

2017-2018

Annual Report

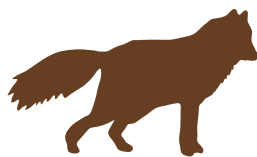
Annual Report for the Yukon Wildlife Preserve Operating Society



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President's Report

It is hard to believe another year has come and gone, but here we are in the 14th year of the Yukon Wildlife Preserve Operating Society. I want to start by acknowledging the incredible group of volunteers who are our Board of Directors, our dedicated and relentless staff members, and the enthusiastic interns that grace us every year.

2017 was a good year, full of change and progress. We welcomed new staff and new Board members and continued to build partnerships that will have long-lasting and positive impacts for the Preserve. We are proud to be working with a dedicated team of caring individuals and organizations, from government, local businesses, and our partners in the tourism industry. Attendance at our cornerstone events including the Fun Run, Easter egg-stravaganza, Yukoner Day Open House, and many others, continue to highlight the support from our community... and in case you missed it, all of the contributions from these events go right back into the Preserve's rehabilitation program, where we accept orphaned and injured animals, and work tirelessly to help them regain their strength for release back into the wild.

There are many projects on the horizon, but the major ones include our next 10-year Master Plan, and our expanded fundraising and sponsorship programs! We are very excited to be gearing up to begin our next Master Plan, having obtained the expertise of PJA Architects and Engineers, to guide us through this undertaking. Further to that, we are excitedly developing corporate sponsorship opportunities, expanding our fundraising initiatives and campaigns, and seeking ways to honour our long-time supporters.

As a non-profit and registered charity and as the caretakers of the Yukon Wildlife Preserve, the Operating Society relies on core funding from Yukon Government to maintain the animals and the facility for the enjoyment of all our visitors, locals and out-of-towners alike. But, we realize that simply seeing an

animal may not illicit the kind of connection and passion we are hoping for, so we use fundraising events and donations to support so many additional services including our summer camps, interpretive and education programming, and our rehabilitation programming.



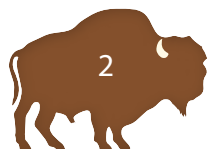
Without the community and industry support, we would not be able to provide these services, and so with that, I will close my message with another heartfelt THANK YOU to all of you, near and far, for your continued support, and hope we may see you around the Preserve in the coming days.

Alexandra Tait,

President
Yukon Wildlife Preserve Operating Society

Writing: Alexandra Tait, Jake Paleczny, Kristine Hildebrand, Shawna Warshawski, Maria Hallock, Shirley Adamson, Lindsay Caskenette, Briana Van Den Bussche, Chris Evans, Katelyn Friendship.

Photos and illustrations: Lindsay Caskenette, Jake Paleczny, Katarzyna Nowak, Tedd Tucker, Alexandra Tait, Maria Hallock



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Executive Directors Report

This annual report is a testament to the passion and drive of our staff and board. They have worked tirelessly behind the scenes to advance the Yukon Wildlife Preserve on so many fronts!

You'll notice some of these efforts as soon as you come in the parking lot. New boulders, trees, decking and outhouses have transformed the front of house into a more

welcoming, relaxing space.

Other efforts are completely behind the scenes. Thanks to the support of the Department of Environment we were able to construct a new haybarn. We will also have a large scale composter coming on line later this summer.

Our organization has grown too. We found that we were no longer eligible for the SECOR health and safety program. One significant overhaul later, we now have a COR health and safety program.

We reached the 5 year mark with Canada's Accredited Zoos and Aquariums. That meant it was time to be re-accredited. To do so we needed to score well on hundreds of criteria from animal care, to emergency response plans to management. We're happy to report that we meet the ever evolving and



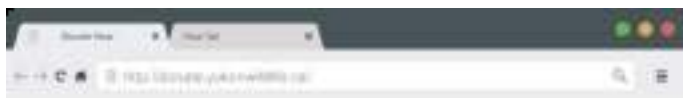
stringent CAZA standards and were fully re-accredited!

As we look ahead to the coming year, a big focus will be fundraising and sponsorship. As the Preserve continues to grow and evolve, so too do the costs. We've already been hard at work on developing a major fundraising campaign (which we're very excited to unveil)! A corporate sponsorship program will follow close behind.

I never fail to be amazed by the diversity and dynamism of the Yukon Wildlife Preserve. I think its the diversity of animals, habitats, people, programs and activities that makes the Preserve such an exiting place to be. And it's the passion of our incredible staff that put their hearts and lives into the Preserve that make it such a pleasure to be a part of.

Jake Paleczny

Executive Director



About the Preserve

Vision: The Yukon Wildlife Preserve will see informed voices that speak for the natural world.

Mission: To connect our visitors to the natural world by being a living centre of Yukon's species.

Core Values:

- Relentlessly pursue the highest standard of animal care;
- Be accessible to all visitors;
- Model respect and teamwork with coworkers, volunteers, and our community; and,
- Treasure the Yukon's natural world.

The Yukon Wildlife Preserve is a non-profit, charitable organization. The Preserve is operated under the Yukon Wildlife Preserve Operating Society (YWPOS). Running a successful non-profit requires an active Board of Directors guided by a competent President, and dedicated staff, led by a capable and energetic Executive Director.



*Staff
and
Board*

Management Staff

Jake Paleczny, *Acting Executive Director*

Randy Hallock, *Manager of Outdoor Operations*

Dr. Maria Hallock, *Veterinarian and Wildlife Curator*

Lindsay Caskenette, *Manager of Visitor Services*

Briana Van Den Bussche, *Manager of Education & Programming*

Board of Directors

Alexandra Tait *President*

Shawna Warshawski, *1st Vice-President*

Michael Kokiw, *2nd Vice-President*

Kristine Hildebrand, *Treasurer*

Jessie Dawson

Chris Evans

Katelyn Friendship

Kirk Cameron

Shirley Adamson

Sherri Young, *Non-voting Member - Environment Yukon*

Darrell March, *Non-voting Member - Environment Yukon*



yukon wildlife preserve

Treasurer's Report

Attached are the completed 2018 Financial Statements of the Yukon Wildlife Preserve Operating Society as provided by Kristine Lawrie, CPA Ltd. They completed a Review Engagement of our year-end financial data.

2018 has been a year of many changes and even with all the changes there has been substantial growth in our Revenue from operations. This revenue increased by 18%. Overall revenue has grown by 7%. Fundraising revenue, which comes from events that are run internally, increased by 52%. It went from 9,376 in 2017 to \$19,598 in 2018. However, the donation and sponsorship revenue decreased by \$20,400. This is a 64% drop in donations and sponsorship.

Overall expenses have increased by 4% this year. A number of expenses have gone up exponentially due to a variety of factors. Repairs and maintenance increased by 33% and

vehicle by 19%. The factor behind these two specific areas has to do with the age of some of the facilities and equipment and therefore has led to some larger repairs this past year. Due to a longer and bit harsher winter than the prior year and utility increases the utility costs increased by 20%.

