ROCKY VIEW COUNTY
Cultivating Communities

SPECIALIZED TRANSPORTATION

2021 SERVICE PROVIDER GRANT APPLICATION

APPLICANT INFORMATION
Organization Name: Rocky View Regional Handibus Society
Registered Society Number: 502511397
E-Mail: Manager@rockyviewbus.ca
Mailing Address: Box 10203 Airdrie AB T4A 0H5
Phone: 403-948-2887
Contact Person: Paul Siller, Executive Director

FUNDING

Amount of Funding Received in 2020 __$300,500.00_____

Amount of Funding Spent to Date _$300,500.00____

FUNDING REQUEST FOR 2021 **_$303,434.00__** ($7.70 X 39,407 population)

DOCUMENTATION REQUIREMENTS	ATTACHED
1. List of current Society Board of Directors by name and position	--yes--
2. Fee policy and schedule	--yes--
3. Financial statement and/or budget that indicates revenues and expenditures for current year	--yes--
4. Prior year's actual financial statement (Balance Sheet and Statement of Revenues and Expenditures)	--yes--
5. Copy of Certificate of Incorporation under the Societies Act	--yes--
6. Copy of insurance policy or letter of confirmation from provider	--yes--

DAYS AND HOURS OF OPERATION							
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
OPERATING HOURS	7:30-4:30	7:30-4:30	7:30-4:30	7:30-4:30	7:30-4:30		

Dates not Operating:

Statutory Holidays _____x_____ Other_____ weekends/evenings_____

NUMBER OF SERVICE TRIPS PROVIDED YEARLY (ONE WAY)							
2020 Actual Numbers	Medical and Therapeutic	Respite	Work and Volunteer	Social and/ Recreation	Education	Personal	Grand Total
County Residents	1119	110	330	0	32	589	**2180**
Other Municipalities	3172	233	550	0	1	980	**4936**
2021 Projected Numbers	Medical and Therapeutic	Respite	Work and Volunteer	Social and/ Recreation	Education	Personal	Grand Total
County Residents	2000	200	600	0	100	1000	**3900**
Other Municipalities	4000	400	800	200	200	2000	**7600**

STATEMENT OF NEED (Tell us about the situation you wish to address)

"Aging in place" requires access to services such as the health and social supports, enabling residents to live safely and independently in their home and community for as long as they wish or are able.

Transportation is key to accessing such services.

Registered Passengers	2015	2016	2017	2018	2019	2020
County Residents	193	211	242	284	287	308
Other Municipalities	569	677	685	801	1190	1161

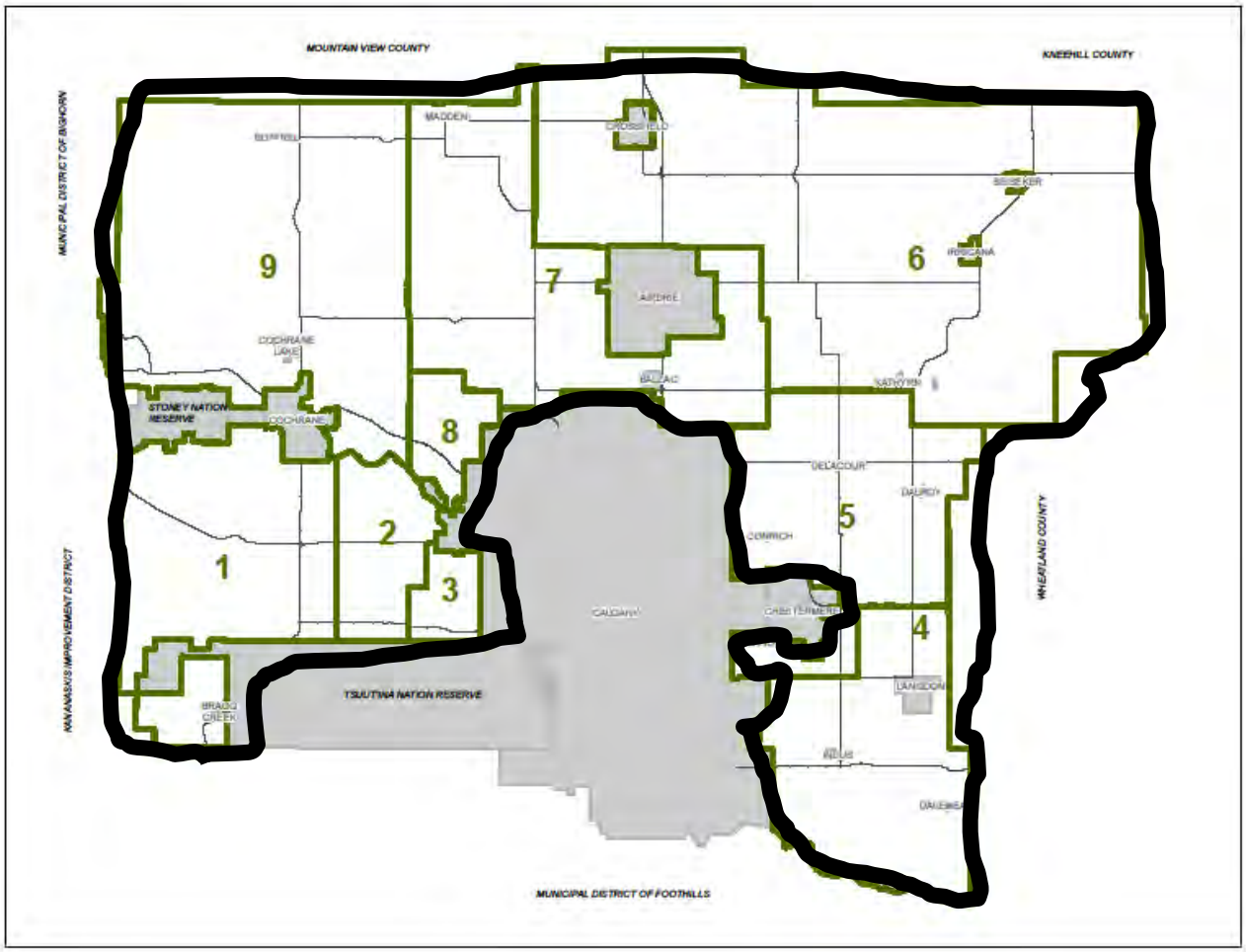
ACTIVITIES (Tell us the specific ways or actions you provide service to your clients)

The **Rocky View Bus** program is available to County residents facing transportation barriers (disability or other factors). When residents can access community supports and services, maintain independence, isolation is reduced and they stay longer in their own homes and community.

