

**NEWFOUNDLAND AND LABRADOR  
ARTS COUNCIL**

**FINANCIAL STATEMENTS**

**MARCH 31, 2020**

## Management's Report

### Management's Responsibility for the Newfoundland and Labrador Arts Council Financial Statements

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

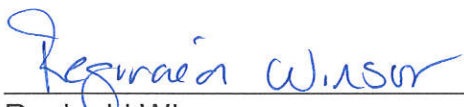
Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that transactions are properly authorized, assets are safeguarded and liabilities are recognized.

Furthermore, management is responsible for making sure transactions comply with relevant policies and authorities and are properly recorded to produce reliable financial information.

The Board of Directors is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews external audited financial statements yearly.

The Auditor General conducts an independent audit of the annual financial statements of the Council, in accordance with Canadian generally accepted auditing standards, in order to express an opinion thereon. The Auditor General has full and free access to financial management of the Newfoundland and Labrador Arts Council.

On behalf of the Newfoundland and Labrador Arts Council.



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Reginald Winsor  
Executive Director



OFFICE OF THE AUDITOR GENERAL  
NEWFOUNDLAND AND LABRADOR

## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Newfoundland and Labrador Arts Council  
St. John's, Newfoundland and Labrador

### Opinion

I have audited the financial statements of the Newfoundland and Labrador Arts Council (the Council), which comprise the statement of financial position as at March 31, 2020, and the statements of operations, change in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Council as at March 31, 2020, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the Council in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Other Information

Management is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and my auditor's report thereon. The annual report is expected to be made available to me after the date of this auditor's report.

My opinion on the financial statements does not cover the other information and I will not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated. When I read the annual report, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance.

## **Independent Auditor's Report (cont.)**

### **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 public sector accounting standards, 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 Council's 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 Council or to cease operations, or has no realistic alternative but to do so.

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

### **Auditor's Responsibilities for the Audit of the Financial Statements**

My 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 my 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.

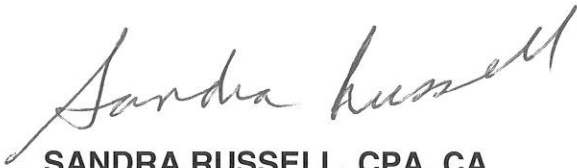
As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- 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 my 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 Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

## Independent Auditor's Report (cont.)

- 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 Council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Council 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.

I 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 I identify during my audit.



**SANDRA RUSSELL, CPA, CA**  
**Deputy Auditor General**

July 8, 2020  
St. John's, Newfoundland and Labrador

# NEWFOUNDLAND AND LABRADOR ARTS COUNCIL

## STATEMENT OF FINANCIAL POSITION

As at March 31

2020

2019

### FINANCIAL ASSETS

Cash	\$ 85,687	\$ 150,660
Accounts receivable (Note 3)	72,232	28,806
Portfolio investments (Note 4)	95,000	100,000
	<b>252,919</b>	<b>279,466</b>

### LIABILITIES

Accounts payable and accrued liabilities (Note 5)	102,172	118,517
Deferred revenue (Note 6)	11,658	11,466
	<b>113,830</b>	<b>129,983</b>

**Net financial assets** **139,089** **149,483**

### NON-FINANCIAL ASSETS

Tangible capital assets (Note 8)	18,774	38,121
Prepaid expenses	1,867	1,966
Arts Fund (Note 9)	50,381	50,381
	<b>71,022</b>	<b>90,468</b>

**Accumulated surplus** **\$ 210,111** **\$ 239,951**

### Contingent liability (Note 14)

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

Signed on behalf of the Council:

  
Chairperson

  
Member

**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL**  
**STATEMENT OF OPERATIONS**  
For the Year Ended March 31

	2020 Budget	2020 Actual	2019 Actual
	(Note 16)		
<b>REVENUES</b>			
Province of Newfoundland and Labrador			
Grants	\$ 2,936,600	\$ 3,136,600	\$ 2,136,600
Projects (Note 10)	211,216	219,558	105,841
Interest revenue	6,000	20,274	5,483
Other revenue	-	14,568	23,540
	<b>3,153,816</b>	<b>3,391,000</b>	<b>2,271,464</b>
<b>EXPENSES (Note 11)</b>			
Grants			
Annual Operating	250,000	250,000	150,000
Community Arts	75,000	75,000	75,000
Professional Artists Travel Fund grants	60,453	33,736	29,457
Professional Project Grants Program	1,015,413	1,013,267	544,587
Sustaining Program for Professional Arts Organizations	1,019,000	1,019,000	511,000
	<b>2,419,866</b>	<b>2,391,003</b>	<b>1,310,044</b>
Projects (Note 12)	537,716	493,894	344,564
Operating expenses (Note 13)	584,818	535,943	551,422
	<b>3,542,400</b>	<b>3,420,840</b>	<b>2,206,030</b>
<b>Annual surplus (deficit)</b>	<b>(388,584)</b>	<b>(29,840)</b>	<b>65,434</b>
<b>Accumulated surplus, beginning of year</b>	<b>239,951</b>	<b>239,951</b>	<b>174,517</b>
<b>Accumulated surplus (deficit), end of year</b>	<b>\$ (148,633)</b>	<b>\$ 210,111</b>	<b>\$ 239,951</b>

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

**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL**  
**STATEMENT OF CHANGE IN NET FINANCIAL ASSETS**  
For the Year Ended March 31

	2020 Budget	2020 Actual	2019 Actual
<b>(Note 16)</b>			
Annual surplus (deficit)	\$ (388,584)	\$ (29,840)	\$ 65,434
<b>Tangible capital assets</b>			
Acquisition of tangible capital assets	-	-	(4,165)
Amortization of tangible capital assets	21,000	19,347	19,658
	<b>21,000</b>	<b>19,347</b>	<b>15,493</b>
<b>Prepaid expenses</b>			
Acquisition of prepaid expenses	-	(1,867)	(1,966)
Use of prepaid expenses	1,000	1,966	1,772
	<b>1,000</b>	<b>99</b>	<b>(194)</b>
<b>Arts Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Increase (decrease) in net financial assets</b>	<b>(366,584)</b>	<b>(10,394)</b>	<b>80,733</b>
<b>Net financial assets, beginning of year</b>	<b>149,483</b>	<b>149,483</b>	<b>68,750</b>
<b>Net financial assets (debt), end of year</b>	<b>\$ (217,101)</b>	<b>\$ 139,089</b>	<b>\$ 149,483</b>

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



**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL****STATEMENT OF CASH FLOWS**

For the Year Ended March 31

	2020	2019
<b>Operating transactions</b>		
Annual surplus (deficit)	\$ (29,840)	\$ 65,434
Adjustment for non-cash items		
Amortization of tangible capital assets	19,347	19,658
	<b>(10,493)</b>	85,092
Change in non-cash operating items		
Accounts receivable	(43,426)	(8,961)
Accounts payable and accrued liabilities	(16,345)	12,549
Deferred revenue	192	8,159
Prepaid expenses	99	(194)
<b>Cash provided from (applied to) operating transactions</b>	<b>(69,973)</b>	96,645
<b>Capital transactions</b>		
Purchase of tangible capital assets	-	(4,165)
<b>Cash applied to capital transactions</b>	-	(4,165)
<b>Investing transactions</b>		
Purchase of portfolio investments	(2,000,000)	(1,000,000)
Redemption of portfolio investments	2,005,000	900,000
<b>Cash provided from (applied to) investing transactions</b>	<b>5,000</b>	(100,000)
<b>Decrease in cash</b>	<b>(64,973)</b>	(7,520)
<b>Cash, beginning of year</b>	<b>150,660</b>	158,180
<b>Cash, end of year</b>	<b>\$ 85,687</b>	\$ 150,660

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

# NEWFOUNDLAND AND LABRADOR ARTS COUNCIL

## NOTES TO FINANCIAL STATEMENTS

March 31, 2020

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### 1. Nature of operations

The Newfoundland and Labrador Arts Council (the Council) operates under the authority of the Arts Council Act of the Province of Newfoundland and Labrador. The Council has the responsibility of fostering and promoting the study and enjoyment of and the production of works in the arts. The Council consists of thirteen members appointed by the Lieutenant-Governor in Council.

The Council is a Crown entity of the Province of Newfoundland and Labrador and as such is not subject to Provincial or Federal income taxes.