In 2018 we have invested a total of \$237,671 in capital assets. The YWPOS put funds towards the landscaping, continuation of the goat fencing and the installations of a garage door.

2018 shows that at the end of the year we generated a surplus of unrestricted funds of \$79,449. However, with the purchase of capital and amortization we are showing a deficit of \$199,507 in unrestricted net assets and Invested in capital assets of \$446,519.

We have attached a schedule this year which shows the break down

of the Government of Yukon Operational Funding Revenue and Expense. This schedule breaks out the funding we have received and where the operational funds have been used. Based on this schedule it shows that the funds that we receive from operations, such as gift shop sales, memberships, etc. assist in the day to day operations and maintenance of the Yukon Wildlife Operating Society.

Our focus this year has turned towards Fundraising and Sponsorship and we have an engaged and active board that is gearing up for the role out of a corporate sponsorship program and the continued expansion on our fundraising initiatives and campaign.

Prepared by YWPOS Treasurer:
Kristine Hildebrand



Operations Report

Under the leadership of Randy Hallock, Operations staff had a very busy year. They undertook and coordinated several large projects. Major projects include:

- Front of House Landscaping Upgrades with the support of the Community Development Fund (including new barrier free outhouses, decking, storage and more);
- Construction of a new Hay Shed and Composter with the support of the Department of Environment;
- A major fencing upgrade for the upper mountain goat herd with the support of CANNOR;
- Upgrades to YWP road systems with the support of YG's Rural Roads Program;
- Managed clean-up of leaking oil tank at office; and,
- Installation of a large garage door (for bus and loader) with support of the Community Development Fund.

Operations staff also completed maintenance and upgrades in many other areas. Highlights include:

- New fencing and gates around the animal care building;
- Realignment of fencing and gates at front-of-house to accomodate landscaping;
- Construction of elk stand-off barriers;
- Upgrades to office heating systems;
- Changed outhouse at crossroads to barrier free; and,
- Upgrades to road gates and fencing around crossroads, thinhorn sheep and muskox areas.



Planning and Development Committee

The goals of this Committee are to:

- Guide the process of updating the Society's Master Plan which includes land use planning and capital development;
- Review and make recommendations on major capital projects based on the Board's approved priorities;
- Collaborate with the Executive Director and Fundraising Committee, drafting a 5-year Capital Plan including budgets and potential funding sources;
- Identify and assess principle strategic, financial, and operational risks associated with the YWP land use planning and capital development projects;
- Explore any identified capital funding opportunities and make recommendations to the Board;
- Review legal agreements (land use and funding partnerships) and make recommendations to the Board; and,
- Monitor and review progress of capital projects underway and make recommendations to the Board.

2017-18 Committee Report

The Planning and Development Committee met numerous times in the early part of this fiscal year to prepare the Request for Proposals for the next 10-year Master Plan. This Plan will provide detailed operational plans extending to fundraising, revenue generation, education and programming; as well as, landscape design, new buildings, and much more! This is the next step in envisioning for the sustainable future of YWP.

A detailed and descriptive RFP was sent to consultation companies in the Yukon, as well as, zoo planning companies around the world. We received and reviewed

4 proposals, along with a strong local proposal, 3 were from international companies specializing in zoological facility planning. All proposals included local partners. Following a thorough selection process the RFP was rewarded to **pja Architects + Landscape Architects** of Seattle, WA. We look forward to working with this knowledgeable and experienced crew.

The next major activity for this Committee is to secure funding to complete the Master Plan.

Prepared by Committee Chair:
Shawna Warshawski



Animal Care Report

Main Collection

Elk: 14
Moose: 3
Caribou: 13
Mule Deer: 56
Thinhorn sheep: 37
Rocky Mountain Goats: 25
Bison: 14
Muskox: 14

Lynx: 3
Arctic fox: 3
Red fox: 2
Peregrine Falcon: 2

Total of 186 Animals in Main Collection

Arrivals

(Born July 16, 2017-July 10, 2018)

Elk: 3 calves
Rocky mountain goats: 5 kids
Mule deer: 8 fawns

Departures

(Deceased July 16, 2017-July 10, 2018)

Rocky mountain goat: 1
Bison: 3 (collection management)
Lynx: 1
Mule deer: 3 (2 of which collection management)
Bald Eagle: 1



May 1997-December 2017

The second oldest lynx of known age in the world peacefully left our family in 2017.



Animal Care Committee

The goals of this Committee are to:

- Operate within the parameters of the Memorandum of Understanding with Yukon Government, Animal Health Unit;
- Regularly review and revise when required, YWPOS Policies and Protocols relevant to the delivering of animal care and management at the YWP ensuring:
 - Compliance with the needs and requirements of the Board of Directors and Staff
 - Compliance with the Yukon Societies Act
 - Compliance with the accreditation requirements of the Canadian Accredited Zoos and Aquariums (CAZA)
 - Compliance with applicable federal and territorial Acts and Regulations
- Provide recommendations for bylaw or policy changes to the Executive Committee for consideration.
- Provide comment and guidance on any proposed research or testing projects or teaching programs involving animals at the YWP;
- Provide comment and guidance on animals held for display or breeding purposes, research, teaching, or testing, except where current regulatory requirements provide exemptions.
- Be advised of other animal-based activities, such as commercial or recreational (contd on next page)

2017-18 Committee Report

The Committee membership consists of the Chair who is a member of and appointed by the YWPOS Board as well as three individuals who are member in good standing; the Executive Director of the Society and at least two members of the animal care staff; and the Yukon Government Chief Veterinary Officer who has ex-officio status. The Committee members are:

Shirley Adamson
Bill Klassen
Dave Mossop
Dr. Maria Hallock
Randy Hallock
Dr. Mary Vander Kop
Jake Paleczny

Throughout the preceding term the committee has:

- supported the transfer of four mountain goat kids to Parc Omega in Quebec;
- researched and implemented an improved option for public viewing of the birds infrastructure;
- reviewed and proposed to the YWPOS updates to the Committee Terms of Reference;
- supported the YWPOS in achieving CAZA unconditional accreditation for another five year period;
- supported the YWPOS in achieving an upgrade from SECOR to COR certification for a five year period;
- developed and recommended to the YWPOS its 2018-19 Animal Collection Plan;
- has undertaken and is continuing a thorough review of Policy AC19 – Animal Acquisition/Disposition with an

intent to separate acquisition and disposition;

- has undertaken and is continuing a thorough review of the YWPOS Transaction Agreement with the intent to improve the template;
- has supported the YWPOS Research Committee in recommending approval of a research application for research to "...observe and photograph the Preserve's 22 goats from May to August 2018 to document the chronology of their hair shedding...";
- is researching with the intent to develop a "decision matrix" as a tool to assist the decision making process with regards to requests to the YWPOS for animals;
- in consideration of the lynx in the YWPOS Collection being at capacity preventing acceptance from the wild, has undertaken research on collecting and storing semen to ensure the survival of the valuable genetics of the male lynx in the Collection.
- has researched for recommendation to the YWPOS the transfer of mountain goats kids to the Grouse Mountain Refuge for Endangered Wildlife.

