,742</u></b>
<b>CASH, END OF YEAR</b>	<b><u>\$ 2,170,540</u></b>	<b><u>\$ 1,028,168</u></b>

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

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**CANADIAN FEDERATION OF STUDENTS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

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**1. DESCRIPTION OF ACTIVITIES**

The Canadian Federation of Students ("CFS" or the "Federation") was incorporated under the Canadian Corporations Act. It is a tax exempt, non-profit organization providing federal representation to its members who are comprised of post-secondary students in Canada. Emphasis is placed on improvements to the quality and affordability of post-secondary education.

The Federation's primary source of revenue is from membership fees paid by individual university and college students. Membership in the Federation is decided at each university and college campus through a membership referendum.

**2. SIGNIFICANT ACCOUNTING POLICIES**

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

**REVENUE RECOGNITION**

The Federation 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 received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership fee revenue is based on the number of students in the members' student unions. These revenues are earned on a basis consistent with the members' semesters, which are generally fall, winter and summer, when the amounts to be received can be reasonably estimated and collection is reasonably assured.

Rental revenue is recognized as revenue based on the terms and conditions of tenant leases. Prepaid rent and rent deposits are deferred and recognized as earned.

Investment income is recognized as revenue when received or receivable when the amounts to be received can be reasonably estimated and collection is reasonably assured.

**INTERNALLY RESTRICTED NET ASSETS**

The Federation maintains seven internally restricted net asset funds: non-designated funds, Bilingualism Fund, Federal Election Campaign Fund, Building Fund, Membership Drives and Referenda Fund, Kevin Coleman Students Rights Defence Fund, and National General Meeting Students With Disabilities Access Fund.

The non-designated funds reports the Federation's revenues and expenses related to program delivery and administrative activities.

The Bilingualism Fund reports the Federation's net assets related to providing bilingual services.

The Federal Election Campaign Fund reports the Federation's net assets related to stabilizing spending from year to year on activities related to federal elections.

The Building Fund reports the Federation's net assets related to major maintenance and updates of the Federation's building.



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**CANADIAN FEDERATION OF STUDENTS**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**JUNE 30, 2019**

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**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

The Membership Drives and Referenda Fund reports the Federation's net assets related to stabilizing the cost of membership drives and referenda from year to year.

The Kevin Coleman Students Rights Defence Fund reports the Federation's net assets related to assisting members involved in student rights litigation.

The National General Meeting Students with Disabilities Access Fund reports the Federation's net assets related to covering the costs of additional requirements for students with disabilities to participate in general meetings.

**CAPITAL ASSETS**

Capital assets are recorded at cost. Amortization is provided using the straight-line method at rates intended to amortize the cost of assets over their estimated useful lives as follows:

Building - national office	20 years
Tenant improvements	5 years
Equipment	3 years

The carrying amount of an item of capital assets is tested for recoverability whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. The carrying amount of a capital asset is not recoverable when it exceeds the sum of the undiscounted cash flows expected to result from its use and eventual disposal. In such a case, an impairment loss must be recognized and is equivalent to the excess of the carrying amount of the capital asset over its fair value.

**INTANGIBLE ASSETS**

Intangible assets are recorded at cost. Amortization is provided using the straight-line method at rates intended to amortize the cost of assets over their estimated useful lives as follows:

Software	3 years
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The carrying amount of an item of intangible assets is tested for recoverability whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. The carrying amount of an intangible asset is not recoverable when it exceeds the sum of the undiscounted cash flows expected to result from its use and eventual disposal. In such a case, an impairment loss must be recognized and is equivalent to the excess of the carrying amount of the intangible asset over its fair value.

**CONTRIBUTED SERVICES**

Volunteers contribute time to assist the Federation in carrying out its mandate. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

**FINANCIAL INSTRUMENTS**

The Federation recognizes its financial instruments when the Federation becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, except for related party transactions which are initially measured at their carrying or exchange amount in accordance with Section 3840 Related Party Transactions.

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**CANADIAN FEDERATION OF STUDENTS**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**JUNE 30, 2019**

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**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

The Federation subsequently measures all financial assets and financial liabilities at amortized cost, except for the investment in Oohlala Mobile Inc., which is an equity instrument not quoted in an active market.

The Federation subsequently measures investments in equity instruments not quoted in an active market at cost less impairment.

Financial assets measured at amortized cost include cash, guaranteed investment certificates, trade and other receivables, related party mortgage receivable and advances to related parties.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and advances from related parties.

Transaction costs incurred on the acquisition of financial instruments are added to the financial instrument and amortized using the straight-line method.

**FINANCIAL ASSET IMPAIRMENT**

Financial assets measured at cost or amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the excess (deficiency) of revenue over expenditures. 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 the excess (deficiency) of revenue over expenditures.

**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 amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Significant estimates include assumptions in estimating the useful lives of capital assets and intangible assets, assumptions in assessing the valuation of the investment in Oohlala Mobile Inc., the measurement of accrued liabilities when no invoice has been received, the measurement of accrued membership fee revenue and the valuation of trade and other receivables.

These estimates and assumptions are reviewed periodically and as adjustments become necessary they are reported in excess (deficiency) of revenue over expenditures in the periods in which they become known.