We work on a pre-booked, shared-ride basis. Transportation can be booked in response to minor or major health issues, basic needs of life (groceries) or even personal matters (e.g. visit friend/family in hospital). Time sensitive trips such as specialist appointments have scheduling priority over a more flexible trip purpose (groceries banking, etc.). Passengers can establish repeating or subscription bookings.

With our current funding levels, passengers are limited to 20 one-way trips per month. As a shared-ride service, passengers may experience travel times double than traveling directly by car or taxi. To maximize the delivery of trips, passengers may arrive up to 30-60 minutes early for an appointment or wait up to 30-60 minutes after an appointment.

SERVICE AREA (Tell us your area of operation and mark it clearly on the map with a thick black marker)



ADDITIONAL INFORMATION (Please provide a brief society history and any other additional information you believe is relevant to your application).

Rocky View Regional Handibus has been providing a regional approach to paratransit (community transit) since 2003. Transportation has been available to all corners of Rocky View County since 2012.

2019 funding request was $7.70/capita

2020 request was initially for $8.20/capita – reduced to $7.70/capita due to mis-communication during COVID Shutdown

2021 request will remain at $7.70/capita as a surplus was retained during pandemic cost-cutting. (plan to utilize the 2020 surplus and return to scheduled rate for 2022 & 2023 funding requests)

NOTES:

1. Applications will only be considered from associations, societies, or groups duly registered with the Province of Alberta as a non-profit organization providing specialized transportation (transportation for medical or therapeutic purposes for seniors or persons with disabilities).

2. The total amount of grant money available will be determined annually by the County Council. Applications received after the application deadline will be considered on a first-come first–served basis.

3. The municipality will consider cost-sharing specialized transportation with other levels of government or corporate sponsors when such programs exist.

4. If more than one eligible Specialized Transportation Provider (STP) within an area applies for funding, it shall be allocated equitably amongst all the STP's applying.

5. A list of all eligible applications from STP's will be submitted to Council for approval.

6. The Specialized Transportation Assistance Grant will only be provided until grant monies are exhausted.

7. The Specialized Transportation Assistance Grant is subject to County Council approval every year and may be discontinued without notice.

8. This application is subject to any revisions made in the County Specialized Transportation Policy or associated policies.

This is to certify that to the best of my knowledge and belief, the information included in this application is true and factual.

Signature (Society Signing Authority)

Paul Siller — **Executive Director**

Name (Please Print) — **Title**

Submit Completed Documents by April 30, 2021 to:

Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

Attention: Recreation & Community Support

Rocky View Regional Handibus Society
Transportation for Community Needs

Tel: 403-948-2887 Toll Free: 1-877-389-2887
P.O. Box 10203, Airdrie, AB T4A 0H5
www.rockyviewbus.ca

Board List 2021

PRESIDENT:	Orville Lammle, Cochrane
VICE PRESIDENT:	Andrew Carr, Airdrie
TREASURER:	Jo Ann Miller, Calgary
SECRETARY:	Mavis Hallman, Irricana
DIRECTOR:	JoAnne Baker, Chestermere
DIRECTOR:	Marni Fedeyko, Cochrane
DIRECTOR:	Angus Chalmers, Irricana
DIRECTOR:	James Ginter, Crossfield

As of April 2021

As of April 2013, The fare is $4 for every ten kilometres of travel (or portion thereof). Attendants travel free if reserved at time of booking. Distance is calculated at time of booking by our paratransit software based on the shortest route to destination. The fare doesn't not change if the route is detoured by external factors such as, (additional distance travel to accommodate other passengers, traffic detours or alternative routes.

The following sample fares for Rocky View County residents are based on estimated distance from known landmarks across Rocky View County and the associated Municipalities.

From	To:	Dist	2013 fare	
Airdrie region	Airdrie Urgent Care Centre	10	$ **4.00**	one-way
Airdrie region	Chumir Health Ctr	34	$ **16.00**	one-way
Airdrie region	Foothills Hosp	35	$ **16.00**	one-way
Airdrie region	Lougheed Hospital	31	$ **16.00**	one-way
Airdrie region	Retina Centre	37	$ **16.00**	one-way
Airdrie region	Rockyview General Hospital	42	$ **20.00**	one-way
Airdrie region	Strathmore	70	$ **28.00**	one-way
Bearspaw school	Airdrie Urgent Care Centre	36	$ **16.00**	one-way
Bearspaw school	Chumir Health Ctr	24	$ **12.00**	one-way
Bearspaw school	Foothills Hosp	19	$ **8.00**	one-way
Bearspaw school	Lougheed Hospital	30	$ **12.00**	one-way
Bearspaw school	Retina Centre	31	$ **16.00**	one-way
Bearspaw school	Rockyview General Hospital	28	$ **12.00**	one-way
Bragg Creek	Canmore Hospital	90	$ **36.00**	one-way
Bragg Creek	Chumir Health Ctr	45	$ **20.00**	one-way
Bragg Creek	Cochrane UCC	33	$ **16.00**	one-way
Bragg Creek	Foothills Hosp	43	$ **20.00**	one-way
Bragg Creek	Lougheed Hospital	59	$ **24.00**	one-way
Bragg Creek	Retina Centre	42	$ **20.00**	one-way
Bragg Creek	Rockyview General Hospital	40	$ **16.00**	one-way
Cochrane region	Airdrie Urgent Care Centre	47	$ **20.00**	round- trip
Cochrane region	Canmore	81	$ **36.00**	round- trip
Cochrane region	Chumir Health Ctr	37	$ **16.00**	round- trip
Cochrane region	Cochrane	6	$ **4.00**	round- trip
Cochrane region	Foothills Hosp	31	$ **16.00**	round- trip
Cochrane region	Lougheed Hospital	42	$ **20.00**	round- trip
Cochrane region	MRU	38	$ **16.00**	round- trip
Cochrane region	Retina Centre	46	$ **20.00**	round- trip
Cochrane region	Rockyview General Hospital	41	$ **20.00**	round- trip
Delacour	Airdrie Urgent Care Centre	34	$ **16.00**	one-way
Delacour	Chumir Health Ctr	35	$ **16.00**	one-way
Delacour	Chestermere	26	$ **12.00**	one-way
Delacour	Didsbury Hospital	81	$ **36.00**	one-way
Delacour	Foothills Hosp	36	$ **16.00**	one-way
Delacour	Lougheed Hospital	26	$ **12.00**	one-way
Delacour	Retina Centre	42	$ **20.00**	one-way