Respectfully submitted by Committee Chair: Shirley Adamson



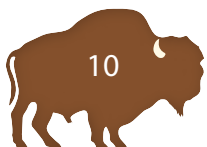
- activities, within an institution, and to work with responsible persons to ensure appropriate animal care and use is undertaken in accordance to appropriate procedures and protocols;
- Require all animal users and researchers to present detailed information on animal use protocols and procedures to be employed on animals from the YWP and to animals on the YWP.



Top left: RMG kids(3) were transferred to Parc Omega, Quebec in November 2017; 2018 kids will be transferred to Grouse Mountain Wildlife Refuge Center, BC and Parc Omega, Quebec in the fall of 2018.

Middle: YWP animal care internship: 14 students in summers 2017-2018

Top right: Fresh produce for collection animal all year around!



Wildlife Rehabilitation Report

Species	Released	Deceased/ Euthanized	WRRC residents
Migratory Species:	28	3	4
Kingfisher		1	
American robin		1	1
Tree swallow	12		
Pine Grosbeak	7		
Sparrow	1		
Three-toed woodpecker	1		
Spotted sandpiper	2		
Mew gull	1		
Thrush	4		1
Canada goose		1	1
Mallard duck			1
Yukon Species:	10	1	4
Raven	2		
Northern Goshawk	1		
Red Tail Hawk			
Canada lynx	1		
Red fox	1		
Great Horned Owl	1		
Bald Eagle	1	1	
Flying Squirrels	2		1
Red squirrels			3
Boreal owl	1		



