

**CANADIAN INSTITUTE OF  
TRANSPORTATION ENGINEERS  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED AUGUST 31, 2025  
(UNAUDITED)**

# ***Wilkinson Rogers LLP***

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## **INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT**

### **To the members of Canadian Institute of Transportation Engineers**

We have reviewed the accompanying financial statements of Canadian Institute of Transportation Engineers that comprise the statement of financial position as at August 31, 2025 and the statements of operations and changes in fund balance and cash flows 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**

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us 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, we do not express an audit opinion on these financial statements.

### **Conclusion**

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Canadian Institute of Transportation Engineers as at August 31, 2025, 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.

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CHARTERED PROFESSIONAL ACCOUNTANTS, LICENSED PUBLIC ACCOUNTANTS

"UNAUDITED"

London, Ontario

DATE

**CANADIAN INSTITUTE OF TRANSPORTATION ENGINEERS**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT AUGUST 31, 2025**

	2025	2024
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash	\$ 143,883	\$ 239,386
Investments (note 3)	323,092	298,445
Prepaid expenses	14,694	19,694
	<u>481,669</u>	<u>557,525</u>
<b>LONG-TERM INVESTMENTS (note 3)</b>	<u>91,226</u>	<u>-</u>
	<u><u>\$ 572,895</u></u>	<u><u>\$ 557,525</u></u>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 15,690	\$ 24,242
Harmonized sales tax payable	14,742	22,362
Unearned revenue	4,665	2,759
	<u>35,097</u>	<u>49,363</u>
<b>FUND BALANCE</b>		
<b>OPERATING</b>	<u>537,798</u>	<u>508,162</u>
	<u><u>\$ 572,895</u></u>	<u><u>\$ 557,525</u></u>

Approved by:

Director: \_\_\_\_\_

Director: \_\_\_\_\_

(see accompanying notes to the financial statements)

"UNAUDITED"

**CANADIAN INSTITUTE OF TRANSPORTATION ENGINEERS**  
**STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE**  
**FOR THE YEAR ENDED AUGUST 31, 2025**

	2025	2024
<b>REVENUE</b>		
Annual conference	\$ 425,726	\$ 438,631
Other revenue (note 6)	159,832	180,615
Membership dues	101,051	90,599
Advertising	82,325	103,550
	<u>768,934</u>	<u>813,395</u>
<b>EXPENSES</b>		
Annual conference	315,152	242,017
Wages and benefits	125,243	118,817
Section rebates and dues distribution	104,096	99,639
Technical initiatives	30,391	14,922
Awards and scholarships (note 4)	30,332	108,176
Training	26,250	33,830
Executive expenses	23,068	30,038
Professional fees	21,053	21,119
Director expenses	10,911	16,094
Student chapter support	10,481	3,102
Traffic bowl	10,315	10,209
Office and telecommunication	8,616	8,969
CITE appointees	7,737	10,642
Insurance	6,030	5,028
Bank charges	5,873	7,255
Communications	2,925	3,336
Administration	825	4,641
Merchandise	-	85
	<u>739,298</u>	<u>737,919</u>
<b>EXCESS OF REVENUE OVER EXPENDITURES</b>	<b>29,636</b>	<b>75,476</b>
<b>FUND BALANCE - Beginning</b>	<b>508,162</b>	<b>432,686</b>
<b>FUND BALANCE - Ending</b>	<b>\$ 537,798</b>	<b>\$ 508,162</b>

(see accompanying notes to the financial statements)

**CANADIAN INSTITUTE OF TRANSPORTATION ENGINEERS**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED AUGUST 31, 2025**

	2025	2024
<b>OPERATING ACTIVITIES</b>		
Revenue over expenditures	\$ 29,636	\$ 75,476
Changes in non-cash working capital:		
Accounts receivable	-	8,539
Prepaid expenses	5,000	3,903
Accounts payable and accrued liabilities	(8,550)	(44,094)
Unearned revenue	1,906	1,112
Harmonized sales tax payable	(7,620)	17,356
Cash flow from operating activities	<u>20,372</u>	<u>62,292</u>
<b>INVESTING ACTIVITIES</b>		
Reinvested interest	(7,022)	(4,810)
Purchase of investments	(90,000)	(10,000)
Change in fair market value of investments	<u>(18,853)</u>	<u>(26,193)</u>
Cash flow used by investing activities	<u>(115,875)</u>	<u>(41,003)</u>
<b>NET INCREASE (DECREASE) IN CASH DURING THE YEAR</b>	<b>(95,503)</b>	<b>21,289</b>
<b>CASH - Beginning</b>	<u>239,386</u>	<u>218,097</u>
<b>CASH - Ending</b>	<u><u>\$ 143,883</u></u>	<u><u>\$ 239,386</u></u>