Delacour	Rockyview General Hospital	44	$	**20.00**	one-way
Delacour	Strathmore	43	$	**20.00**	one-way

Indus	Airdrie Urgent Care Centre	60	$	**24.00**	one-way
Indus	Chumir Health Ctr	41	$	**20.00**	one-way
Indus	Chestermere	19	$	**8.00**	one-way
Indus	Foothills Hosp	42	$	**20.00**	one-way
Indus	Lougheed Hospital	32	$	**16.00**	one-way
Indus	Retina Centre	31	$	**16.00**	one-way
Indus	Rockyview General Hospital	35	$	**16.00**	one-way
Indus	Strathmore Hospital	43	$	**20.00**	one-way

Langdon	Airdrie Urgent Care Centre	57	$	**24.00**	one-way
Langdon	Chumir Health Ctr	34	$	**16.00**	one-way
Langdon	Chestermere	13	$	**8.00**	one-way
Langdon	Foothills Hosp	41	$	**20.00**	one-way
Langdon	Lougheed Hospital	32	$	**16.00**	one-way
Langdon	Retina Centre	21	$	**12.00**	one-way
Langdon	Rockyview General Hospital	32	$	**16.00**	one-way
Langdon	Strathmore Hospital	21	$	**12.00**	one-way

Madden	Airdrie Urgent Care Centre	33	$	**16.00**	one-way
Madden	Chumir Health Ctr	61	$	**28.00**	one-way
Madden	Foothills Hosp	56	$	**24.00**	one-way
Madden	Lougheed Hospital	64	$	**28.00**	one-way
Madden	Retina Centre	75	$	**32.00**	one-way
Madden	Rockyview General Hospital	77	$	**32.00**	one-way

Prince of Peace	Airdrie Urgent Care Centre	34	$	**16.00**	one-way
Prince of Peace	Chumir Health Ctr	16	$	**8.00**	one-way
Prince of Peace	Chestermere	11	$	**8.00**	one-way
Prince of Peace	Foothills Hosp	18	$	**8.00**	one-way
Prince of Peace	Lougheed Hospital	11	$	**8.00**	one-way
Prince of Peace	Retina Centre	21	$	**12.00**	one-way
Prince of Peace	Rockyview General Hospital	22	$	**12.00**	one-way
Prince of Peace	Strathmore Hospital	41	$	**20.00**	one-way

Springbank SPFAS	Canmore Hospital	83	$	**36.00**	one-way
Springbank SPFAS	Chumir Health Ctr	27	$	**12.00**	one-way
Springbank SPFAS	Cochrane Urgent Care Centre	26	$	**12.00**	one-way
Springbank SPFAS	Foothills Hosp	20	$	**8.00**	one-way
Springbank SPFAS	Lougheed Hospital	33	$	**16.00**	one-way
Springbank SPFAS	Retina Centre	32	$	**16.00**	one-way
Springbank SPFAS	Rockyview General Hospital	30	$	**12.00**	one-way

Rocky View Regional Handibus Society
2021 Operating Budget
revised dec 2020

REVENUE	**2021**
Donations (operations)	$4,000
Rebates: Fuel & other	$5,800
Federal (COVID support)	$50,000
Grants - Provincial	$36,000
Grants - Municipal	$712,027
User Fees	$73,958
carryover	$150,000
fee for service	$85,540
R.V.S. Contract work	$124,455
passenger subsidies	-$4,800
TOTAL REVENUE	$1,237,190
EXPENSES	
Advertising and Promotion	$3,000
Accounting & Audit	$12,000
Bank Charges	$3,120
Cell Phones	$15,600
clean buses	$2,500
Software licences/GPS tracking	$48,000
Contracting Consulting expense	$2,400
Employee Education/Training	$3,600
Entertainment/Recognition	$2,400
Financing Charges	$2,400
Fuel	$97,000
Insurance	$72,200
fees /membership/ permits	$3,600
Office Supplies	$12,000
Operation Supplies	$12,000
Rent	$36,000
building repair and maintenance	$2,400
Repairs & Maintenance - Auto	$96,000
Telephone	$7,200
Uniforms	$3,600
Utilities	$6,400
payroll expenses	$750
wage benefits	$13,731
Wages	$686,567
EI Expense	$15,272
CPP Expense	$32,609
WCB Expense	$20,597
TOTAL EXPENSE	**$1,213,546**
NET INCOME	$23,644

Municipal Contribution Breakdown	**2021**
per capita rate	*$7.70 / capita*
Rocky View County	$303,434
Cochrane	$225,433
Chestermere	$159,652
Crossfield	$23,524
total Contributions	$712,042

ROCKY VIEW REGIONAL HANDIBUS SOCIETY

Financial Statements

Year Ended December 31, 2020

ROCKY VIEW REGIONAL HANDIBUS SOCIETY

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Year Ended December 31, 2020

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CHARTERED PROFESSIONAL ACCOUNTANT

INDEPENDENT AUDITOR'S REPORT

To the Members of Rocky View Regional Handibus Society

Qualified Opinion

I have audited the financial statements of Rocky View Regional Handibus Society (the society), which comprise the statement of financial position as at December 31, 2020, and the statements of revenues and expenditures, changes in net 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, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of my report, the accompanying financial statements present fairly, in all material respects, the financial position of the society as at December 31, 2020, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Basis for Qualified Opinion

In common with many charitable organizations, the society derives revenue from cash donations the completeness of which is not susceptible of satisfactory audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of the society and I was not able to determine whether any adjustments might be necessary to contributions, excess of revenues over expenses, current assets and net assets. The predecessor auditor's opinion on the financial statements for the year ended December 31, 2019 was modified accordingly because of the possible effects of this limitation of scope.