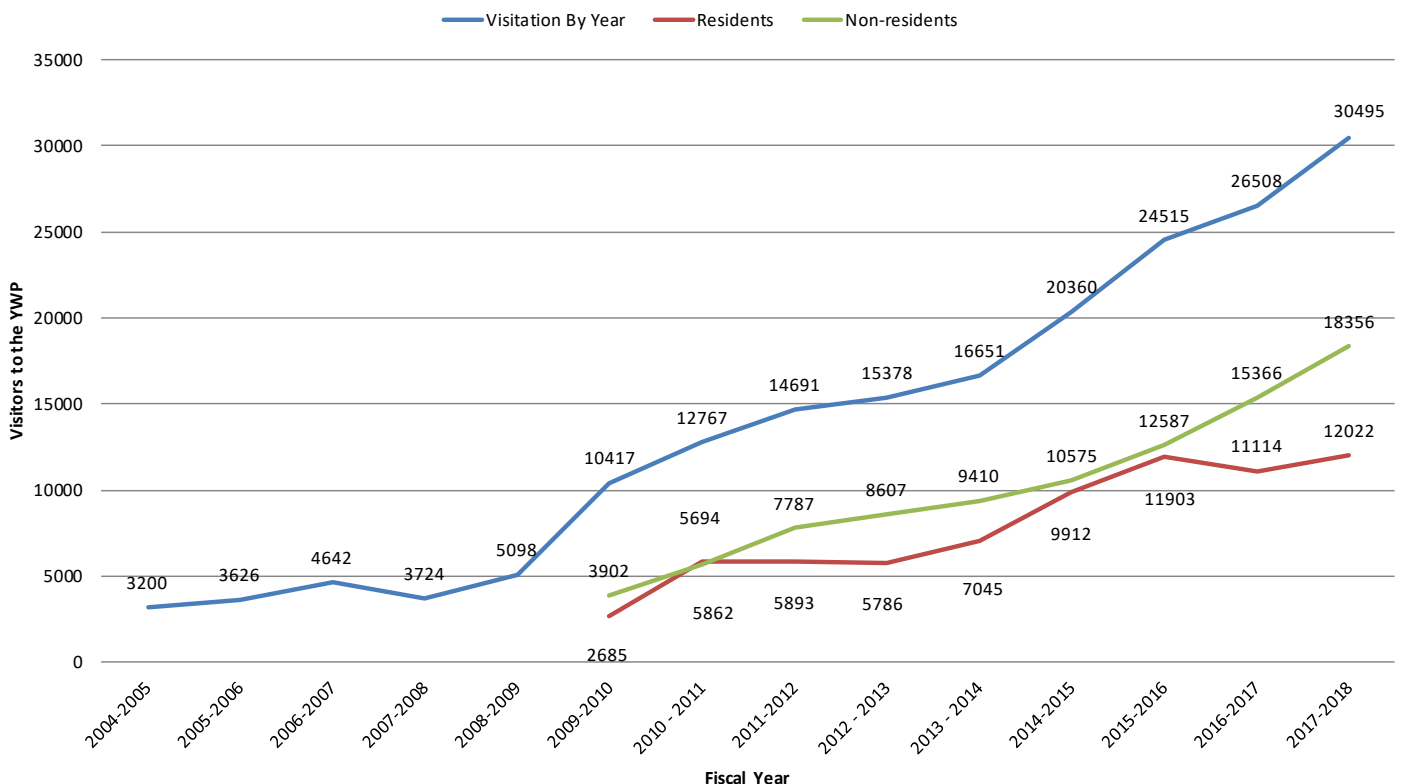
Visitor Services Report



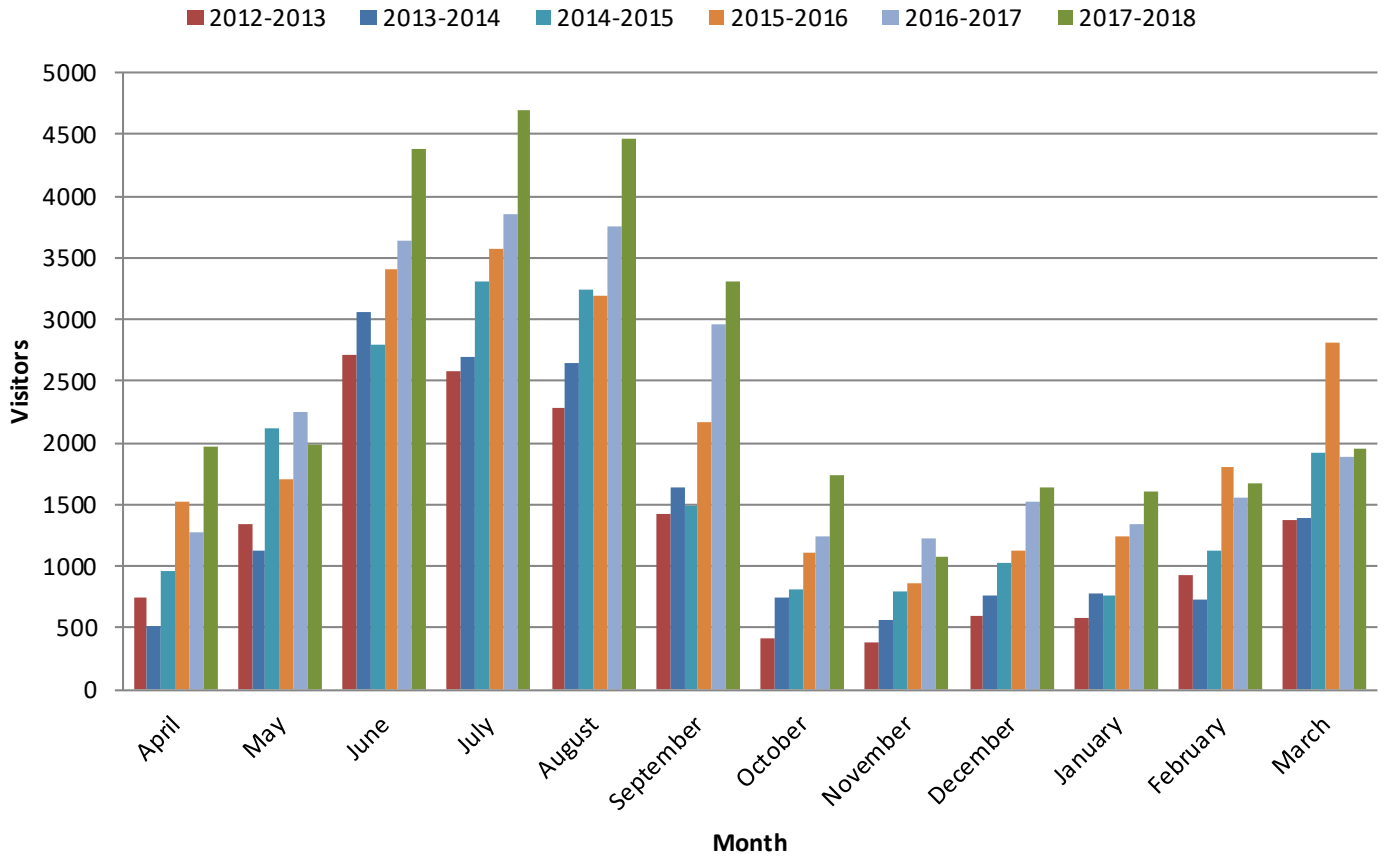
15% Growth in Visitation

- Growing tourism in the Yukon is supporting larger growth in non-resident visitors;
- Yukoner visitation continues to grow positively;
- Visitation for June, July and August 2017 surpassed total yearly visitation for 04/05, 05/06, and 07/08;
- Most visitors (57%) walk, bike or ski.
- Through partnership with the Preserve, local tour operators offered "Self guided" tours to nearly 4,000 visitors (mainly in the winter).
- YWP "step on" to visiting buses and coaches with pre-booking.
- We expanded Exclusive Experiences to be available to public with good effect (early on it was piloted through just a few partners).
- Yukoners are almost 1/2 of our visitors. Canadian's (including Yukoners) make up almost 3/4.

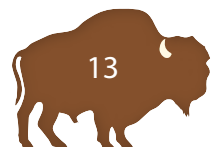
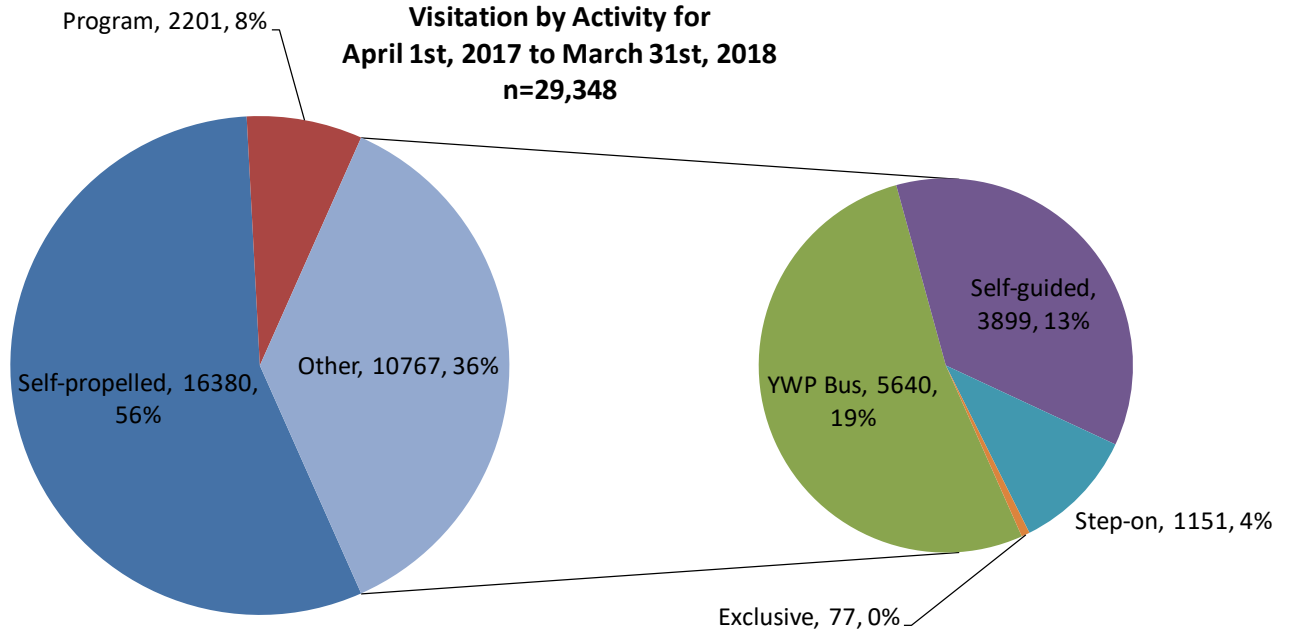
YWP Visitation by Fiscal Year: 2004 to Present