**3. TRADE AND OTHER RECEIVABLES**

	<u>2019</u>	<u>2018</u>
Trade receivables	\$ 1,453,856	\$ 1,754,997
Other receivables	<u>10,002</u>	<u>9,694</u>
	<u>\$ 1,463,858</u>	<u>\$ 1,764,691</u>

Included in trade receivables is an allowance for doubtful accounts of \$161,054 (2018 - \$16,598).

**CANADIAN FEDERATION OF STUDENTS**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**JUNE 30, 2019**

**4. GUARANTEED INVESTMENT CERTIFICATES**

The guaranteed investment certificates bear interest at an average rate of 1.50% (2018 - 1.35%) per annum and mature in March and May 2020 (2018 - February and May 2019). Certain of the short-term guaranteed investment certificates are held as security for the Federation's credit cards.

**5. ADVANCES TO (FROM) RELATED PARTIES**

The provincial student federations each have members on the National Executive that governs the Federation. The affiliated provincial federation in Ontario provides services to the Federation for which they are paid an allocation based on the Federation membership in the province. The component allocation charge is not paid to the provincial organization until the membership fee revenue is received. During the year, the Federation allocated \$324,690 (2018 - \$330,683) to the Canadian Federation of Students - Ontario and \$Nil (2018 - \$Nil) to the Canadian Federation of Students - British Columbia. These amounts are included in the statement of operations.

These transactions have been measured at the exchange amount which is the amount of consideration established and agreed to by the related parties.

The advances bear no interest, are unsecured and are repayable on demand.

	<u>2019</u>	<u>2018</u>
<b>Advances to related parties</b>		
Canadian Federation of Students - Nova Scotia	\$ 3,099	\$ -
Canadian Federation of Students - Saskatchewan	11,124	16,110
Canadian Federation of Students - British Columbia	236,792	236,792
Canadian Federation of Students - British Columbia (allowance)	<u>(86,792)</u>	<u>(86,792)</u>
	<u>\$ 164,223</u>	<u>\$ 166,110</u>
<b>Advances from related parties</b>		
Canadian Federation of Students - Ontario	\$ 150,424	\$ 252,445
Canadian Federation of Students - Manitoba	4,180	2,180
Canadian Federation of Students - Services	781,381	812,536
Canadian Federation of Students - Newfoundland	<u>3,994</u>	<u>-</u>
	<u>\$ 939,979</u>	<u>\$ 1,067,161</u>

**6. RELATED PARTY MORTGAGE RECEIVABLE**

The Federation provided a mortgage to its affiliated provincial federation in Newfoundland and Labrador in 2009.

The transaction has been measured at the exchange amount which is the amount of consideration established and agreed to by the related parties.

The mortgage is repayable in annual installments of \$20,000 for the first to ninth annual payments and \$15,000 thereafter. The mortgage bears interest equivalent to the annual Canadian Consumer Price Index rate, matures in December 2019 and is secured by land and building.

The mortgage is currently \$45,000 (2018 - \$60,000) in arrears.

**CANADIAN FEDERATION OF STUDENTS**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**JUNE 30, 2019**

**7. CAPITAL ASSETS**

	2019		2018	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Land	\$ 858,379	\$ -	\$ 858,379	\$ 858,379
Building - national office	3,616,804	1,733,292	1,883,512	2,064,352
Tenant improvements	38,622	18,586	20,036	27,760
Equipment	119,753	99,777	19,976	43,850
	<u>\$ 4,633,558</u>	<u>\$ 1,851,655</u>	<u>\$ 2,781,903</u>	<u>\$ 2,994,341</u>

Building - national office consists of a renovated heritage building.

**8. INTANGIBLE ASSETS**

	2019	2018
Software	\$ 31,742	\$ 31,742
Accumulated amortization	(31,742)	(28,917)
	<u>\$ -</u>	<u>\$ 2,825</u>

**9. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	2019	2018
Accounts payable	\$ 615,938	\$ 229,527
Accrued liabilities	14,690	14,000
Wages payable	11,511	13,895
Sales tax payable	3,689	3,833
	<u>\$ 645,828</u>	<u>\$ 261,255</u>

**10. NET ASSETS**

No restrictions were initiated in the current year or the prior year.

**11. FINANCIAL INSTRUMENTS**

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

**CREDIT RISK**

The Federation is exposed to credit risk regarding the financial assets recognized in the statement of financial position. The Federation's exposure to credit risk is on the trade and other receivables, related party mortgage receivable and advances to related parties. Management is of the opinion that credit risk is not a significant risk for the remainder of the financial assets and there has been no change to the risk exposures from the previous period.

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**CANADIAN FEDERATION OF STUDENTS**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**JUNE 30, 2019**

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**11. FINANCIAL INSTRUMENTS (continued)**

**LIQUIDITY RISK**

The Federation does have liquidity risk in the accounts payable and accrued liabilities and advances from related parties. Liquidity risk is the risk that the Federation cannot repay its obligations when they come due to its creditors. The Federation reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due and maintains an adequate cash balance to repay trade creditors. In the opinion of management, the liquidity risk exposure of the Federation is not a significant risk and there has been no change to the risk exposure from the previous period.

**CARRY AMOUNT OF FINANCIAL ASSETS**

The carrying amount of the Federation's financial assets measured at amortized cost total \$3,986,830 (2018 - \$4,400,994).

**12. COMPARATIVE FIGURES**

Certain comparative figures may have been reclassified in order to conform with the current year financial statement presentation.