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 society in accordance with 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 qualified audit opinion.

Other Matter

The financial statements for the year ended December 31, 2019 were audited by another auditor who expressed a qualified opinion on those financial statements on April 16, 2020 for the reasons described in the *Basis for Qualified Opinion* section.

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 ASNPO, 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.

(continues)

cpa CHARTERED PROFESSIONAL ACCOUNTANT

#114, 1212 -1st Street SE Calgary, AB T2G 2H8
Phone: (403) 547-8027 **Fax:** (403) 547-8088
www.asprofcorp.com

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Independent Auditor's Report to the Members of Rocky View Regional Handibus Society *(continued)*

In preparing the financial statements, management is responsible for assessing the society'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 society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the society'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 society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the society'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 society 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.

(continues)

#114, 1212 -1st Street SE Calgary, AB T2G 2H8
Phone: (403) 547-8027 **Fax:** (403) 547-8088
www.asprofcorp.com

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Independent Auditor's Report to the Members of Rocky View Regional Handibus Society *(continued)*

Original Document Signed

Ally Shariff Professional Corporation
Chartered Professional Accountant

Calgary, Alberta
April 15, 2021

CPA CHARTERED PROFESSIONAL ACCOUNTANT

#114, 1212 -1st Street SE Calgary, AB T2G 2H8
Phone: (403) 547-8027 **Fax:** (403) 547-8088
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ROCKY VIEW REGIONAL HANDIBUS SOCIETY

Statement of Financial Position

December 31, 2020

	2020	2019 (Revised)
ASSETS		
CURRENT		
Cash	$ 352,444	$ 47,027
Casino cash *(Note 5)*	2,105	13,407
Accounts receivable	30,223	24,068
Government subisidies receivable	18,092	-
Goods and services tax recoverable	-	4,629
Prepaid expenses	77,099	74,618
Payroll advances	500	800
	480,463	164,549
CAPITAL ASSETS *(Note 4)*	407,338	328,193
	$ 887,801	$ 492,742
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	$ 57,663	$ 65,434
Goods and services tax payable	92	-
Vacation payable	35,017	32,212
Employee deductions payable	11,087	23,863
Deferred casino contributions *(Note 5)*	2,105	13,407
	105,964	134,916
LONG TERM DEBT *(Note 8)*	40,000	-
UNAMORTIZED DEFERRED CAPITAL CONTRIBUTIONS *(Note 6)*	336,251	315,215
	482,215	450,131
NET ASSETS		
Unrestricted net assets	334,498	29,632
Investment in capital assets *(Note 7)*	71,088	12,979
	405,586	42,611
	$ 887,801	$ 492,742

ON BEHALF OF THE BOARD

Original Document Signed _____ *Director*

Original Document Signed _____ *Director*

See notes to financial statements

ROCKY VIEW REGIONAL HANDIBUS SOCIETY

Statement of Revenues and Expenditures

Year Ended December 31, 2020

	2020	2019
REVENUES		
Municipal grants	$ 718,891	$ 699,013
Fees for service	271,855	346,628
Federal grants (COVID)	194,934	-
User fees	64,200	110,350
Earned capital contributions *(Note 6)*	60,341	49,935
Donations	25,908	4,727
Casino revenues *(Note 5)*	15,554	96
Other income	5,281	5,409
Interest income	260	924
Passenger subsidies	(4,436)	(2,363)
	1,352,788	1,214,719
EXPENSES		
Salaries and wages	556,252	836,486
Insurance	83,422	68,438
Repairs and maintenance	81,561	106,643
Amortization	68,534	74,776
Fuel	65,988	111,719
Rent	36,000	34,200
Info technology services	28,029	35,343
Office	20,709	16,965
Professional fees	17,200	7,200
Telephone	14,325	14,065
Utilities	5,746	4,813
Dues and memberships	3,436	2,890
Interest and bank charges	3,042	4,176
Advertising and promotion	2,613	2,629
Casino expense	2,329	-
Uniforms	537	3,450
Bad debts	300	420
Training and education	290	2,797
	990,313	1,327,010
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES FROM OPERATIONS	362,475	(112,291)
OTHER INCOME		
Gain (loss) on disposal of capital assets	500	(17,227)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	$ 362,975	$ (129,518)

See notes to financial statements

ROCKY VIEW REGIONAL HANDIBUS SOCIETY

Statement of Changes in Net Assets

Year Ended December 31, 2020

	Unrestricted Net Assets	Investment in Capital assets	2020	2019 *Revised*
NET ASSETS - BEGINNING OF YEAR *(Note 12)*				
As previously reported *(Note 12)*	$ 42,611	$ -	**$ 42,611**	$ 244,328
	-	-	-	(72,199)
Net change in investment in capital assets *(Note 12)*	(12,979)	12,979	-	-
As restated *(Note 12)*	29,632	12,979	**42,611**	172,129
Excess of revenues over expenses	362,975	-	**362,975**	(129,518)
Net change in investment in capital assets *(Note 7)*	(58,109)	58,109	-	-
NET ASSETS - END OF YEAR	$ 334,498	$ 71,088	**$ 405,586**	$ 42,611

