

**YUKON HUMAN RIGHTS COMMISSION**

**Financial Statements**

**Year Ended March 31, 2019**

**YUKON HUMAN RIGHTS COMMISSION**  
**Index to Financial Statements**  
**Year Ended March 31, 2019**

---

	<b>Page</b>
<b>INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT</b>	<b>1</b>
<b>FINANCIAL STATEMENTS</b>	
<b>Statement of Revenues and Expenditures</b>	<b>2</b>
<b>Statement of Changes in Net Assets</b>	<b>3</b>
<b>Statement of Financial Position</b>	<b>4</b>
<b>Statement of Cash Flows</b>	<b>5</b>
<b>Notes to Financial Statements</b>	<b>6 - 8</b>

---

**INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT**

---

To the Members of Yukon Human Rights Commission

I have reviewed the accompanying financial statements of Yukon Human Rights Commission which comprise the statement of financial position as at March 31, 2019 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, 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 for the Financial Statements*

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 these financial statements do not present fairly, in all material respects, the financial position of Yukon Human Rights Commission as at March 31, 2019, 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.

*Other Matter*

The financial statements for the year ended March 31, 2018 were reviewed by another accounting firm who expressed an unmodified conclusion on those financial statements on June 15, 2019.

Whitehorse, Yukon  
November 1, 2019



Megan Coyne, CPA Ltd.  
Chartered Professional Accountant

**YUKON HUMAN RIGHTS COMMISSION**  
**Statement of Revenues and Expenditures**  
**Year Ended March 31, 2019**

	2019	2018
<b>INCOME</b>		
Government of Yukon core operation grant	\$ 803,000	\$ 817,000
Cost recovery, conference and other income	91,051	12,685
Government of Yukon French Language Services Directorate Agreement	44,849	56,229
Government of Yukon wage recovery	16,092	14,683
Government of Yukon training grants	346	4,019
Interest income	31	68
	<u>955,369</u>	<u>904,684</u>
<b>EXPENSES</b>		
Amortization	8,561	9,207
Annual report	-	1,695
Bank charges	1,015	791
Board liability insurance	5,900	6,045
CASHRA conference hosting and attendance	64,403	7,654
Case investigation	1,816	20,767
Commission Members - honouraria	15,400	15,200
Commission Members - meetings and travel	3,413	5,872
Commission Members - training	-	3,247
Delivery and postage	415	1,389
Employee travel and training	16,888	18,484
Insurance - general	1,316	1,286
Janitorial	2,160	2,084
Legal and contract services	56,648	28,058
Library/resources	6,115	3,989
Memberships	1,000	1,000
Office	8,378	20,902
Professional accounting fees	4,750	4,249
Rental	48,360	46,483
Repairs and maintenance	32,044	32,929
Special events projects	29,093	9,120
Subscriptions, publications and films	2,725	2,513
Telephone and internet	10,966	11,076
Wages and wage expense	598,482	520,249
Website and print materials	4,639	8,815
	<u>924,487</u>	<u>783,104</u>
<b>EXCESS OF INCOME OVER EXPENSES</b>	<b>\$ 30,882</b>	<b>\$ 121,580</b>

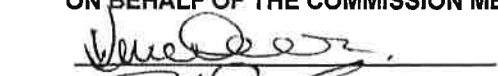
**YUKON HUMAN RIGHTS COMMISSION**  
**Statement of Changes In Net Assets**  
**Year Ended March 31, 2019**

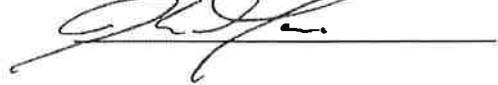
	2018 Balance	Excess of income over expenses	Capital asset additions and disposals	Amortization of equipment in year	2019 Balance
Unrestricted Net Assets	\$ 84,795	\$ 30,882	\$ -	\$ 8,561	\$ 124,238
Investment in Equipment	23,871	-	-	(8,561)	15,310
	<b>\$ 108,666</b>	<b>\$ 30,882</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 139,548</b>
	2017 Balance	Excess of income over expenses	Capital asset additions and disposals	Amortization of equipment in year	2018 Balance
Unrestricted Net Assets	\$ (26,333)	\$ 121,580	\$ (19,659)	\$ 9,207	\$ 84,795
Investment in Equipment	13,419	-	19,659	(9,207)	23,871
	<b>\$ (12,914)</b>	<b>\$ 121,580</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 108,666</b>

