



WHITEHORSE CHAMBER OF COMMERCE

ANNUAL REPORT 2019 - 2020



TABLE OF CONTENTS

WHAT IS A CHAMBER OF COMMERCE?	3
ORGANIZATION PROFILE	4
BOARD OF DIRECTORS	5
MEMBERSHIP BENEFITS	7
WHITEHORSE CHAMBER OF COMMERCE ACTIVITIES	8
CHAIR'S REPORT	13
EXECUTIVE DIRECTOR'S REPORT	15
FINANCIAL SUMMARY	17

WHAT IS A CHAMBER OF COMMERCE?

A Chamber of Commerce is a member-based organization geared towards supporting local businesses and organizations in various ways, including promoting economic growth and positive business conditions, marketing, research, training, business exploration and development, facilitating commercial development and providing contacts and networking opportunities.

A CHAMBER AND THE LEVELS OF GOVERNMENT

A Chamber acts as a liaison between local businesses and levels of government by:

- Representing business interests
- Managing some administrative tasks for governments
- Striving to educate governing bodies on the needs of the business community, as well as conflict resolution when these needs are overlooked

A Chamber of Commerce is comprised of members representing a diverse business community. By focusing on the needs of individual businesses, a Chamber will strive to promote a universal strength within the business community in its entirety; therefore, an individual Chamber is only as strong as the members it represents.

ORGANIZATION PROFILE

The Whitehorse Chamber of Commerce (WCC) supports all businesses and organizations to contribute to the economic, civil and social well-being of Whitehorse. The WCC is a member-based organization geared toward supporting local businesses and organizations through providing support and advisory services to further the development of Yukon businesses and industry, including business advocacy, professional training and development, benefits programs, advertising/marketing support and business to business connections.

Whitehorse Chamber of Commerce

"The Voice of Whitehorse Business"

Vision Statement

To create the most ideal environment for business growth in the Whitehorse business community so the Yukon economy supports itself.

Our Mission

The Whitehorse Chamber of Commerce supports and advocates for all businesses and organizations to contribute to the economic, civil and social well-being of Whitehorse.

Our Core Values

- Collaboration;
- Inclusiveness; and,
- Diversity

We Are

- Forward-looking and pro-active

We Will

- Act with Integrity

BOARD OF DIRECTORS 2019-2020



Chair
Mike Pemberton
General Manager, Ashley HomeStore



1st Vice Chair
Lars Hartling
Hartling & Hartling Real Estate Holdings



2nd Vice Chair
Kirk Cameron
President, Northern Governance Institute
(NGI)



Treasurer
Kyle Blahy
Senior Manager & Team Lead | Commercial Banking, CIBC



Secretary
Shirley Chua-Tan
Sales Associate
Coldwell Banker Redwood Realty



Past Chair
Stan Thompson
CFO & VP Corporate Services, Northwestel

BOARD OF DIRECTORS 2019-2020



Alex Doepel
General Manager
Dakwakada Capital Investments



Allison Camenzuli, CGD™
Managing Director Whitehorse,
Kellett Communications



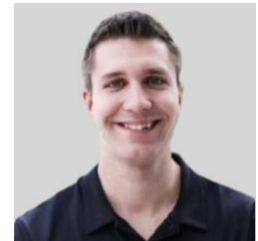
Brent Bugg, CAIB
Commercial Account Executive
HUB International Insurance Brokers



Inga Petri, CAIP
President, Founder
Strategic Moves



Jerome Casanova
Senior Property Manager,
Northern Vision Development LP



Joel Gaetz
CFO, Partner
Gray Management Services



Sylvio Lin
General Manager, Triniti Technology

Administration



Executive Director
Susan Simpson



Office & Programs Manager
Andrei Samson

MEMBERSHIP BENEFITS

The Whitehorse Chamber of Commerce is proud to represent close to 500 businesses and organizations in the Yukon and is the only accredited Chamber of Commerce in all of Northern Canada to have received the chamber accreditation of Canada's five star accreditation rating, recognizing our chamber as being one of the top 10% of all of Canadian chambers.