(see accompanying notes to the financial statements)

"UNAUDITED"

**CANADIAN INSTITUTE OF TRANSPORTATION ENGINEERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2025**

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**1. PURPOSE OF THE ORGANIZATION**

The Canadian Institute of Transportation Engineers Inc./ Institute Canadian Des Ingenieurs En Transports (the "Institute") was incorporated under the Canada Not-for-Profit Corporation Act on October 31, 2017. Prior to incorporation, the Institute operated as an unincorporated member organization.

The Institute is composed of over 2,000 transportation engineers, planners, technologists and students across Canada. The Institute is a non-profit organized to promote the professional development of its members, support and encourage education, stimulate research, develop public awareness programs and service as a conduit for the exchange of professional information in the field of transportation and traffic engineering. The Institute is exempt from income tax under Section 149 of the Income Tax Act.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Institute have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (ASNPO). The following is a summary of the significant accounting policies.

a) Revenue recognition

The Institute earns revenue from membership dues, conference registration, advertising and income on investments. The Institute follows the deferral method for accounting for contributions.

Membership dues and conference registration fees are set annually and are recognized as revenue in the fiscal year they relate.

Advertising, training and publication revenue is recognized in revenue in the period in which the services are provided. Payments made for future conferences is recorded as unearned revenue.

Investment income includes interest, dividends and gains and losses. Investment income is recognized on the accrual basis.

b) Cash and cash equivalents

Cash consists of cash on hand, cash on deposit and cheques issued and outstanding.

c) Foreign currency transactions

The organization uses the temporal method to translate its foreign currency transactions. Monetary assets and liabilities are translated at the rate of exchange in effect at year-end. Items appearing in the statement of operations are translated at the rate in effect on the date of the transaction. Exchange gains and losses are included in the statement of operations.

d) Donated services

A large number of people have contributed a significant amount of time and services to the activities of the Institute without compensation. The financial statements do not reflect the value of these contributed services because, although clearly substantial, no reliable basis exists for determining an appropriate amount.

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

e) Presentation of the controlled foundation

Future Transportation Leaders Fund, which is controlled by the Canadian Institute of Transportation Engineers, is not consolidated in the organization's financial statements.

f) Use of estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles for not-for-profit organizations requires management to make estimates and assumptions that effect the reported amount of assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. The main estimates relate to the allowance for doubtful accounts receivable and prepaid expenses. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in income in the period in which they became known. Actual results could differ from these estimates.

g) Financial instruments

*Measurement of financial instruments*

The organization initially measures financial assets and liabilities at fair value. All assets and liabilities are financial instruments with the exception of prepaid expenses and unearned revenue.

Financial assets subsequently measured at amortized cost included cash and guaranteed investment certificates. Financial assets subsequently measured at fair value are investments in mutual funds. Financial liabilities subsequently measured at amortized cost are accounts payable, accrued liabilities and harmonized sales tax payable. Changes in fair value are recognized in the statement of operations.

*Impairment*

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statement of operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized. The amount of the reversal is recognized in the statement of operations.

**CANADIAN INSTITUTE OF TRANSPORTATION ENGINEERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2025**

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**3. INVESTMENTS**

	<b>2025</b>		<b>2024</b>	
	<b>Cost</b>	<b>Market Value</b>	<b>Cost</b>	<b>Market Value</b>
<b>Short-term investments</b>				
Mutual funds	\$ 282,729	\$ 312,663	\$ 277,360	\$ 288,441
Guaranteed Investment Certificates				
4.20% interest, due August 27, 2026	<u>10,429</u>	<u>10,429</u>	<u>10,004</u>	<u>10,004</u>
	<b>293,158</b>	<b>323,092</b>	<b>287,364</b>	<b>298,445</b>
<b>Long-term investments</b>				
Guaranteed Investment Certificates				
3.05% interest, due March 22, 2027	<u>91,226</u>	<u>91,226</u>	<u>-</u>	<u>-</u>
	<b>\$ 384,384</b>	<b>\$ 414,318</b>	<b>\$ 287,364</b>	<b>\$ 298,445</b>

**4. RELATED PARTY TRANSACTIONS**

Canadian Institute of Transportation Engineers and Future Transportation Leaders Fund ("Foundation") are common control organizations.