**YUKON HUMAN RIGHTS COMMISSION**  
**Statement of Financial Position**  
**March 31, 2019**

	2019	2018
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 123,634	\$ 61,216
Term deposits	10,000	-
Accounts receivable	30,632	60,331
Prepaid expenses	3,614	13,384
	<u>167,880</u>	<u>134,931</u>
EQUIPMENT (Note 5)	<u>15,310</u>	<u>23,871</u>
	<u>\$ 183,190</u>	<u>\$ 158,802</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable	\$ 14,844	\$ 6,659
Wages payable	7,160	7,952
Employee deductions payable	21,638	35,525
	<u>43,642</u>	<u>50,136</u>
NET ASSETS	<u>139,548</u>	<u>108,666</u>
	<u>\$ 183,190</u>	<u>\$ 158,802</u>

ON BEHALF OF THE COMMISSION MEMBERS

  
 \_\_\_\_\_ Commission Member

  
 \_\_\_\_\_ Commission Member

**YUKON HUMAN RIGHTS COMMISSION**  
**Statement of Cash Flows**  
**Year Ended March 31, 2019**

	2019	2018
<b>OPERATING ACTIVITIES</b>		
excess of income over expenses	\$ 30,882	\$ 121,580
Item not affecting cash:		
Amortization of equipment	8,561	9,207
	<u>39,443</u>	<u>130,787</u>
Changes in non-cash working capital:		
Accounts receivable	29,699	(59,171)
Accounts payable	8,185	(22,411)
Prepaid expenses	9,770	(4,220)
Wages payable	(792)	(3,153)
Employee deductions payable	(13,887)	(8,883)
	<u>32,975</u>	<u>(97,838)</u>
Cash flow from operating activities	<u>72,418</u>	<u>32,949</u>
<b>INVESTING ACTIVITY</b>		
Purchase of equipment	-	(19,659)
<b>INCREASE IN CASH FLOW</b>	<b>72,418</b>	<b>13,290</b>
Cash - beginning of year	<u>61,216</u>	<u>47,926</u>
<b>CASH - END OF YEAR</b>	<b>\$ 133,634</b>	<b>\$ 61,216</b>

# YUKON HUMAN RIGHTS COMMISSION

## Notes to Financial Statements

Year Ended March 31, 2019

---

### 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.

### 2. BASIS OF PRESENTATION

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

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

### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Cash and short term investments

Cash and cash equivalents consist primarily of commercial paper and deposits with an original maturity date of purchase of three months or less. Because of the short term maturity of these investments, their carrying amount approximates fair value.

#### 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.

Seminar fees are recognized as revenue when the seminars are held.

#### Equipment

Equipment is stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life on a declining balance basis at the following rates and methods:

Computer equipment	55%
Furniture and fixtures	20%

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

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

#### Donated goods

Donated capital assets and materials are recorded at estimated fair market value with a corresponding amount of revenue as "Donations in-kind"

(continues)



# YUKON HUMAN RIGHTS COMMISSION

## Notes to Financial Statements

Year Ended March 31, 2019

### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Impairment of Long Lived Assets

The organization tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

#### 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.

### 4. TERM DEPOSITS

	2019	2018
GIC - Maturity August 13, 2019 @ 2.6880%	\$ 10,000	\$ -

### 5. EQUIPMENT

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Computer equipment	\$ 32,026	\$ 26,424	\$ 5,602	\$ 12,449
Furniture and fixtures	18,307	8,599	9,708	11,422
	\$ 50,333	\$ 35,023	\$ 15,310	\$ 23,871

### 6. ECONOMIC DEPENDENCE

The Commission is economically dependent upon the Government of Yukon as \$864,286 (2018 - \$891,931) of operating revenue comes from this source.

## YUKON HUMAN RIGHTS COMMISSION

### Notes to Financial Statements

Year Ended March 31, 2019

---

#### 7. LEASE COMMITMENTS

In 2018 year, the organization agreed to lease a premises under a 10 year lease that expires on October 31, 2027. Under the lease, the organization is required to pay a base rent of \$48,360 for the first 2-year term, \$53,940 for the second four-year term and \$57,660 for the third four-year term. 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.

#### 8. FINANCIAL INSTRUMENTS

The organization 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 organization's risk exposure and concentration as of March 31, 2019.

##### *(a) Liquidity risk*

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its receipt of funds from the Government of Yukon and other related sources. In the current year, the organization has sufficient current assets to meet its current liabilities. However, this can change based on the yearly negotiation of the operational funding agreements with Government of Yukon.

##### *(b) Interest rate risk*

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

##### *(c) Additional risk*

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

#### 9. COMPARATIVE FIGURES

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