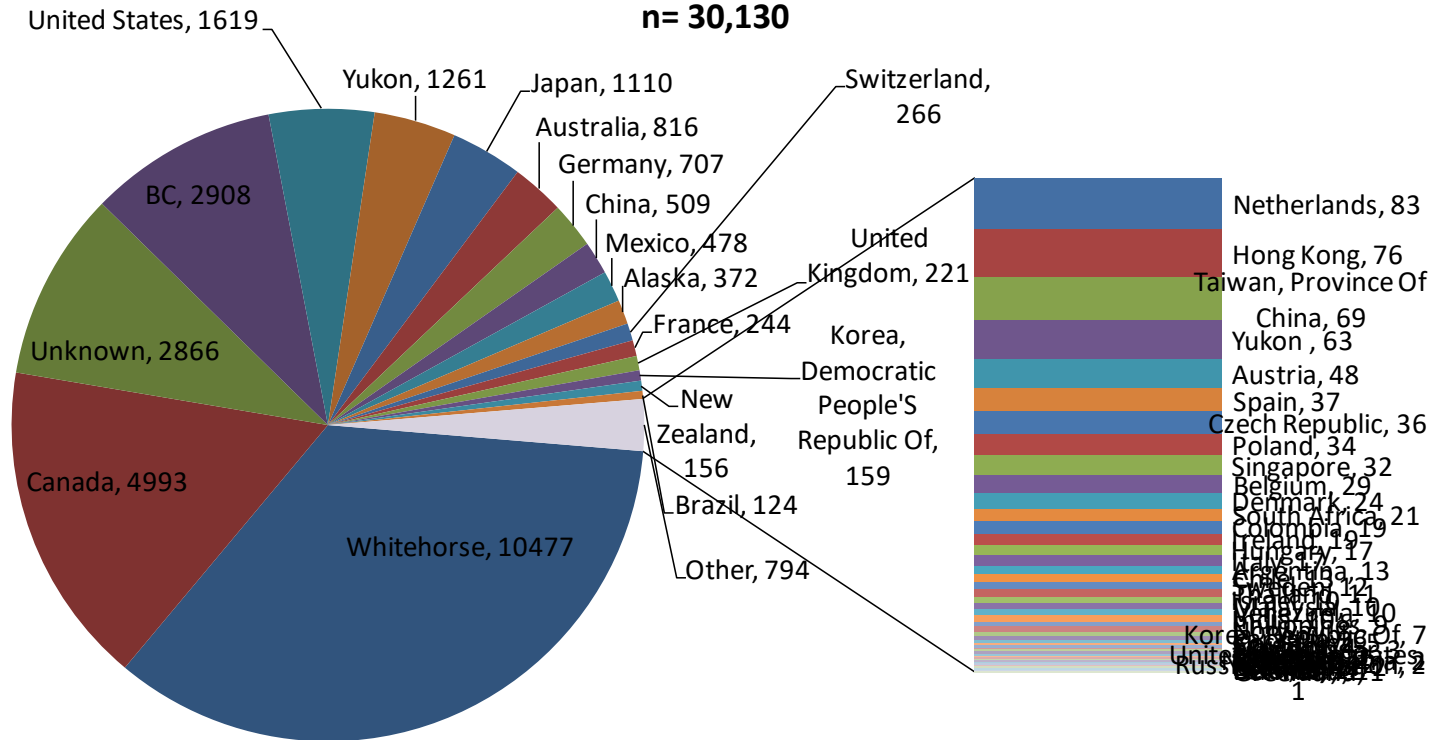
Visitors by Month (according to Fiscal Year)



Visitation by Activity for April 1st, 2017 to March 31st, 2018 n=29,348



Total Visitors by Area of Origin
April 1st, 2017 to March 31st, 2018
n= 30,130



Retail Highlights

- 25.9% increase in sales from 16/17 to 17/18;
- introduced new species to the best-selling stuffies product;
- introduced a brand-new postcard series reflecting the seasonal changes;
- despite limitations to the space, sales continue to increase.



Film and Photography

- Increased demand for commercial film and photography in 2017-18 - but also from semi-pro/amateur hobbyists
- YWP was the destination draw for two premium week long photo tours. These tours, led by Kevin Pepper Photography / Meunch Workshops, were sold and anchored on the Preserve's ability to deliver exceptional wildlife photography.
- Current caliber of staff have made this possible and provide exceptional experiences to clients;
- One group to note in particular is Kevin Pepper Photography, a professional photographer guide who brought two separate groups to the Yukon for an YWP photo tour that spanned all day, multiple days and even made use of the Learning Centre.
- YWP has a great opportunity to expand this program and is undertaking a review and update of the program.



Education and Programming Report

Spring School Programs

- This session of school programming marked the end of a two-year funding agreement, signed in 2015, which outlined the YWP delivery of school programs with funding from the Department of Education.
- The Yukon Wildlife Preserve provided outdoor, experiential programs to 848 students between May 18th, 2017 and June 15th, 2017.
- In the spring of 2017, programs were designed in anticipation of a continuing implementation of a new curriculum for Yukon schools. Programs were focused on kindergarten, grade 1 and grade 4.
- Overall, booking in 2017 (948 students) was up from 2016 (842 students). We were booked to approximately 91% capacity.
- Overall, both teachers and students rated their experiences very positively. 45 (95.7%) of teachers surveyed reported that the programming met their expectations (n=47).



Swan Haven

- In 2017, the Yukon Wildlife Preserve booked and facilitated Swan Haven school programs on behalf of Environment Yukon's Wildlife Viewing Program
- Between April 5th and April 25th 2017, 497 students participated in outdoor, experiential programs on the importance of early season open water for Swan Migration.
- The Yukon Wildlife Preserve programming staff provided students in Whitehorse and Yukon communities with innovative, curriculum-based, outdoor programs at Swan Haven on M'Clintock Bay at Marsh Lake
- Overall, both teachers and students rated their experiences positively. A total of 24 (n=24) teachers reported that the programming met their expectations (100%)



Nature Camps

- From June 26th to August 18th 2017 the YWP ran 8 weeks of experiential, outdoor based Nature camps. Each week a Discovery camp (ages 6 to 9) and an Explorer camp (ages 10 to 14) were run, for a total of 16 camps.
- 5 different camp themes were offered throughout the summer for each age group
- 164 kids participated in summer Nature camps out of a possible 176 (93% capacity).

Fall School Programs

- In fall 2017, the Yukon Wildlife Preserve signed a 1-year funding agreement with the Department of Education encompassing one fall/winter and one spring school program sessions for 2017 and 2018, respectively.
- The Yukon Wildlife Preserve provided outdoor experiential programs to 321 students between November 9th, 2017 and December 14th, 2017.
- The fall school programs include a half day grade 2 program about how animals survive winter, a full-day grade 7 program which explores the significance of caribou in the Yukon, and a grade 9 half day program which investigates sexual reproduction in Yukon species.
- Overall participation in 2017 (321) was down from 2016 (346 students). Our grade 2 and 7 programs underwent significant improvements to better align them with new curriculum. We were able to test these improvements this session and received positive feedback on the updates



Education Committee

The goals of this Committee are to:

- To oversee the development of exceptional educational experiences by the YWP, including formal educational programs, informal educational activities, outreach programs and public programs.
- To oversee the development of exceptional visitor experiences at the YWP.
- To evaluate educational program goals, merit and effectiveness.
- To encourage multidisciplinary educational opportunities.
- To collaborate with other groups and institutions to deliver educational experiences that align with the mandate and mission of the YWP.



2017-18 Committee Report

The Education Committee was relatively inactive during 2018 following the intensive, and impressive, work completed by the YWP Staff to meet the many requirements for CAZA accreditation (e.g. Development of an Education Plan). In 2018, the Committee decided to meet on an 'ad hoc' or 'as required' basis rather than a regularly scheduled meeting due to changing demand.