Business Advocacy

- Advocacy at all levels of government
- Business support and resource sharing
- Business to business connections

Professional Growth

- SME Training and Development Program
- Yukon Business Development (YBDP) Program
- Small Business Week Financial Workshops and Seminars

Direct Member Benefits

- Business After Hours events and other networking opportunities
- Buy Local Program
 - Yukoner Appreciation Day
 - Business of the Month feature
 - Ongoing Buy Local campaign
- Group Insurance Benefits Plan operated by Yukon Benefits

Member Rates on:

- ADP Payroll Services: members get 25% off payroll support and HR management services
- Lenovo: members get up to 30% off the public web price of Lenovo's entire product line
- UPS: members get up to 40% off shipments and freight services within North America and worldwide

Plus, discounted rates on:

- Events and conferences
- Advertising on monthly newsletter, website and social media
- Planter Box & Urban Visitor Signage (UVS) Program
- Advertising on YuWin job board

When a business joins the Chamber, they can learn about issues that affect business, and add their voice to the Chamber's efforts to address them. Equally important is that the Chamber can support you on the issues that concern your business. We are much stronger if we stand together. Working together works.

WHITEHORSE CHAMBER OF COMMERCE ACTIVITIES

2019/2020

Programming, events, advocacy and other activities kept the WCC organization busy throughout 2019/2020. WCC advocated on behalf of membership on policies and issues such as: *Draft Procurement Policy, Housing Incentives Policy, Downtown Parking Policy, Schwatka Lake Plan, 2040 Official Community Plan*, housing and land development and short-term rentals (City of Whitehorse); and, Immigration, regulations regarding recycling charges to businesses in all sectors, the Whitehorse Emergency Shelter, Procurement and Minimum Wage (Government of Yukon), working with the departments of Economic Development, Highways and Public Works, Education, Justice, Community Services, Energy Mines and Resources and Tourism and Culture.

The Board of Directors and staff participated in an all-day session on *The Top Issues Faced by Businesses in 2019* that generated ideas and discussion for future advocacy initiatives.

Summary of 2019-20 Projects:

PLANTER BOX PROGRAM AND URBAN VISITOR SIGNAGE PROGRAM

The Chamber continues to operate and manage the Urban Visitor Signage (UVS) and the Planter Box program. Both of these programs provide low-cost advertising and marketing opportunities for our members.

For more than 19 years the Whitehorse Chamber of Commerce has partnered with Challenge Disability Resource Group, and the City of Whitehorse to organize and facilitate the Planter Box Program. The Planter Box Program is a popular program that operates annually from June until the middle of September. The Planter Boxes help to beautify the City of Whitehorse by greatly adding to the aesthetic value of our city and they are appreciated by residents and visitors alike. This is also an opportunity for our members to advertise in our program.

The Urban Visitor Signage Program (UVS) is a project that was spearheaded in 2006 by the Whitehorse Chamber of Commerce, in partnership with the Government of Yukon - Department of Highways and Public Works. The goal of this program is to share information about Yukon businesses and services with visitors traveling through and within Whitehorse city limits.

SMALL MEDIUM ENTERPRISE (SME) PROFESSIONAL DEVELOPMENT PROGRAM

For several years, the WCC, with funding from the Canadian Northern Economic Development Agency (CanNor), the Department of Economic Development, Yukon Government (EcDev) and partnering with service providers in the SME community, provided training and development opportunities for businesses. Our goal in this is to increase the capacity of the Yukon SME community by offering training and development to build the private sector in the Yukon, such that Yukon businesses may be immersed in, and part of, a positive, forward-moving economy.

Throughout the 2019-20 fiscal year, many businesses and organizations benefitted from participating in SME professional development course offering including:

1. Financial, Tax and Accounting Considerations of Starting a New Business
2. Advanced Financial Management
3. Marketing Communications and Digital Marketing
4. Human Resources 101 and 202
5. Small Business Week Financial Workshops and Seminars
6. Business Succession Planning

YUKON BUSINESS DEVELOPMENT PROGRAM (YBDP)

In partnership with the Whitehorse Chamber of Commerce, Canadian Northern Economic Development Agency and the Yukon's Department of Economic Development, the *Yukon Business Development Program* continued to offer Yukon businesses access to global expertise for local challenges in 2019-20. The balance of workshops, intake and value-added extras delivered on a strong first quarter for the 2019/2020 season, as business owners worked through their unique challenges and barriers to growth in non-traditional, workshop-style sessions that highlight the expertise and skills required to co-create effective strategies, to implement recommendations and to provide guidance for expansion and diversification.