See notes to financial statements

ROCKY VIEW REGIONAL HANDIBUS SOCIETY

Statement of Cash Flows

Year Ended December 31, 2020

	2020	2019 *Revised*
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenses	**$ 362,975**	$ (129,518)
Items not affecting cash:		
Amortization of capital assets	**68,534**	74,776
Earned capital contributions *(Note 6)*	**(60,341)**	(49,935)
Loss (gain) on disposal of capital assets	**(500)**	17,227
	370,668	(87,450)
Changes in non-cash working capital:		
Accounts receivable	**(6,155)**	(10,094)
Accounts payable	**(7,772)**	3,035
Deferred casino contributions	**(11,302)**	(96)
Deposits	**-**	10,000
Employee deductions payable	**(12,776)**	23,863
Goods and services tax payable	**4,721**	1,577
Government subisidies receivable	**(18,092)**	-
Payroll advances	**300**	(800)
Prepaid expenses	**(2,481)**	(1,018)
Vacation payable	**2,805**	4,739
	(50,752)	31,206
Cash flows from (used by) operating activities	**319,916**	(56,244)
INVESTING ACTIVITIES		
Purchase of capital assets	**(147,678)**	(86,062)
Proceeds on disposal of capital assets	**500**	30,884
Cash flows used by investing activities	**(147,178)**	(55,178)
FINANCING ACTIVITIES		
CEBA Loan *(Note 8)*	**40,000**	-
Deferred capital contributions received	**81,377**	-
Cash flows from financing activities	**121,377**	-
INCREASE (DECREASE) IN CASH FLOW	**294,115**	(111,422)
Cash - beginning of year	**60,434**	171,856
CASH - END OF YEAR	**$ 354,549**	$ 60,434
CASH CONSISTS OF:		
Cash	**$ 352,444**	$ 47,027
Casino cash	**2,105**	13,407
	$ 354,549	$ 60,434

See notes to financial statements

ROCKY VIEW REGIONAL HANDIBUS SOCIETY

Notes to Financial Statements

Year Ended December 31, 2020

1. PURPOSE OF THE SOCIETY

Rocky View Regional Handibus Society (the "society") is a not-for-profit organization in Alberta. 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 provide transportation to residents who face barriers due to disability or other factors. The continued operations of the society are dependant on the on-going financial support of donors, regional municipalities and fees for service.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

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

Revenue recognition

Rocky View Regional Handibus 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. Unamortized Deferred Capital Contributions are recognized as revenue over the estimated life of the related asset. 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.

Fees for service, user fees and other revenues are recognized as earned, when services are rendered and there is reasonable assurnances over the collection of payment.

Net assets

a) Net assets invested in property and equipment represents the organization's net investment in property and equipment which is comprised of the unamortized amount of property and equipment purchased with unrestricted funds.

b) Unrestricted net assets comprise the excess of revenue over expenses accumulated by the organization each year, net of transfers, and are available for general purposes.

Capital assets

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

Automotive	10 years	straight-line method
Computer equipment	30%	declining balance method
Scheduling software	20%	declining balance method
Office furniture and equipment	20%	declining balance method

Goods and services tax

Contributed materials and services are recoverable at 50% as a rebate. The unrecoverable portion is recorded as an expense with the rebate treated as a receivable.

Contributed services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

(continues)

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

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.

3. FINANCIAL INSTRUMENTS

The society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the society's risk exposure and concentration as of December 31, 2020.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The society is exposed to credit risk from customers.

Liquidity risk

Liquidity risk is the risk that Rocky View Regional Handibus Society will not be able to meet a demand for cash or fund its obligations as they come due. Liquidity requirements are met by preparing and monitoring forecasts of cash flows from operations and maintaining a line of credit.

Unless otherwise noted, it is management's opinion that the society is not exposed to significant other price risks arising from these financial instruments.

4. CAPITAL ASSETS

	Cost	Accumulated amortization	**2020 Net book value**	2019 Net book value
Equipment	$ 500	$ 209	**$ 291**	$ 364
Automotive	812,590	447,380	**365,210**	314,850
Computer equipment	11,710	5,051	**6,659**	1,573
Scheduling software	150,170	114,992	**35,178**	11,406
	$ 974,970	$ 567,632	**$ 407,338**	$ 328,193

5. DEFERRED CASINO CONTRIBUTIONS

Deferred casino contributions represent unspent casino funds that are to be used to maintain property and equipment, and assist with certain operating expenditures. Changes in the deferred contributions balance are as follows:

	2020	2019
Balance, beginning of the year	**$ 13,407**	$ 13,503
Contributions received during the year	**4,252**	-
Recognized as revenues	**(15,554)**	(96)
	-	-

(continues)

5. DEFERRED CASINO CONTRIBUTIONS *(continued)*

	2020	2019
	$ 2,105	$ 13,407

6. UNAMORTIZED DEFERRED CAPITAL CONTRIBUTIONS

Unamortized deferred capital contributions represent the unamortized portions of externally restricted grants and donations related to purchased capital assets. The changes to unamortized deferred capital contributions are as follows:

	2020	2019 *Revised*
Balance, beginning of the year (note 12)	**$ 315,215**	$ 292,951
Adjustment to opening balance (note 12)	**-**	72,199
As restated (note 12)	**315,215**	365,150
Amortization of capital contributions	**(60,341)**	(49,935)
Grants and contributions spent on capital assets	**81,377**	-
Unamortized deferred capital contributions	**$ 336,251**	$ 315,215

7. INVESTMENT IN CAPITAL ASSETS

Net assets invested in capital assets represent the net book value of capital assets less unamortized deferred capital contributions.

	2020	2019 *Revised*
Capital assets (Note 4)	**$ 407,339**	$ 328,194
Unamortized deferred capital contributions (Note 6)	**(336,251)**	(315,215)
	$ 71,088	$ 12,979

The changes during the year are as follows:

Investment in capital assets, beginning of the year	**$ 12,979**	$ 35,651
Acquisition of capital assets	**66,302**	2,170
Amortization of investment in capital assets	**(8,193)**	(24,842)
	$ 71,088	$ 12,979

8. LONG TERM DEBT

The Canadian Emergency Business Account ("CEBA") loan in non-interest bearing and not repayable until December 31, 2022.

Provided that at least 75% of the loan ($40,000) is repaid on, or before, this date, then up to $20,000 of the loan is forgivable. Any portion of the loan not repaid or forgiven at that time will be converted to a 3-year term loan bearing interest at 5% per annum payable monthly. The full balance of the loan, $60,000 will then be repayable on December 31, 2025.