The Institute donated \$20,000 (2024 - \$101,000) to the Foundation in the year.

These transactions were carried out in the normal course of operations and are recorded at the exchange amount, which is the amount of consideration agreed upon by the parties and is determined based on the costs incurred. At year end, no amounts were due to or from the Foundation.



**CANADIAN INSTITUTE OF TRANSPORTATION ENGINEERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2025**

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**5. CONTROLLED FOUNDATION**

Future Transportation Leaders Fund is controlled by Canadian Institute of Transportation Engineers, since the Institute's management is closely involved in developing the Foundation's policies and can influence their content.

The Foundation, which was created to help fund students through scholarships and bursaries, is incorporated under the Canada Not-for-Profit Corporation Act. As a registered charity within the meaning of the Income Tax Act, it may issue receipts for charitable donations. This is their second year of operations.

The summary financial statements of the Foundation are as follows:

	2025	2024
<b>Financial Position</b>		
Assets	\$ 182,466	\$ 100,438
Liabilities	68,838	2,838
Net assets:		
Unrestricted	114,628	97,600
<b>Results of Operations</b>		
Revenues	48,231	118,025
Expenses	32,201	20,425
<b>Cash Flows</b>		
Operating activities	87,340	93,843
Financing activities	65,000	-

**6. OTHER REVENUE**

	2025	2024
Section revenue	\$ 74,628	\$ 72,873
TAC Joint-use products	30,600	32,366
Training	29,800	42,630
Investment income	26,797	31,009
Scholarships and donations	-	5,000
Merchandise sales	-	60
Currency (loss)/gain	(1,993)	(3,323)
	<u>\$ 159,832</u>	<u>\$ 180,615</u>

**CANADIAN INSTITUTE OF TRANSPORTATION ENGINEERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2025**

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**7. FINANCIAL INSTRUMENTS**

The Institute is exposed to various risks through its financial instruments. The following analysis provides information about the Institute's risk exposure and concentration. There have been no significant changes in the nature or concentration of the risk exposure from the prior year, unless otherwise noted.

a) Interest rate risk

Interest rate risk refers to the risk that the fair value of financial instruments will fluctuate due to changes in market interest rates. The Institute's exposure to interest rate risk is mitigated by holding cash in term deposits with stated interest rates.

b) Foreign currency risk

Foreign currency exchange rate risk arises from financial instruments, primarily cash, denominated in a currency other than the Canadian dollar. At August 31, 2025, the organization had cash of \$11,889 in USD dollars converted to \$16,333 CDN (2024 - \$47,856 in USD converted to \$64,572 CDN). There were no receivables or payables in U.S. funds at year end. The most significant revenue stream susceptible to foreign currency fluctuations are the Membership dues collected. They are collected in USD funds and deposited to a USD bank account. They are translated into Canadian Funds when transferred to the Canadian bank account. The organization does not hedge the risk related to the fluctuation in the exchange rate between the U.S. and Canadian dollar.

c) Market risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. The investments in mutual funds are exposed to market risk. Equity investments are subject to price changes in an open market due to market movements and changes to market interest rates. The Institute manages the market risk associated with fluctuations in market prices by choosing low risk investments. Refer to Note 3 for current values held in these investments.

Unless otherwise noted, it is management's opinion that the Institute is not exposed to significant credit or liquidity risk arising from its financial instruments.

**8. CONTINGENCIES AND COMMITMENTS**

The organization has signed contracts for future conferences that require a minimum amount of revenue for the hotel for each booking. Included in this amount is minimum guest room revenue that will be paid by individual attendees with CITE covering the shortfall, if any. For the Victoria 2026 conference, obligations total approximately \$215,100. Provided sufficient notification of cancellation, the organization would not be committed to the full estimated value of future obligations. Instead they would forego non-refundable deposits that are included in prepaid expenses.