Looking forward: The Committee has recently had some initial brainstorming discussions about the desire to incorporate more First Nations perspectives within Education and Interpretive programming, particularly through utilization of traditional knowledge experts (e.g. Elders) as guest speakers, presenters, contributors, etc. There is much potential to highlight local culture and merge

additional First Nations' perspectives into the excellent educational and interpretive programming that currently exists. We hope to continue these discussions, develop some strategies and pursue opportunities on this front.

Finally, a big 'shout out' to the amazing staff who develop and deliver the educational and interpretive programming (e.g. day-to-day tours, special events and the summer camps). We're fortunate to have such knowledgeable, professional and passionate staff to be the 'human' faces that people get to see as they visit the YWP and its 'animal' residents.

Prepared by Committee Chair:
Chris Evans

Research Committee

The goals of this Committee are to:

- Develop a research strategy for the YWP, within the framework approved by the Board of Directors and as established in the Master Plan
- Keep under review, research activities of the YWP in order to encourage and facilitate research of the highest quality
- Ensure that research undertaken by institutions or groups operating at the YWP, is conducted in an ethically-sound manner, in accordance with the YWP and CAZA policies and procedures
- Identify grant or research funding opportunities and to work with the Executive Committee and Staff to develop proposals
- Identify potential research partners, academic institutions, and other stakeholders that serve to increase the value and quality of research conducted out of the YWP
- Ensure that any and all research activities are revenue generators for YWPOS (or at a minimum our cost-neutral).

2017-18 Committee Report

The YWPOS Research Committee was established in July 2016. Members include Katelyn Friendship and Chris Evans (Co-Chairs), Dr. David Mossop (Yukon College), Dr. Fiona Schmiegelow (Yukon College/University of Alberta), Greg Meredith, Jake Paleczny, and Dr. Maria Hallock.

In 2017/2018 the Research Committee met on an as needed basis. Major activities included review of research proposals, the finalization of a Research Policy and the development and use of a research application form for external researchers. The Committee also developed a template to track research activities on the Preserve and hopes to use it as a record-keeper for research activities and outcomes.

The Committee looks forward to the coming year and supporting

any research needs that may arise, including the review of research applications; helping to identify potential research partners, academic institutions, and other stakeholders that serve to increase the value and quality of research conducted out of the YWP; continuing to support and promote citizen science at the Preserve and continue to explore the research potential of citizens' science initiatives; continue working with students to assist with research activities including aggregating YWP research into an annotated bibliography and revising data sheets (citizen science); and to explore options for a "Resources/Research" section on the new YWPOS website.

Prepared by Committee Chair:
Katelyn Friendship



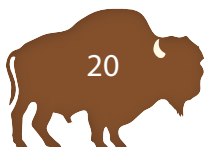


Ex-Officio Report

During 2017-18 Environment Yukon worked collaboratively with the Board of Directors to develop a new Operational Funding Agreement that provides \$1,422,500 over two years beginning April 1, 2018. The agreement provides stable funding in order to manage and operate the Preserve while providing a high standard of animal care in a safe, secure natural environment. The two year term was mutually agreed upon to coincide with the development of a comprehensive new

master plan scheduled for completion by the end of March 2020.

During 2017-18, Environment Yukon also contributed capital funding in the amount of \$128,000 to enable the replacement of the existing hay barn and feed storage facility with a suitable building and composting facility. The completed project provides improved feed storage sheltered from the elements and allows for on-site composting of organic waste.



Appendixes

Following this report you will find:

- Proposed Agenda for the AGM;
- 2017 AGM Minutes (for approval at 2018 AGM);
- 2017-18 Financials.



Minutes

Present:

- 1.0 Call to Order
- 2.0 Approval of Agenda:
- 3.0 Approval of July 13, 2017 AGM Minutes:
- 4.0 Annual Report:
 - President's Report: Alexandra Tait (see separate document)
 - o Motion to accept:
 - Treasurer's Report:
 - o Motion to accept Treasurer's Report :
 - o Motion to Waive Audit Requirements:
 - Committee Reports:
 - o Motion to accept Committee Reports:
- 7.0 New Business:
- 8.0 Elections
 - o Motion to approve the election roster:
- 9.0 Adjournment:

Minutes

Present:

- Board Members: Alexandra Tait, President and Chair; Shawna Warshawski, 1st Vice President; Kristine Hildebrand, Treasurer; Katelyn Friendship, Director; Jessie Dawson, Director; Shirley Adamson, Director; Ed van Randen, YTG ex-officio (7 of 12)
- Staff: Greg Meredith, Executive Director; Maria Hallock, Wildlife Curator; Jake Paleczny, Director of Programming & Education; (3 of 5)
- Members: Steve Smyth, Helene Girardeau, Steve Parker, Marion Taylor, Christian Klein (5 of approx. 2,000)
- Non-Members: Norm Adamson, Petra McDougall, Sheila Downey, Bookkeeper (scribe)
- Absent: too many to list.

1.0 Call to Order: 5:19 pm

2.0 Approval of Agenda: Motion to accept agenda – Shawna Warshawski, Katelyn Friendship, All in favour.

3.0 Approval of June 16, 2016 AGM Minutes: Motion to Approve Minutes - Katelyn Friendship, Christian Klein, All in favour.

4.0 Officers' Reports:

- President's Report: Alexandra Tait (see separate document)
 - Motion to accept President's Report as presented – Chris Evans, Steve Smyth, All in favour.
- Treasurer's Report:
 - Kristine Hildebrand, Treasurer presented the 2017 year-end Financial Report (see separate document)
 - Kristine Hildebrand, Treasurer, presented the Treasurer's Report (see separate document)
 - Motion to accept Treasurer's Report as presented – Katelyn Friendship, Shawna Warshawski, All in favour
 - Motion to Waive Audit Requirements – Shawna Warshawski, Steve Smyth, All in favour

5.0 Committee Reports (see separate document):

Alexandra gave an overview of the Committees and their reports.

- Motion to accept Committee Reports as presented – Steve Smyth, Christian Klein, All in favour

6.0 Management Teams' Reports (see separate document):

- Operations Report: Greg presented staff, gave a summary of the projects and milestones throughout the year.
- Visitor Services Report: Jake presented an overview of statistics, demographics, special events and programs.
- Animal Care Report: Maria presented an overview of the collection, management plan, and rehabilitation activities.

7.0 New Business: None



8.0 Elections

See attached document

- Motion to approve the election roster – Chris Evans, Shawna Warshawski, All in favour.

9.0 Adjournment: 6:58 pm

2017 YWPOS AGM – NOMINATING COMMITTEE REPORT

1. Departing Directors – Term Completed &/or Resigned from Board
 - Lacia Kinnear – resigned
 - Ed van Randen – taking 1 year sabbatical from YWPOS Board (will be back)

- ## 2. Interim Appointed Directors:

- n/a

3. Continuing Terms (1-year remaining):

- Brooke Rudolph
- Shawna Warshawski
- Mike Kokiwi
- Chris Evans
- Kirk Cameron
- Katelyn Friendship

4. Nominations for Student Representative (1-year term):

- none ? ?