For the year-ended December 31, 2020, the forgiveable portion of this loan has been recorded as a government grant and included in income, since management's intentions are to repay in full by December 31, 2022 .

9. ECONONIC DEPENDENCE

The society has a dependance on funding primarily from Rocky View Schools and the Rocky View County.

10. COMMITMENTS

The society has commitments under a lease agreement for its office space with monthly payments of $3,000. The term ends September 30, 2021.

In 2020, the society undertook a project to upgrade its scheduling software system. The society has commitments under contract in the amount of $14,520 to complete this project.

11. OPERATING LINE OF CREDIT

The society has available to it an operating line of credit with a limit of $60,000 at a rate of 6.45% per annum. The Society also has a credit card facility with credit limits of $47,700 at a rate of 8.45% per annum; the society had used $58 (2019 - $609) of the credit card facility at December 31, 2020.

12. CORRECTION OF ERROR

During the year, the society's management became aware that the allocation of the funds spent on its capital assets were not fairly presented in accorance with Canadian accounting standards for not-for-profit organizations. The society has restated and reclassified prior period figures to take into account the retroactive correction of these errors. The statement of net assets as as January 1, 2019, and the statement of net assets and comparative balance sheet at December 31, 2019, have been adjusted as follows:

	As previously reported	Error Correction	**Restated**
As at January 1, 2019			
Unamortized capital contributions	$ 292,951	$ 72,199	**$ 365,150**
Investment in Capital Assets	-	35,651	**35,651**
Unrestricted Net Assets	244,328	(72,199)	**172,129**
	-	-	**-**
	-	-	**-**
As at December 31, 2019			
Unamortized capital contributions	243,016	72,199	**315,215**
Investment in Capital Assets	-	12,979	**12,979**
Unresticted Net Assets	114,810	(72,199)	**42,611**
	-	-	**-**
	-	-	**-**

13. COMPARATIVE FIGURES

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

14. GOING CONCERN ASSUMPTION

In March 2020, the World Health Organization declared a global pandemic due to COVID-19. This situation is constantly evolving and is having multiple impacts on global, national, provincial and local economies.

These financial statements do not reflect adjustments that would be necessary if the going concern assumption were not appropriate. This is because management believes that measures it has taken or intends to take will mitigate the effect of the conditions and events that cast doubt on the appropriateness of this assumption.

These financial statements were prepared using accounting standards that apply to an operating society. This assumes that the society will continue its operations for the foreseeable future and will be able to realize its assets and discharge its liabilities in the normal course of operations.

Government of Alberta

COPY

SOCIETY ANNUAL RETUI

RECEIVED
DR
AUG 14 2018
CORPORATE REGISTRY

IMPORTANT INFORMATION

- This form will be rejected if not properly completed.
- An annual return and required attachments must be filed each year with the Registrar of Corporations. *Failure to do so will result in the cancellation of your Society's registration*

1. SOCIETY NAME ROCKY VIEW REGIONAL HANDIBUS SOCIETY

2. ADDRESS OF REGISTERED OFFICE OF THE SOCIETY
P.O. BOX 10203
AIRDRIE, ALBERTA
T4A 0H5

NOTE:
If there has been a change in the address as listed, Notice of Change of Address (REG 3016) must be complete and filed with the Registrar of Corporations within 1! days of the date of the change.

3. CORPORATE ACCESS NUMBER 502511397

4. THE SOCIETY'S DATE OF INCORPORATION IS 1980 (Year) AUG (Month) 27 (Day)

5. THIS RETURN COVERS THE YEAR ENDING 2018 (Year) AUG (Month) 31 (Day), WITH THE INFORMATION PROVIDED EFFECTIVE AS OF THAT DATE.

THE FOLLOWING ATTACHMENT MUST ACCOMPANY THIS RETURN:

A listing of all officers and directors with the name (last name, followed by given name), complete mailing address including postal code, and position held by each.

2018 Annual Return

The 2018 annual return for the above society is now due and the 2017 annual return is one year past due.

Please ensure that this return is dated and signed by a director or authorized officer of the society.

DATE	SIGNATURE	TELEPHONE NO.
aug 9, 2018	Paul Stiles	Bus. 403 948 2887 Res. 403 703 7020

Complete this form (no fee required) and return it to:		Drop off your documents at:	For Information Call:
Alberta Registries PO BOX 1007 STN MAIN EDMONTON AB T5J 4W6	OR	Alberta Registries Corporate Registry John E. Brownlee Building 10365 - 97 Street Edmonton, Alberta	Edmonton (780) 427-2311 All other areas call 310-0000 and ask for 427-2311

This information is being collected for the purposes of corporate registry records in accordance with the Societies Act. Questions about the collection of this information can be directed to the Freedom of Information and Protection of Privacy Coordinator for Alberta Registries, Research and Program Support, Box 3140, Edmonton, Alberta T5J 2G7, (780) 427-7013.

RMA INSURANCE

2510 Sparrow Drive, Nisku, AB T9E 8N5 | Phone: 780.955.3639 Fax: 780.955.3615

CERTIFICATE OF INSURANCE: COMMUNITY GROUPS INSURANCE PROGRAM

MEMBER ID: XH11

CERTIFICATE HOLDER: ROCKYVIEW REGIONAL HANDIBUS SOCIETY

Effective Date: November 1, 2020 – Expiry Date: November 1, 2021

12:01 AM Standard Time at the address of the Certificate Holder

Address : P.O. Box 10203, Airdrie, AB

The following is a summary of Coverages that are applicable to the above Certificate Holder under specified Sections of the RMA Insurance Program, and which are in force for the period shown above. Please refer to actual policy documents for full details of all terms, conditions, limitations and exclusions applicable to the Coverage afforded.

LIABILITY INSURANCE

Insuring Agreement - In the event that Legal Liability claims for negligence are brought against the Certificate Holder, Insurers will pay compensatory damages, including legal expenses incurred, subject to the terms, conditions, limitations and exclusions of the respective Sections of the Policy.

