

**YUKON HUMAN RIGHTS COMMISSION**  
**Financial Statements**  
**Year Ended March 31, 2023**

**YUKON HUMAN RIGHTS COMMISSION**  
**Index to Financial Statements**  
**Year Ended March 31, 2023**

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**INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT**

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To the Management of Yukon Human Rights Commission

I have reviewed the accompanying financial statements of Yukon Human Rights Commission (the organization) that comprise the statement of financial position as at March 31, 2023, and the statements of revenues and expenditures, changes in net assets 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 (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.

*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.

*Conclusion*

Based on my review, nothing has come to my attention that causes me to believe that the financial statements do not present fairly, in all material respects, the financial position of Yukon Human Rights Commission as at March 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.

*Other Matter*

The financial statements of Yukon Human Rights Commission for the year ended March 31, 2022 were reviewed by another practitioner who expressed an unmodified conclusion on those financial statements on July 27, 2022.

Whitehorse, Yukon  
September 28, 2023

  
Ben Robinson Professional Corporation  
Chartered Professional Accountant

**YUKON HUMAN RIGHTS COMMISSION**  
**Statement of Revenues and Expenditures**  
**Year Ended March 31, 2023**

	2023	2022
<b>REVENUES</b>		
Yukon Government	\$ 658,000	\$ 708,000
Government of Canada	481,617	453,939
Interest and other	1,521	1,391
French Language Services Directorate	-	54,000
	<b>1,141,138</b>	<b>1,217,330</b>
<b>EXPENSES</b>		
Advertising and promotion	18,482	20,746
Amortization	11,097	8,760
Annual report	237	233
Bank charges	1,255	1,293
Board liability insurance	6,141	4,385
Case investigation	51,581	32,598
Commission Members - honouraria	14,773	12,404
Employee travel and training	20,015	5,118
Events and catering	92,959	31,647
Insurance	7,126	7,732
Janitorial	4,400	4,800
Memberships	3,280	1,572
Office	6,768	10,810
Other Contract Services	5,850	76,818
Professional accounting fees	7,750	6,500
Rental	120,000	120,000
Repairs and maintenance	18,336	14,263
Salaries and wages	773,868	711,263
Subscriptions, publications and films	25,237	22,314
Telephone and internet	8,890	11,053
Website and print materials	22,900	31,607
	<b>1,220,945</b>	<b>1,135,916</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>\$ (79,807)</b>	<b>\$ 81,414</b>

**YUKON HUMAN RIGHTS COMMISSION**  
**Statement of Changes in Net Assets**  
**Year Ended March 31, 2023**

	Unrestricted	Invested in capital assets	2023	2022
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 244,158	\$ 35,743	\$ 279,901	\$ 198,487
<b>DEFICIENCY OF REVENUES OVER EXPENSES</b>	(79,807)	-	(79,807)	81,414
Purchase of capital assets	(10,650)	10,650	-	-
Amortization of capital assets	11,097	(11,097)	-	-
<b>NET ASSETS (DEFICIT) - END OF YEAR</b>	\$ 164,798	\$ 35,296	\$ 200,094	\$ 279,901

**YUKON HUMAN RIGHTS COMMISSION**

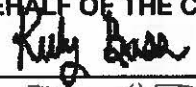
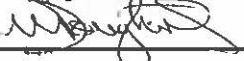
**Statement of Financial Position**

**March 31, 2023**

	2023	2022
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 157,873	\$ 195,804
Accounts receivable	47,999	117,603
Prepaid expenses	31,492	30,111
Term deposits	-	10,000
	<b>237,364</b>	<b>353,518</b>
<b>CAPITAL ASSETS (Net) (Note 3)</b>	<b>35,296</b>	<b>35,743</b>
<b>TOTAL ASSETS</b>	<b>\$ 272,660</b>	<b>\$ 389,261</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable	\$ 26,606	\$ 42,039
Wages payable	7,811	49,214
Employee deductions payable	38,149	18,107
	<b>72,566</b>	<b>109,360</b>
<b>TOTAL LIABILITIES</b>	<b>72,566</b>	<b>109,360</b>
<b>NET ASSETS</b>		
Unrestricted	164,798	244,158
Invested in capital assets	35,296	35,743
	<b>200,094</b>	<b>279,901</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 272,660</b>	<b>\$ 389,261</b>

LEASE COMMITMENTS (Note 4)