The *YBDP* balanced the intake of new participants with the delivery of solid workshop outcomes, with participants interacting with entrepreneurial ecosystem players in the Yukon and workshop consultants. This year's workshops featured experts from Montana, Oregon, Ontario, Nova Scotia and Yukon, with the number of participating businesses increasing from ten to thirteen: Yukon Discovery Lodge, Yukon Berry Farms, M-Grid Energy, North Star Agriculture, Klondike Travel, Northern Strength Academy, Free Pour Jenny's, Solvest, Nature Tours of Yukon, Kicksled Revolution, Overland Yukon, Mosquito Jet Boats, and Yukon Springs.

BUY LOCAL "LOOK INSIDE" PROGRAM

As has been seen globally in all consumer markets worldwide, local retailers and service industries are facing increased competition from online retailers and international companies determined to reduce barriers to traditional service models. The growth of Amazon and its current offering of multiple individual product items over continuously expanding product categories is one indicator of the forces pushing retailers to compete for consumer loyalty through price, inventory selection, and delivery times - in ways that Yukon businesses might not have anticipated.

Throughout the 2019-20 fiscal year, the Whitehorse Chamber continued to incorporate the recommendations from the *Buy Local "Look Inside"* campaign. The expansion of this strategic Buy Local program has led to the following outcomes: increased local consumer awareness of the economic benefits of Yukon-generated dollars supporting local purchasing; local business expansion; and, rapid growth of the Chambers' Buy Local social media platform. Part of this campaign is the very successful Yukoner Appreciation Day celebration, typically held each year on the first Friday of November.

ANNUAL BUSINESS AWARDS BANQUET

The 2019 Business Awards Event was held on June 6, 2019 at the Kwanlin Dun Cultural Centre, with a sold-out audience of 230 people. From start-ups to local legends, the awards shone a light on hard-working businesses, community leaders and entrepreneurs in six award categories. Finalists were chosen by an independent panel of business leaders who generously volunteered their time for the benefit of the Whitehorse business community. In the weeks leading up to the event, the chamber contracted a local business to interview and capture eleven sixty-second videos of the finalists in each award category, which were premiered for the guests at the event.

SMALL BUSINESS WEEK

In October 2019, WCC piloted a new event: *Small Business Week*, an annual celebration of entrepreneurship across Canada, developed by Business Development Canada (BDC). During the weeklong event, WCC partnered with BDC and Dana Naye Ventures to deliver a series of workshops and events including: a kick-off event, financial management seminars; a Speed Mentorship Night for Entrepreneurs; and, an entrepreneurial panel discussion. This new event brought tremendous value to approximately two hundred community members and created an innovative platform for new partnerships, collaborations, networking opportunities and idea-sharing within the entrepreneur community.

WCC received positive feedback from participants and partners and have set a goal to make Small Business Week an annual event, with an expansion of the successful 2019 pilot in 2020. We will be seeking input from the community to inform this planning and we are thankful for the funding provided in this agreement because that financial support enabled us to expand the venue, to offer additional workshops and to increase the reach of the pilot event to the benefit of chamber membership and the business community.

PARTNERING FOR SUCCESS PROGRAM

Through the *Partnering for Success Program*, we have been able to constructively contribute to City of Whitehorse and Yukon Government procurement processes, regulations and policies, particularly concerning the procurement of local goods and services. Throughout the fall of 2019, extensive consultation between the City of Whitehorse and the WCC regarding a proposed Procurement Policy was undertaken and program funding within the current funding agreement positively impacts the business community, providing resources for the chamber to be involved in advocacy and engagement on their behalf.

Changes to programming at the Whitehorse Emergency Shelter have created significant issues for business owners in the vicinity of the shelter and the WCC is actively participating in advocacy to all levels of government to work towards resolving these concerns to the benefit of shelter guests, businesses and neighbours alike.