Coverage	Limits of Liability
SECTIONS ONE - FOUR	$25,000,000 Shared Policy General Aggregate for all members
SECTION ONE – COMPREHENSIVE GENERAL LIABILITY	$5,000,000 per Occurrence
Third Party Bodily Injury and/or Property Damage	
Products and Completed Operations	$5,000,000 per Occurrence/ Annual Aggregate
Non-Owned Automobile Liability	$ 5,000,000
Tenants Legal Liability	$ 5,000,000
Legal Liability for Damage to Non-Owned Automobiles	$ 200,000
Employee Benefit Programs Liability	$ 5,000,000 each claim/ Annual Aggregate
Personal Injury & Advertising Injury Liability	$ 5,000,000 per Occurrence
Sudden and Accidental Pollution Coverage	120 hrs discovery/reporting
SECTION TWO – ADMINISTRATIVE ERRORS & OMISSIONS	**$ 5,000,000 Claims Made Basis** (Annual Aggregate)
SECTION THREE – WRONGFUL DISMISSAL	**$ 5,000,000 Claims Made Basis**
Warranty: Must obtain prior written legal opinion from employment law practitioner	(Annual Aggregate)
SECTION FOUR – SEXUAL ABUSE	**$ 1,000,000 Claims Made Basis** (Annual Aggregate)

Deductible

Bodily Injury / Property Damage / Personal Injury / Advertising Injury	$10,000
All School Operations or related activities	$10,000
Legal Liability for Damage to Non Owned Automobile	$ 500 any one Accident
Sewer Back Up, Flooding and other Water Damage, per claimant	$10,000
Tenants Legal Liability	$ 1,000
All other Operations	$10,000
Administrative Errors & Omissions	$10,000 minimum
Wrongful Dismissal	$25,000 Minimum
Sexual Abuse	$10,000

In consideration of the premium specified (or in endorsement[s] attached hereto), this document certifies that insurance has been effected under **Policy No. CG2012/21 (CAGL13621)** with **Underwriters at Lloyd's of London (QBE Services Inc.)** a full copy of which may be seen at the offices of the RMA Insurance of Nisku, Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the Certificate Holder named above.

This policy contains a clause which may limit the amount payable.

COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION INSURANCE

Coverage

	Limits of Liability
BLANKET BOND INSURANCE	
I. Employee Dishonesty Coverage – Form A (subject to *Warranty noted below)	Not Insured
COMPREHENSIVE CRIME INSURANCES	
II. Coverage Within Premises	Not Insured
III. Coverage Outside Premises	Not Insured
IV. Money Order and Counterfeit Paper Currency Coverage (if Crime is insured)	$20,000.00
V. Depositors Forgery (if Crime is insured)	$ 10,000
VI. Computer Fraud/Data Restoration Expense (if Crime is insured)	$ 10,000
VII. Funds Transfer Fraud	$ 10,000
VIII. Telecommunications Theft	$ 10,000
IX. Fraudulently Induced Payment	$ 10,000
X. Employee Theft of Client Property	Not Insured

*Warranty

It is warranted that, the coverage afforded under the Blanket Bond (Employee Dishonesty) section of the policy contains a limitation of liability reducing coverage to $5,000 if only one of the three conditions noted below exist at the time of the loss:

(a) A dual cheque signing process is in place;

(b) Reconciliation of bank statements is being performed by someone other than cheque signing personnel; and

(c) An annual audit has been completed within 12 months preceding the loss;

Deductible

All Other Coverages	$ 1,000
Employee Theft of Client Property	$ 5,000
Fraudulently induced Payments	$ 1,000

In consideration of the premium specified (or in endorsement[s] attached hereto), this document certifies that insurance has been effected under **Policy No. CG2012/21 (CG2021)** of the **Royal & Sun Alliance Insurance Company of Canada**, a full copy of which may be seen at the offices of the RMA Insurance of Nisku, Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the Certificate Holder named above.

This policy contains a clause which may limit the amount payable.

PROPERTY INSURANCE (ALL RISKS)

Coverage		Values Insured
Buildings		**As Per Schedule**
Contents		**As Per Schedule**
Rental Incomes		**As Per Schedule**
Equipment Values / Golf Carts		**As Per Schedule**
Property Damage Includes:	Accounts Receivable	$ 50,000
(up to Value Insured)	Automatic Coverage (60 days)	$ 5,000,000
	Building Damage by Theft	$ 10,000
	Debris Removal	$ 250,000
	Extra Expense	$ 25,000 / Per Certificate
	Business Interruption - Gross Earnings	$ 50,000
	Professional Fees	$ 25,000
	Fire Department Service Charges / Fire Protective Equip.	$ 50,000
	Hacking Event or Computer Virus Attack -Total Limit	$ 25,000
	Lawns, Trees, Shrubs and Outdoor Plants	$ 10,000
	Master Keys	$ 10,000
	Fine Arts	$ 100,000
	Property while in Transit	$ 10,000
	By- Laws Extension	$ 50,000
	Data and Records Restoration Costs	$ 100,000
	Pollution Clean Up – 180-day reporting	$ 25,000 / Aggregate
	Radioactive Contamination	$ 25,000

LOSS, if any, payable to the Certificate Holder or as otherwise denoted in endorsements attached hereto

Deductibles	
All other losses	$ 1,000
All other losses (building valued more than $5,000,000)	$ 5,000
Sewer Back-up & Water Damage	$10,000
Wind and Hail	$10,000
Sewer Back-up & Water Damage (building valued more than $5,000,000)	$25,000
Wind and Hail (buildings valued at more than $5,000,000)	$25,000
Earthquake	5% of the value of the property or min of $100,000
Flood	$25,000
Co – insurance Clause	80%

ANNUAL COMMUNITY GROUP PROGRAM PACKAGE $1,251

AON REED STENHOUSE INC.
(Authorized Agent of Subscribing Insurers)

In consideration of the premium specified (or in endorsement[s] attached hereto), this document certifies that insurance has been effected under **Policy No. CG2012/21 (CG2021)** of the **Royal & Sun Alliance Insurance Company of Canada**, a full copy of which may be seen at the offices of the RMA Insurance of Nisku, Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the Certificate Holder named above.