- #### 5. Directors Seeking Re-Election:

- Alexandra de Jong Westman – for 2 year term
- Kristine Hildebrand – for 2 year term
- Shirley Adamson – for 1 year term
- Jessie Dawson – for 1 year term

6. New Nominations for Board (Elections Required – all 2 year terms):

- none (2-year term)
- _____ (2-year term)
- _____ (2-year term)
- _____ (2-year term)

7. Continuing Non-Voting Board Members:

- Darrell March – Non-Voting Representative
- Environment Yukon Representative – Non-Voting Representative

8. Resulting Ratio for 2017-2018:

- 2 to fulfill a 2-year term
- 8 to fulfill a 1-year term
- 2 continuing non-voting

Signed as actual and true:

Signature:

e: Adelberg Westman

Name: Alexandra de Jong Westman Tait

Title: President

Date: July 13th, 2017

Yukon Wildlife Preserve Operating Society
Financial Statements
Year Ended March 31, 2018
(Unaudited)

Yukon Wildlife Preserve Operating Society
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Year Ended March 31, 2018
(Unaudited)

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INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Yukon Wildlife Preserve Operating Society

I have reviewed the statement of financial position of Yukon Wildlife Preserve Operating Society as at March 31, 2018 and the statements of revenues and expenditures, changes in net assets and cash flow 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.

Practitioner's Responsibility

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

Basis for Qualified Conclusion

In common with many charity organizations, the society derives funds from donations and fundraising, the completeness of which are not susceptible to satisfactory review. Accordingly, my review of donations and fundraising was limited to amounts recorded in the records of the society and I was not able to determine whether any adjustments might be necessary to revenues, deferred revenues and asset balances.

Conclusion

Based on my review, except for the effects of donations and fundraising, as described in the Basis for Qualified Conclusion paragraph, nothing has come to my attention that causes me to believe that these financial statements do not present fairly, in all material respects, the financial position of Yukon Wildlife Preserve Operating Society as at March 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with the Canadian accounting standards for not-for-profit organizations.

Whitehorse, Yukon
July 13, 2018



CHARTERED PROFESSIONAL ACCOUNTANT

Yukon Wildlife Preserve Operating Society**Statement of Financial Position****March 31, 2018***(Unaudited)*

	2018	2017
ASSETS		
CURRENT		
Cash	\$ 175,706	\$ 114,552
Accounts receivable	53,679	29,261
Inventory	55,716	52,178
Goods and services tax recoverable	4,020	1,349
Prepaid expenses	24,397	25,478
	<u>313,518</u>	<u>222,818</u>
PROPERTY AND EQUIPMENT (Note 4)	<u>446,518</u>	<u>268,727</u>
	<u>\$ 760,036</u>	<u>\$ 491,545</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 85,711	\$ 71,240
Current portion of deferred revenue (Note 7)	46,474	55,474
Wages payable	35,889	13,637
Employee deductions payable	16,299	3,037
Current portion of long term debt (Note 5)	9,286	18,571
	<u>193,659</u>	<u>161,959</u>
LONG TERM DEBT (Note 5)	-	9,286
DEFERRED REVENUE (Note 6)	<u>319,365</u>	<u>152,737</u>
	<u>513,024</u>	<u>323,982</u>
NET ASSETS		
Unrestricted	(199,507)	(101,164)
Invested in capital assets	<u>446,519</u>	<u>268,727</u>
	<u>247,012</u>	<u>167,563</u>
	<u>\$ 760,036</u>	<u>\$ 491,545</u>

ON BEHALF OF THE BOARD_____
*Director*_____
Director

Yukon Wildlife Preserve Operating Society
Statement of Revenues and Expenditures
Year Ended March 31, 2018
(Unaudited)

	2018	2017
REVENUES		
Government of Yukon (Note 9)	\$ 815,632	\$ 746,417
Government of Canada (Note 8)	12,346	18,535
Revenue from operations	400,797	325,308
Membership fees	33,751	35,697
Current portion of deferred capital revenue (Note 7)	30,157	24,250
Fundraising & other	19,598	9,376
Donation & sponsorship	11,361	31,761
Special project revenue	-	35,099
	<u>1,323,642</u>	<u>1,226,443</u>
EXPENSES		
Advertising and promotion	33,285	39,867
Amortization	59,880	54,129
Animal care	21,267	19,493
Animal feed	111,008	117,382
Bookkeeping	30,064	-
Equipment rentals	7,360	7,160
GST expense (recovery)	(425)	4,172
Insurance	30,906	29,403
Interest and bank charges	11,848	9,245
Meetings and conferences	9,494	6,747
Memberships and licenses	10,181	8,942
Merchandise	23,795	9,561
Office	11,618	11,074
Professional fees	12,218	10,050
Repairs and maintenance	43,875	29,037
Salaries and wages	702,995	665,106
Special projects	7,359	66,187
Supplies	20,440	23,664
Telephone	10,776	14,498
Utilities	40,576	32,386
Vehicle	45,673	36,855
	<u>1,244,193</u>	<u>1,194,958</u>
EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS	79,449	31,485
OTHER INCOME		
Gain on disposal of assets	-	9,000
EXCESS OF REVENUES OVER EXPENSES	\$ 79,449	\$ 40,485

Yukon Wildlife Preserve Operating Society**Statement of Changes in Net Assets****Year Ended March 31, 2018***(Unaudited)*

	Unrestricted	Invested in capital assets	2018	2017
NET ASSETS - BEGINNING OF YEAR	\$ (101,164)	\$ 268,727	\$ 167,563	\$ 127,078
EXCESS OF REVENUES OVER EXPENSES	79,449	-	79,449	40,485
Capital asset additions	(237,671)	237,671	-	-
Amortization of capital assets	59,879	(59,879)	-	-
NET ASSETS - END OF YEAR	\$ (199,507)	\$ 446,519	\$ 247,012	\$ 167,563

Yukon Wildlife Preserve Operating Society

Statement of Cash Flow

Year Ended March 31, 2018

(Unaudited)

	2018	2017
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 79,449	\$ 40,485
Items not affecting cash:		
Amortization	59,880	54,129
Amortization of deferred capital funding	(30,157)	(21,191)
Gain on disposal of property and equipment	-	(9,000)
	<u>109,172</u>	<u>64,423</u>
Changes in non-cash working capital:		
Accounts receivable	(24,418)	(4,537)
Inventory	(3,538)	(3,822)
Accounts payable	14,470	24,552
Prepaid expenses	1,081	6,830
Goods and services tax payable	(2,671)	(2,620)
Wages payable	22,252	6,122
Employee deductions payable	13,262	2,522
Current portion of deferred revenue	(9,000)	(4,993)
	<u>11,438</u>	<u>24,054</u>
Cash flow from operating activities	<u>120,610</u>	<u>88,477</u>
INVESTING ACTIVITIES		
Purchase of property and equipment	(237,671)	(132,500)
Proceeds on disposal of equipment	-	9,000
Funding received for capital asset purchases	<u>196,786</u>	<u>110,734</u>
Cash flow used by investing activities	<u>(40,885)</u>	<u>(12,766)</u>
FINANCING ACTIVITY		
Repayment of long term debt	<u>(18,571)</u>	<u>(18,570)</u>
INCREASE IN CASH FLOW	61,154	57,141
Cash - beginning of year	<u>114,552</u>	<u>57,411</u>
CASH - END OF YEAR	\$ 175,706	\$ 114,552