Several breakfast information sessions and conferences were held throughout the 2019-20 fiscal year including:

- Information Session on single-use shopping bags
- Information Session on Immigration Programs to Recruit & Retain Foreign Workers
- Information Session on Whitehorse Emergency Shelter
- Information Session on Yukon College Vision 2030
- Information Session on Nominee Program: Yukon Community Program Launch
- Information Session: Investing for Generations, Canada Pension Plan Investment Board
- CRA liaison meeting with all CPA's in Yukon
- Building Partnerships Conference: The Future for Renewable Energy Growth in Yukon
- Yukon's 6th Annual Industry Conference, 2020 Procurement: Perspectives in Focus

BUSINESS AFTER HOURS

Throughout 2019-20, WCC hosted fifteen Business After Hours (BAH) events for businesses and organizations from a range of sectors. Biweekly BAH's were hosted from September to May, providing a fun, social venue for networking and member spotlighting. This event continued to be very popular, and the season was fully booked with a waiting list in place by October.

CHAIR'S REPORT



We started this term at the WCC with excitement and a desire to strengthen the organization that has long been an institution in our city as the premier business group. Through advocacy, education, and events, we maintain and continue to increase the strength of the group. The impact of the COVID-19 Pandemic has been devastating to many of our members and the business community of Yukon and it will continue to impact our community throughout the duration of 2020 and into 2021. We must be cohesive during these times, recognizing that we are all in this together and the safety of all of our citizens should be our first and foremost concern.

This AGM brings me to the end of my term as Chair of the WCC and as I pass this role on to Lars Hartling, it is important to know that the transition is with the utmost respect and support for his term and I can only hope that I can support Lars at the same level of guidance that I received from Stan Thompson in his role as Past Chair.

I would like to acknowledge and express gratitude from the business community to the board members who are at the end of their term, to new Directors joining the board and to the continuing Directors. The commitment you have made and will continue to make is the foundation of the organization that will lead us with strength into the future.

Our engagement with all levels of government has truly been a partnership that has given value to our organization and our membership that will have long lasting effects into the future and through these difficult times.

The organization continues to attract new members and I am pleased to announce that through the hard work of the Membership Committee and staff, we have reached five-hundred members and we are continuing to grow.

WCC has several working committees that specifically focus on crucial areas for business. The work of board members and members of the business community who provide valuable time and input to these committees is appreciated.

The WCC operates with two amazing, dedicated professionals and I personally would like to recognize Susan Simpson, Executive Director, and Andrei Samson, Projects and Office Manager, for their support and commitment to the Chamber movement.

Finally, the organization is financially solid and, the value return for our membership is a strong indicator that the WCC will continue to provide impactful programs, services and supports into the future.

Thank you,

A handwritten signature in black ink, appearing to be 'MP', with several horizontal lines underneath it.

Mike Pemberton

Outgoing Chair, Whitehorse Chamber of Commerce Board of Directors

EXECUTIVE DIRECTOR'S REPORT



One year ago, I joined the Whitehorse Chamber of Commerce as Executive Director and it has been my honour to work with the Board of Directors, the committees and the staff, as our organization works to represent the interests of membership and the Whitehorse community.

Advocacy

Throughout the past year, we have worked on several advocacy initiatives including: City of Whitehorse - downtown parking, short-term rentals, 2040 OCP, Schwatka Lake Plan (2015), housing and land development and procurement; Government of Yukon - Whitehorse Emergency Shelter, procurement, single-use bags, minimum wage and immigration.

PROGRAMMING

SME Training and Development: The Government of Yukon and the Canadian Economic Development Agency (CanNoR) provide funding for training and development seminars, workshops and courses that were well attended, delivering a number of positive benefits to businesses and organizations.

Business After Hours, UVS Highway Signs and Planter Box Programs: These programs provide advertising benefits to members and non-members alike.

YuWIN Job Board: January 2020 marked one year from the date we assumed the management of this high-traffic job board. We have finalized a strategic plan for marketing and advertising, with implementation set to commence in the near future.

Buy Local Program: The venue for November's Yukoner Appreciation Day was changed and the event was a big success, with sixty-three participating businesses and over 1,300 people participating in the passport contest. The new venue provided an opportunity to host other organizations including the Arctic Winter Games and Yukon Sourdough Rendezvous, with Save On Foods providing snacks and refreshments and North of Ordinary donating a photo booth to capture memories from the day. Thank you to these businesses and to all who participated in this fantastic event.

WCC's Buy Local Program is more than a marketing campaign - it is an advocacy movement that challenges the policies and practices that impact the retention of money in Yukon's economy. Local businesses generously donate and support sports teams, arts and culture programming and events, and NGOs with mandates to promote and support the well-being of our territory to name a few. We will continue to challenge government to support local through procurement practices and policies that are favourable to local businesses - we have seen significant progress and positive changes and we will continue with this important work.