### 2. Summary of significant accounting policies

#### (a) Basis of accounting

The Council is classified as an Other Government Organization as defined by Canadian public sector accounting standards (CPSAS). These financial statements are prepared by management in accordance with CPSAS for provincial reporting entities established by the Canadian Public Sector Accounting Board (PSAB). The Council does not prepare a statement of remeasurement gains and losses as the Council does not enter into relevant transactions or circumstances that are being addressed by the statement. Outlined below are the significant accounting policies followed.

#### (b) Cash

Cash includes cash in bank, less any amount restricted for the Arts Fund.

#### (c) Financial instruments

The Council's financial instruments recognized on the statement of financial position consist of cash, accounts receivable, portfolio investments and accounts payable and accrued liabilities. The Council generally recognizes a financial instrument when it enters into a contract which creates a financial asset or financial liability. Financial assets and financial liabilities are initially measured at cost, which is the fair value at the time of acquisition.

The Council subsequently measures all of its financial assets and financial liabilities at cost. Financial assets measured at cost include cash, accounts receivable and portfolio investments. Financial liabilities measured at cost include accounts payable and accrued liabilities.

The carrying value of cash, accounts receivable, portfolio investments and accounts payable and accrued liabilities approximate fair value due to their nature and/or the short term maturity associated with these instruments.

Interest attributable to the financial instruments is reported in the statement of operations.

**2. Summary of significant accounting policies (cont.)**

**(d) Employee future benefits**

The Council and its employees are subject to the Public Service Pensions Act, 1991. Employee contributions are matched by the Council and then remitted to Provident<sup>10</sup> from which pensions will be paid to employees when they retire. This pension plan is a multi-employer defined benefit plan, providing a pension on retirement based on the member's age at retirement, length of service and the average of their best six years of earnings for service on or after January 1, 2015, and, for service before January 1, 2015, the higher of the average of the frozen best 5 years of earnings up to January 1, 2015, or the average of the best 6 years of earnings for all service.

The contributions of the Council to the plan are recorded as an expense for the year.

**(e) Tangible capital assets**

All tangible capital assets are recorded at cost at the time of acquisition, which includes amounts that are directly related to the acquisition of the assets.

The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as shown:

Office equipment	5 years
Computer equipment	3 years
Computer software	3 years

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Council's ability to provide services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Minor tangible capital asset purchases are charged to operations in the year of acquisition.

**(f) Prepaid expenses**

Prepaid expenses are charged to the expense over the periods expected to benefit from it.

**2. Summary of significant accounting policies (cont.)**

**(g) Revenues**

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

The Council recognizes government transfers as revenues when the transfer is authorized and any eligibility criteria are met, except when and to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled. Government transfers consist of funding from the Province of Newfoundland and Labrador.

**(h) Expenses**

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is recorded as an expense in that year.

Transfers, which include grants and awards, are recorded as expenses when eligibility criteria are met and the transfer is authorized.

**(i) Measurement uncertainty**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reporting amounts of assets and liabilities, and disclosure of contingent assets and liabilities, at the date of the financial statements and the reported amounts of the revenues and expenses during the period. An item requiring the use of significant estimates is the useful life of tangible capital assets.

Estimates are based on the best information available at the time of preparation of the financial statements and are reviewed annually to reflect new information as it becomes available. Measurement uncertainty exists in these financial statements. Actual results could differ from these estimates.

**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2020**

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**3. Accounts receivable**

	<u>2020</u>	<u>2019</u>
Harmonized sales tax receivable	\$ 37,232	\$ 23,286
Trade accounts receivable	35,000	5,520
	<u>\$ 72,232</u>	<u>\$ 28,806</u>

There is no allowance for doubtful accounts since all amounts are considered collectible.

**4. Portfolio investments**

	<u>2020</u>	<u>2019</u>
Portfolio investments, at cost	\$ 95,000	\$ 100,000
Portfolio investments, at market	\$ 95,000	\$ 100,000

Investments consist of a redeemable Guaranteed Investment Certificate, with a maturity date of April 27, 2020 and an interest rate of 2.25%.