ON BEHALF OF THE COMMISSION

  
 \_\_\_\_\_ Co-Chair  
  
 \_\_\_\_\_ Co-Chair

**YUKON HUMAN RIGHTS COMMISSION**  
**Statement of Cash Flows**  
**Year Ended March 31, 2023**

	2023	2022
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenues over expenses	\$ (79,807)	\$ 81,414
Item not affecting cash:		
Amortization of capital assets	11,097	8,760
	<b>(68,710)</b>	<b>90,174</b>
Changes in non-cash working capital:		
Accounts receivable	69,604	(56,251)
Accounts payable	(15,429)	2,720
Prepaid expenses	(1,381)	(25,568)
Wages payable	(41,403)	681
Employee deductions payable	20,042	(7,691)
	<b>31,433</b>	<b>(86,109)</b>
Cash flow from (used by) operating activities	<b>(37,277)</b>	<b>4,065</b>
<b>INVESTING ACTIVITIES</b>		
Purchase of capital assets	(10,654)	(8,835)
Redemption of investments	10,000	-
Cash flow used by investing activities	<b>(654)</b>	<b>(8,835)</b>
<b>DECREASE IN CASH FLOW</b>	<b>(37,931)</b>	<b>(4,770)</b>
Cash - beginning of year	195,804	200,574
<b>CASH - END OF YEAR</b>	<b>\$ 157,873</b>	<b>\$ 195,804</b>

# YUKON HUMAN RIGHTS COMMISSION

## Notes to Financial Statements

Year Ended March 31, 2023

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### 1. PURPOSE OF THE ORGANIZATION

Yukon Human Rights Commission (the "organization") is an arm's length organization of the Government of Yukon. Management has determined that they are exempt from payment of income tax under Section 149(1) of the Income Tax Act. In 1987 the organization was created to investigate and resolve allegations of human rights violations in the Yukon and to administer the Human Rights Act. The organization is located 215 - 305 Main Street Whitehorse, Yukon.

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### 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 (ASNPO).

Some users may require further information as these statements have not been prepared for general purposes.

#### Cash

Cash includes cash balances and cashable guaranteed investment certificates (GICs) held in Canadian Schedule 1 financial institutions.

#### Revenue recognition

Yukon Human Rights Commission 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. Endowment contributions are recognized as direct increases in net assets.

Programming and other service revenues are recognized when the service has been delivered, the amount to be received can be reasonably estimated, and collection is reasonably assured.

#### Government grants

Government grants are recorded when there is a reasonable assurance that the organization had complied with and will continue to comply with, all the necessary conditions to obtain the grants.

#### 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:

Computer equipment	55%	declining balance method
Furniture and fixtures	15%	declining balance method
Leasehold improvements	10 years	straight-line method

The organization regularly reviews its capital assets to eliminate obsolete items. Government grants are treated as a reduction of capital assets cost.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

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**YUKON HUMAN RIGHTS COMMISSION**  
**Notes to Financial Statements**  
**Year Ended March 31, 2023**

**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.

Financial instruments

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.

Financial liabilities measured at amortized cost include accounts payable, accrued liabilities, government remittances payable, and wages payable.

Financial assets measured at amortized cost include accounts receivable.

**3. CAPITAL ASSETS**

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Computer equipment	\$ 60,651	\$ 49,562	\$ 11,089	\$ 7,681
Furniture and fixtures	19,736	13,545	6,191	7,284
Leasehold improvements	27,628	9,612	18,016	20,778
	<u>\$ 108,015</u>	<u>\$ 72,719</u>	<u>\$ 35,296</u>	<u>\$ 35,743</u>

**4. LEASE COMMITMENTS**

In 2017, the organization entered into a long-term lease with respect to its premises at 215 - 305 Main Street. The leased space is 4,214 square feet with a base rent of \$120,000 until October 1, 2024 when the base rent increases to \$125,000 per annum until the termination of the lease which was extended in 2019 to September 30, 2029. In addition to the above base rent, the organization must pay for its proportionate share of maintenance and other related costs for the leased premises.

Future minimum lease payments as at year end are as follows:

2024	\$ 122,500
2025	125,000
2026	125,000
2027	125,000
2028	125,000
Thereafter	177,083
	<u>\$ 799,583</u>

## YUKON HUMAN RIGHTS COMMISSION

### Notes to Financial Statements

Year Ended March 31, 2023

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#### 5. ECONOMIC DEPENDENCE

The organization is dependent on funding received from the Yukon Government and other federal, provincial, and municipal agencies for continued operations.

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#### 6. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of March 31, 2023.

##### Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from funders. In order to reduce its credit risk, the organization enters into contribution agreements for large contributions and only deals with reputable governments and funding agencies.

##### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities as they become due. The organization is exposed to this risk mainly in respect of its receipt of funding and the timing of accounts payable and other financial liabilities. The organization reduces this risk by preparing and maintaining an annual operating budget and projected cashflows, and ensuring funding agreement criteria are met to facilitate timely receipt of government funding.

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

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#### 7. COMPARATIVE FIGURES

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

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