Yukon Business Development Program (YBDP): Yukon Government provided funding for Selection Committee meetings, website development and other logistics for WCC to support this successful program that benefits many Yukon businesses.

Small Business Week: In October, we added this new event to our programming, in partnership with BDC and Dana Naye Ventures. This week-long event saw two hundred people participating in a kick-off event, daytime and evening workshops, an entrepreneur panel and a Business After Hours and provided many opportunities for business-to-business connections and networking.

Partnerships

WCC benefits from partnerships with various stakeholders that support us in doing the work of the organization. These relationships are essential to our operations and we thank all of you for your support and collaboration.

Board of Directors

We are proud of our accomplishments over the past year and for the dedicated volunteers that serve on our Board of Directors. Our board members are active, involved, dedicated and committed to the Chamber, bringing valuable business acumen to the table. My appreciation for them is immeasurable - thank you for making this organization a great team and for your individual support for my role.

Special Mention

Andrei Samson, Programs and Office Manager, contributes her creativity, organization and outstanding interpersonal skills to the WCC, for which I am immensely grateful. Thank you, Andrei for all of your hard work and dedication and for being my valued colleague - we are so fortunate to have you with us and I look forward to what will come over the next year.

Final Words

Thank you to WCC membership for the calls, reach-outs, constructive feedback, encouragement and responses to our requests for information - the businesses and organizations that comprise our membership make this organization efficient, effective and sustainable. In view of the COVID-19 Pandemic response, I offer my humble gratitude to the private sector, as you continue forward in the face of immense challenge - we are here for you.

Thank you.



Susan Guatto (Simpson)
Executive Director, Whitehorse Chamber of Commerce

FINANCIAL SUMMARY

Kristine Lawrie, CPA Ltd.
Chartered Professional Accountant

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of the Whitehorse Chamber of Commerce

I have reviewed the statement of financial position of the Whitehorse Chamber of Commerce as at March 31, 2020 and the statements of revenues and expenditures, changes in net assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

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

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

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

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 the Whitehorse Chamber of Commerce as at March 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with the Canadian accounting standards for not-for-profit organizations.

Whitehorse, Yukon

June 5, 2020



CHARTERED PROFESSIONAL ACCOUNTANT

Whitehorse Chamber of Commerce
Statement of Financial Position
Year Ended March 31, 2020 (Unaudited)

	2020	2019
ASSETS		
CURRENT		
Cash	\$ 213,197	\$ 197,144
GIC (Note 4)	22,146	21,814
Accounts receivable	78,212	28,020
Goods and services tax recoverable	1,678	511
Prepaid expenses	364	364
	315,597	247,853
CAPITAL ASSETS (Note 5)	4,772	1,726
	\$ 320,369	\$ 249,579
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 26,153	\$ 12,834
Employee deductions payable (receivable)	(1,529)	4,040
Deferred income (Note 6)	26,959	25,293
	51,583	42,167
NET ASSETS		
Investment in capital assets	4,772	1,727
Unrestricted	264,014	205,685
	268,786	207,412
	\$ 320,369	\$ 249,579

ON BEHALF OF THE BOARD

 Director

 Director

Whitehorse Chamber of Commerce
Statement of Revenues and Expenditures
Year Ended March 31, 2020 (Unaudited)

	2020	2019
REVENUES		
Government of Yukon, Department of Economic Development	\$ 193,896	\$ 137,125
Government of Canada, CANNOR	100,000	72,500
Membership	106,170	101,953
Highway signs	53,319	47,248
Programs and special events	47,105	65,424
Group insurance	33,687	37,187
Business After Hours	11,684	8,944
Planter boxes	9,910	9,595
Advertising	2,980	3,340
Interest and other	1,295	32
	560,046	483,348
EXPENSES		
Advertising and promotion	14,955	24,170
Amortization	2,063	1,370
Bad debts	3,675	2,765
Business After Hours	1,316	841
Contracted services	93,818	-
Highway signs and planter boxes	8,573	4,645
Insurance	1,864	1,753
Interest and bank charges	4,597	4,325
Licenses, fees and dues	8,246	2,912
Meetings	4,044	2,507
Office and administration	22,543	22,666
Printing and publications	-	187
Professional fees	17,123	26,063
Programs and special events	215,728	192,430
Rental	3,000	3,000
Salaries and wages	79,386	176,978
Travel	10,165	8,555
Utilities	7,575	6,644
	498,671	481,811
EXCESS OF REVENUES OVER EXPENSES	\$ 61,375	\$ 1,537