This policy contains a clause which may limit the amount payable.

RMA INSURANCE

2510 Sparrow Drive, Nisku, AB T9E 8N5 | Phone: 780.955.3639 Fax: 780.955.3615

CERTIFICATE OF INSURANCE: AUTOMOBILE INSURANCE PROGRAM

CERTIFICATE NO.: XH11/AB2148

CERTIFICATE HOLDER: ROCKY VIEW REGIONAL HANDIBUS SOCIETY

EFFECTIVE DATE: November 1, 2020 EXPIRY DATE: November 1, 2021
12:01 AM Standard Time at the address of the Certificate Holder

The following is a summary of Coverages that are applicable to the above Certificate Holder under the Automobile Insurance Policy incorporated into the RMA Insurance Program and which are in force for the period shown above. Please refer to actual policy documents for full details of all terms, conditions, limitations and exclusions applicable to the coverage afforded.

AUTOMOBILE INSURANCE	**Annual Premium: $69,300**
Sections of Coverage:	
Section A – THIRD PARTY LIABILITY	**Limits of Liability**
Third Party Bodily Injury and or Property Damage	**$5,000,000 per Occurrence**
S.E.F. NO. 6b School Bus Passenger Hazard	**$5,000,000**
S.E.F. NO. 6c Public Passenger Hazard	**$2,000,000**
SECTION B – ACCIDENT BENEFITS	**As per provincial requirements**
As per Provincial Requirements	
SECTION C – LOSS OF OR DAMAGE TO INSURED AUTOMOBILES	**All Perils as per Schedule attached**
Deductibles	**Amount to be Deducted**
All Vehicles	**$1,000**

This policy provides insurance with respect to all automobiles owned by, licensed by and or leased to the Certificate Holder during the policy period noted above against the perils stated according to the terms and conditions of the policy.

FOR ENDORSEMENTS – REFER TO RMA MASTER POLICY WORDINGS

ADDITIONAL NAMED INSUREDS AND CONTRACT BUS OPERATORS ADDED AS PER ATTACHED SCHEDULE

AON REED STENHOUSE INC.
(Authorized Agent of Royal & Sun Alliance Insurance Company)

In consideration of the premium specified above (or in endorsement(s) attached hereto), this document certifies that insurance has been effected under **Policy No. Q638342 of Aviva Canada Inc. (Section A & B) & RSLE2215/21 of the Genesis Reciprocal Insurance Exchange (Section C),** a full copy of which may be seen at the offices of the RMA Insurance and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the Insured named above.

This policy contains a clause which may limit the amount payable.

RMA INSURANCE

2510 Sparrow Drive, Nisku, AB T9E 8N5 | Phone: 780.955.3639 Fax: 780.955.3615

CERTIFICATE OF INSURANCE: EXCESS LIABILITY

CERTIFICATE NO.: XH11

CERTIFICATE HOLDER: ROCKYVIEW REGIONAL HANDIBUS SOCIETY

EFFECTIVE DATE: November 1, 2020 - EXPIRY DATE: November 1, 2021
12:01 AM Standard Time at the address of the Certificate Holder

The following is a summary of Coverages that are applicable to the above Certificate Holder under specified Sections of the RMA Insurance Program, and which are in force for the period shown above. Please refer to actual policy documents for full details of all terms, conditions, limitations and exclusions applicable to the Coverage afforded.

FOLLOW FORM EXCESS LIABILITY INSURANCE EXCEPT FOR THE FOLLOWING EXCLUSIONS:

Known Injury & Occurrences Exclusion	Specific Risk Endorsement – USA Conditions
Access or Disclosure of Confidential or Personal Information Endorsement Exclusion	Personal and Advertising Injury Exclusions 1. Insureds in Media and Internet type Businesses 2. Electronic Chatrooms or Bulletin Boards
Absolute E&O Exclusion / Professional Indemnity Exclusion	Radioactive Contamination Exclusion
Sexual Abuse & Harassment Exclusion	War and Civil War Exclusion
Terrorism Exclusion	Institute Cyber Attack Exclusion
Communicable Disease / COVID-19 / Related Viruses Exclusion	Medical Malpractice Exclusion
Primary Sublimit Clause	Host Liquor Liability
Wrongful Dismissal Exclusion	Excluding: Ski clubs/boards, gyms/fitness centres, golf courses, rodeo events and rodeo committees, and mud bog events

Applicability of Follow Form Excess Liability Coverage

The Follow Form Excess Limits of Liability stated below for one or more of the Umbrella Policy Layers, and for which a Premium has been specified, are applicable to each occurrence presented against the Certificate Holder under the Underlying Policies stated which are in excess of the Limits of Liability per occurrence provided by such underlying policy(ies):

Underlying Polices

Comprehensive General Liability Policy # CG2012/21 (CAGL13621), ABH2012/21 (CAGL13620) & KG2012/21 (CAGL13622)
Automobile Liability (Auto) Section "A" Policy # Q638342

Note: Underlying Policies are applicable if a specific Certificate of Insurance has been issued for such Policy to the Certificate Holder named above.

		Premiums:
Excess (1st Layer)	**$ 5,000,000**	**$1,420**
Excess (2nd Layer)	**$ 5,000,000**	**$864**
Excess (3rd Layer)	**$ 5,000,000**	**$0**
Excess (4th Layer)	**$ 5,000,000**	**$0**

TOTAL ANNUAL PREMIUM: $2,284

AON REED STENHOUSE INC.
(Authorized Agent of Subscribing Insurers)

In consideration of the premiums specified above (or in endorsements(s) attached hereto), this document certifies that insurance has been effected under one or more of **Policy No. UMB12012/21 with Certain Underwriters at Lloyd's of London (Linx Underwriting Solutions)** full copies of which may be seen at the offices of the RMA Insurance of Nisku, Alberta and/ or Aon Reed Stenhouse Inc. of Edmonton, AB. for the account of the Certificate Holder named above.

This policy contains a clause which may limit the amount payable.