**5. Accounts payable and accrued liabilities**

	<u>2020</u>	<u>2019</u>
Trade accounts payable	\$ 68,764	\$ 81,198
Accrued employee benefits	33,408	37,319
	<u>\$ 102,172</u>	<u>\$ 118,517</u>

**6. Deferred revenue**

	<u>2020</u>	<u>2019</u>
APAF Symposium	\$ -	\$ 8,968
Winterset Award	11,658	2,498
	<u>\$ 11,658</u>	<u>\$ 11,466</u>

**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
 March 31, 2020

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**7. Employee future benefits**

**Public Service Pension Plan**

The Council and its employees contribute to the Public Service Pension Plan in accordance with the Public Service Pensions Act, 1991 (the Act). The Plan is administered by Provident<sup>10</sup>, including payment of pension benefits to employees to whom the Act applies.

The Plan provides a pension to employees based on their length of service and rates of pay. The maximum contribution rate for eligible employees is 11.85% (2019 - 11.85%). The Council's contributions equal the employee contributions of the Plan. Total pension expense for the Council for the year ended March 31, 2020 was \$33,588 (2019 - \$33,893).

**8. Tangible capital assets**

	<b>Computer Software</b>	<b>Office equipment</b>	<b>Computer equipment</b>	<b>Total</b>
<b>Cost</b>				
Balance, March 31, 2019	\$ 44,992	\$ 31,014	\$ 11,173	\$ 87,179
Acquisition of tangible capital assets	-	-	-	-
<b>Balance, March 31, 2020</b>	<b>44,992</b>	<b>31,014</b>	<b>11,173</b>	<b>87,179</b>
<b>Accumulated amortization</b>				
Balance, March 31, 2019	14,997	28,062	5,999	49,058
Amortization expense	14,997	1,619	2,731	19,347
<b>Balance, March 31, 2020</b>	<b>29,994</b>	<b>29,681</b>	<b>8,730</b>	<b>68,405</b>
<b>Net book value, March 31, 2020</b>	<b>\$ 14,998</b>	<b>\$ 1,333</b>	<b>\$ 2,443</b>	<b>\$ 18,774</b>
Net book value, March 31, 2019	\$ 29,995	\$ 2,952	\$ 5,174	\$ 38,121

**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
 March 31, 2020

**9. Arts Fund**

The Arts Fund was created pursuant to Section 9 of the Arts Council Act. The principal of the Fund is to be kept intact and is comprised of monies received from the Consolidated Revenue Fund of the Province of Newfoundland and Labrador and from gifts and bequests received without terms. The principal portion of the Fund is included in non-financial assets as these funds are restricted and are not available for use for operations or capital purchases. The interest earned on the invested principal may be disbursed, at the discretion of the Council, to foster and promote the study, enjoyment and production of works in the arts. The accumulated interest earned on the restricted funds is held as a designated asset until it is withdrawn. For the year ended March 31, 2020, \$821 (2019 - \$728) was earned through investment of the Fund and is included with interest revenue.

	<u>2020</u>	<u>2019</u>
<b>Restricted funds</b>		
Province of Newfoundland and Labrador	\$ 40,000	\$ 40,000
Gifts and bequests as per Section 12 (2) of the Arts Council Act	<u>10,381</u>	<u>10,381</u>
	<u>\$ 50,381</u>	<u>\$ 50,381</u>

At March 31, 2020, the restricted funds consisted of a Guaranteed Investment Certificate (GIC) in the amount of \$50,381 (2019 - GIC of \$50,381).

**Accumulated interest on restricted funds**

Accumulated interest, beginning of year	\$ -	\$ -
Interest earned	821	728
Interest allocated for operations	<u>(821)</u>	<u>(728)</u>
	<u>\$ -</u>	<u>\$ -</u>

**10. Revenues - Projects**

	<u>2020</u> <u>Budget</u> <u>(Note 16)</u>	<u>2020</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>
APAF Symposium	\$ 168,718	\$ 168,718	\$ 38,032
Winterset Award	37,498	25,840	35,809
Arts awards	3,500	3,500	10,500
Arts smarts	-	20,000	20,000
Rhonda Payne Award	500	500	500
Larry Jackson Award	1,000	1,000	-
Gerry Porter Award	-	-	1,000
	<u>\$ 211,216</u>	<u>\$ 219,558</u>	<u>\$ 105,841</u>

**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2020**

**11. Expenses by object**

	<b>2020 <u>Budget</u> (Note 16)</b>	<b>2020 <u>Actual</u></b>	<b>2019 <u>Actual</u></b>
Grants and awards	\$ 2,631,366	\$ 2,647,203	\$ 1,570,043
Salaries and employee benefits	436,100	411,266	428,061
Purchased services	323,934	257,903	97,660
Travel	40,000	41,603	51,972
Indigenous Outreach	40,000	-	-
Professional services	30,000	27,688	20,820
Amortization	21,000	19,347	19,658
Telephone	20,000	15,830	17,816
	<b>\$ 3,542,400</b>	<b>\$ 3,420,840</b>	<b>\$ 2,206,030</b>

For the year ended March 31, 2020, the Council's actual expenses did not exceed its legislated expense limit.