Yukon Wildlife Preserve Operating Society

Notes to Financial Statements

Year Ended March 31, 2018

(Unaudited)

1. Nature of operations

Yukon Wildlife Preserve Operating Society (the "society") is a not-for-profit organization and registered charity operating in the Yukon. As a registered charity the society is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The society operates to promote knowledge and foster appreciation of arctic and boreal ecology through the creation of a centre of northern education, conservation and research excellence at the Yukon Wildlife Preserve. The society manages and operates the preserve on behalf of the property and animal owner, the Yukon Government.

2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Revenue recognition

Yukon Wildlife Preserve Operating Society 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.

Funding received for the purchase of capital assets is deferred and amortized at the same rate as the related capital asset.

Donated goods

The work of the society is assisted by the donation of supplies and services of members of the community. Since these items are not normally purchased by the society and because of the difficulty in determining fair value, donated services and supplies are not recognized in these financial statements.

Related party transactions

Related party transactions are measured at the exchange amount, which is the amount agreed upon by both parties.

Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis.

(continues)

Yukon Wildlife Preserve Operating Society

Notes to Financial Statements

Year Ended March 31, 2018

(Unaudited)

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Property and equipment

Property and equipment is stated at cost or deemed cost less accumulated amortization. Property and equipment is amortized over its estimated useful life at the following rates and methods:

Buildings	4%	declining balance method
Office equipment	20%	declining balance method
Farm equipment	20%	declining balance method
Other equipment	20%	declining balance method
Fencing	20%	declining balance method
Vehicles	30%	declining balance method
Computer equipment	50%	declining balance method
Leasehold improvements	10 years	straight-line method

The society regularly reviews its property and equipment to eliminate obsolete items. Government grants are amortized over the life of the related asset.

Property and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

The society operates on land owned by the Yukon Government. The society receives funding for capital asset expenditures such as buildings and fencing, which are fixed in place. When those expenditures are made, they are recorded as assets in the records of the society, but if the society were to discontinue operations, the Yukon Government would maintain ownership of the assets.

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 revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

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 unrealized 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.

Yukon Wildlife Preserve Operating Society
Notes to Financial Statements
Year Ended March 31, 2018
(Unaudited)

4. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2018 Net book value	2017 Net book value
Buildings	\$ 166,480	\$ 12,196	\$ 154,284	\$ 31,852
Motor vehicles	248,383	221,472	26,911	38,444
Computer equipment	28,432	26,710	1,722	2,795
Other machinery and equipment	117,482	71,319	46,163	56,759
Furniture and fixtures	13,123	10,930	2,193	2,741
Leasehold improvements	230,239	35,326	194,913	110,721
Farm equipment	68,160	55,804	12,356	15,444
Fencing	16,399	8,423	7,976	9,971
	<u>\$ 888,698</u>	<u>\$ 442,180</u>	<u>\$ 446,518</u>	<u>\$ 268,727</u>

In the current year, the leasehold improvements consisted of landscaping at a cost of \$68,810, continuation of work on the goat fence at a cost of \$20,507, and purchase and install of a garage door for \$17,900.

5. LONG TERM DEBT

	2018	2017
Financing for purchased equipment, monthly payments of \$1,548, 0% interest, maturing in October 2018.	\$ 9,286	\$ 27,857
	<u>9,286</u>	<u>27,857</u>
Amounts payable within one year	<u>(9,286)</u>	<u>(18,571)</u>
	<u>\$ -</u>	<u>\$ 9,286</u>

6. DEFERRED REVENUE

Funding received for the purchase of capital assets is deferred and amortized over the life of the asset. The following table shows a breakdown of long term deferred revenue.

	2018	2017
Leasehold improvements	\$ 151,601	\$ 99,660
Other equipment	26,958	33,697
Small buildings	14,535	15,141
Field house furniture	3,391	4,239
Hay barn	122,880	-
	<u>\$ 319,365</u>	<u>\$ 152,737</u>

Yukon Wildlife Preserve Operating Society**Notes to Financial Statements****Year Ended March 31, 2018***(Unaudited)***7. CURRENT PORTION OF DEFERRED REVENUE**

Current deferred revenue represents amounts collected in the year that are for projects (other than capital) or programs that occur subsequent to year end.

	2018	2017
Yukon Government funding	\$ -	\$ 14,010
Deposits collected for nature camps	34,934	30,134
Membership fees	11,540	11,330
	<u>\$ 46,474</u>	<u>\$ 55,474</u>

8. GOVERNMENT OF CANADA FUNDING

The society received funding from the following federal departments and branches:

	2018	2017
Employment and Social Development Canada	\$ 12,346	\$ 9,084
CANNOR	-	94,508
Subtotal	12,346	103,592
Deferred to subsequent years	-	(85,057)
	<u>\$ 12,346</u>	<u>\$ 18,535</u>

9. YUKON GOVERNMENT FUNDING

The society received funding from the following territorial departments and branches:

	2018	2017
Department of Tourism and Culture	\$ 11,637	\$ 14,446
Department of the Environment	899,183	700,565
Department of Economic Development	69,154	12,911
Department of Education	32,444	48,625
Subtotal	1,012,418	776,547
Deferred to subsequent years	(196,786)	(30,130)
	<u>\$ 815,632</u>	<u>\$ 746,417</u>

10. ECONOMIC DEPENDENCE

The society is dependent upon the Yukon Government for funding its operations.

11. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

Yukon Wildlife Preserve Operating Society**Government of Yukon operational funding revenue and expenses****(Schedule 1)****Year Ended March 31, 2018***(Unaudited)*

	2018
Government of Yukon funding	
Operational funding	\$ 700,061
Capital maintenance and upgrades	<u>54,122</u>
	<u>754,183</u>
EXPENSES	
Advertising and promotion	521
Animal care	2,398
Capital maintenance and upgrades	28,943
Feed	77,952
Freight and transportation	51,349
Insurance	31,855
Interest and bank charges	2,894
Licenses, fees and dues	12,697
Meetings and training	12,122
Professional fees	37,133
Repairs and maintenance	21,273
Supplies	13,990
Telephone and utilities	39,679
Vehicle fuel	31,294
Veterinary costs	15,646
Wages and salaries	<u>402,855</u>
	<u>782,601</u>
LOSS FROM OPERATIONS	<u>\$ (28,418)</u>

This schedule has been provided by the society as an addition to the reviewed financial statements.