Whitehorse Chamber of Commerce
Statement of Changes in Net Assets
Year Ended March 31, 2020 *(Unaudited)*

	Unrestricted fund	Invested in capital assets	2020	2019
NET ASSETS - BEGINNING OF YEAR	\$ 205,685	\$ 1,726	\$ 207,411	\$ 205,874
EXCESS OF REVENUES OVER EXPENSES	61,375	-	61,375	1,537
Amortization of capital assets	2,063	(2,063)	-	-
Addition of capital assets	(5,109)	5,109	-	-
NET ASSETS - END OF YEAR	\$ 264,014	\$ 4,772	\$ 268,786	\$ 207,411

Whitehorse Chamber of Commerce
Statement of Cash Flow
Year Ended March 31, 2020 (Unaudited)

	2020	2019
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 61,375	\$ 1,537
Item not affecting cash:		
Amortization of capital assets	2,063	1,370
	63,438	2,907
Changes in non-cash working capital:		
Accounts receivable	(50,192)	28,150
Accounts payable	13,317	(5,131)
Deferred income	1,666	(781)
Prepaid expenses	-	(2)
Goods and services tax payable	(1,167)	1,954
Wages payable	-	(2,575)
Employee deductions payable	(5,569)	1,357
	(41,945)	22,972
Cash flow from operating activities	21,493	25,879
INVESTING ACTIVITIES		
Purchase of capital assets	(5,109)	-
Accrued interest earned on GIC	(331)	(18)
Cash flow used by investing activities	(5,440)	(18)
INCREASE IN CASH FLOW	16,053	25,861
Cash - beginning of year	197,144	171,283
CASH - END OF YEAR	\$ 213,197	\$ 197,144

Whitehorse Chamber of Commerce

Notes to Financial Statements

Year Ended March 31, 2020 (Unaudited)

1. PURPOSE OF THE ORGANIZATION

Whitehorse Chamber of Commerce (the "organization") is a Yukon not-for-profit organization which has been in existence since 1947. The purpose of the organization is to represent small business interests and serve the needs of the Whitehorse business community. Management has determined that they are exempt from payment of income tax under Section 149(1) of the Income Tax Act.

The organization's head office is located at 302 Steele Street, Whitehorse, Yukon.

2. BASIS OF PRESENTATION

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

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Revenue recognition

Whitehorse Chamber of Commerce 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.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

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	20% 5yrs S/L

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.

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.

Notes to Financial Statements

Year Ended March 31, 2020 (Unaudited)

4. GIC

The organization holds a GIC with a cost of \$22,146 (2019 - \$21,814), earning interest at a rate of 0.45%, maturing on March 17, 2023.

5. CAPITAL ASSETS

	Cost	Accumulated amortization	2020 Net book value	2019 Net book value
Computer equipment	\$ 17,095	\$ 12,989	\$ 4,106	\$ 894
Furniture and fixtures	10,887	10,221	666	832
	<u>\$ 27,982</u>	<u>\$ 23,210</u>	<u>\$ 4,772</u>	<u>\$ 1,726</u>

6. DEFERRED INCOME

	2020	2019
Membership fees	<u>\$ 26,959</u>	<u>\$ 25,293</u>

7. RELATED PARTY TRANSACTIONS

The following is a summary of the organization's related party transactions:

	2020	2019
Employee contract		
An employee of the Chamber was paid for contract work over and above their employment contract.	\$ 17,052	\$ -

This transaction is in the normal course of operations and is measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

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, 2020. (continues)

Notes to Financial Statements

Year Ended March 31, 2020 (Unaudited)

8. FINANCIAL INSTRUMENTS *(continued)*

(a) 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 customers. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The organization has a significant number of customers which minimizes concentration of credit risk. The risk on large contributions is mitigated by entering into contribution agreements.

(b) 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 its customers and other related sources, and accounts payable.

(c) 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 interest earning GIC.

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.