**12. Expenses – Projects**

	<b>2020 <u>Budget</u> (Note 16)</b>	<b>2020 <u>Actual</u></b>	<b>2019 <u>Actual</u></b>
APAF - Symposium	\$ 218,718	\$ 218,647	\$ 38,032
Arts awards	30,000	27,707	31,624
Arts smarts	135,000	145,200	149,000
Gerry Porter Award	-	-	1,000
Indigenous Outreach	40,000	-	-
Larry Jackson Award	1,000	1,000	-
Public Consultation Tour	-	-	17,099
Rhonda Payne Award	500	500	500
School Touring Program	75,000	75,000	75,000
Winterset Award	37,498	25,840	32,309
	<b>\$ 537,716</b>	<b>\$ 493,894</b>	<b>\$ 344,564</b>



**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2020**

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**13. Operating expenses**

	<b>2020 Budget (Note 16)</b>	<b>2020 Actual</b>	<b>2019 Actual</b>
Amortization	\$ 21,000	\$ 19,347	\$ 19,658
Legal fees	-	-	1,030
Miscellaneous	28,718	21,715	24,676
Office and postage	9,000	7,569	8,177
Project evaluating fees	30,000	27,688	19,790
Salaries and employee benefits	436,100	411,266	428,061
Telephone	20,000	15,830	17,816
Travel and Council meetings	40,000	32,528	32,214
	<b>\$ 584,818</b>	<b>\$ 535,943</b>	<b>\$ 551,422</b>

**14. Contingent liability**

A Statement of Claim has been served on the Council by an applicant related to the loss of grant funding. The Council has filed a defense. This claim has not progressed far enough to enable the formation of a definite opinion as to its outcome. Therefore, the likelihood and the amount of loss to the Council is not determinable at this time.

**15. Financial risk management**

The Council recognizes the importance of managing significant risks and this includes oversight designed to reduce the risks identified to an appropriate threshold. The risks that the Council is exposed to through its financial instruments are credit risk, liquidity risk and market risk. There was no significant change in the Council's exposure to these risks or its processes for managing these risks from the prior year.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Council's main exposure to credit risk relates to cash, portfolio investments and accounts receivable. The Council's maximum exposure to credit risk is the carrying amounts of these financial instruments. The Council is not exposed to significant credit risk with its cash or portfolio investments because these financial instrument are held with a Chartered Bank. The Council is not exposed to significant credit risk related to its accounts receivable as these amounts are primarily due from the Government of Canada. Accordingly, there is no allowance for doubtful accounts.

**15. Financial risk management (cont.)**

Liquidity risk

Liquidity risk is the risk that the Council will be unable to meet its financial liabilities. The Council's exposure to liquidity risk relates mainly to its accounts payable and accrued liabilities. The Council manages liquidity risk by monitoring its cash flows and ensuring that it has sufficient resources available to meet its financial liabilities.

Market risk

Market risk is the risk that 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 (foreign exchange) risk, interest rate risk and other price risk. The Council is not exposed to significant foreign exchange or other price risk. The Council is not exposed to significant interest rate risk related to its portfolio investments because these investments have fixed rates and fixed values at maturity.

**16. Budgeted figures**

Budgeted figures, which have been prepared primarily on a cash basis, are provided for comparison purposes and have been derived from the estimates approved by the Council.

**17. Related party transactions**

The Council leases office space from the Province of Newfoundland and Labrador at an annual rate of \$1.

**18. Non-financial assets**

The recognition and measurement of non-financial assets, other than the restricted assets of the Arts Fund, is based on their service potential. These assets will not provide resources to discharge liabilities of the Council. For these non-financial assets, the future economic benefit consists of their capacity to render service to further the Council's objectives. The restricted assets of the Arts Fund are not available to provide resources to discharge the liabilities of the Council as outlined in Note 9.