

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Financial Information**

**For The Year Ended August 31, 2021**

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Financial Statements**

**For The Year Ended August 31, 2021**

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## Independent Practitioner's Review Engagement Report

To The Board of Directors

### MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE

We have reviewed the accompanying financial statements of **Medicine Hat & District Chamber of Commerce** that comprise the statement of financial position as at August 31, 2021, and the statements of changes in net assets, operations 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 enterprises, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Practitioner's Responsibility*

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

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

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

#### *Conclusion*

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of **Medicine Hat & District Chamber of Commerce** as at August 31, 2021, 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 enterprises.

*Johnston Morrison Hunter & Co. Professional Corporation*

**Johnston Morrison Hunter & Co. Professional Corporation**  
**Chartered Professional Accountants**

**Medicine Hat, Alberta**  
**November 17, 2021**

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Statement of Financial Position  
 August 31, 2021**

**(Unaudited)**

	2021	2020
	\$	\$
<b>Assets</b>		
<b>Current</b>		
Cash and cash equivalents	445,958	61,077
Short-term investments (Note 3)	221,619	220,000
Accounts receivable (Note 4)	118,661	128,938
Goods and services tax receivable	1,105	-
Prepaid expenses and other current assets (Note 5)	<u>6,623</u>	<u>20,931</u>
	793,966	430,946
<b>Capital Assets (Note 6)</b>	<u>334,861</u>	<u>370,939</u>
	<u>1,128,827</u>	<u>801,885</u>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	40,566	73,226
Goods and services tax payable	-	2,717
Deferred revenue (Note 7)	358,859	106,295
Current portion of obligation under capital lease	<u>-</u>	<u>2,557</u>
	399,425	184,795
<b>Long-Term Debt (Note 8)</b>	60,000	40,000
<b>Unamortized Expended Capital Contributions</b>	<u>-</u>	<u>3,582</u>
	<u>459,425</u>	<u>228,377</u>
<b>Commitment (Note 9)</b>		
<b>Net Assets</b>		
<b>Invested in Capital Assets</b>	334,861	364,800
<b>Unrestricted</b>	<u>334,541</u>	<u>208,708</u>
	<u>669,402</u>	<u>573,508</u>
	<u>1,128,827</u>	<u>801,885</u>

Approved by the Board

Director:



Director:



**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Statement of Changes in Net Assets  
For The Year Ended August 31, 2021**

**(Unaudited)**

	Invested In Capital Assets	Unrestricted	Total 2021	Total 2020
	\$	\$	\$	\$
<b>Balance</b> , beginning of year	364,800	208,708	<b>573,508</b>	431,111
Excess of revenue over expenses for the year	-	95,894	<b>95,894</b>	142,397
Net addition of capital assets	5,278	(5,278)	-	-
Amortization of capital assets	<u>(35,217)</u>	<u>35,217</u>	<u>-</u>	<u>-</u>
<b>Balance</b> , end of year	<u><u>334,861</u></u>	<u><u>334,541</u></u>	<u><u><b>669,402</b></u></u>	<u><u><b>573,508</b></u></u>

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Statement of Operations  
For The Year Ended August 31, 2021**

**(Unaudited)**

	Direct Revenue	Direct Expenses	2021	2020
	\$	\$	\$	\$
<b>Revenue and Direct Expenses</b>				
Board	-	43,352	<b>(43,352)</b>	(35,809)
Business advocacy	100	41,574	<b>(41,474)</b>	(64,867)
Membership	250,545	96,749	<b>153,796</b>	153,533
Fall trade show	(2,083)	1,245	<b>(3,328)</b>	35,680
Spring trade show	-	27,809	<b>(27,809)</b>	63,733
Business builders	6,460	26,178	<b>(19,718)</b>	(15,642)
Business awards	35,250	46,707	<b>(11,457)</b>	(360)
Annual general meeting	-	5,875	<b>(5,875)</b>	(6,592)
Cluster signs	45,765	11,582	<b>34,183</b>	37,912
Communication	1,790	50,042	<b>(48,252)</b>	(63,568)
Agribusiness	-	2,073	<b>(2,073)</b>	(7,385)
Urban development industry	4,250	2,385	<b>1,865</b>	-
Other events & initiatives	34,595	28,913	<b>5,682</b>	(4,773)
	<u>376,672</u>	<u>384,484</u>	<u><b>(7,812)</b></u>	<u>91,862</u>
<b>General and Administrative Expenses</b>				
General and administrative expenses, Schedule "A"			<b>137,156</b>	107,111
Amortization			<b>35,217</b>	33,763
Interest and bank charges			<b>5,046</b>	1,515
Interest on obligation under capital lease			<u>-</u>	<u>131</u>
			<u><b>177,419</b></u>	<u>142,520</u>
<b>Excess (Deficiency) of Revenue Over Expenses Before Other Revenue</b>			<u><b>(185,231)</b></u>	<u>(50,658)</u>
<b>Other Revenue</b>				
Canada emergency wage subsidy			<b>114,548</b>	97,280
Grants			<b>73,574</b>	-
Group insurance			<b>81,789</b>	80,784
Affinity partner commission			-	2,622
Interest and investment			<b>6,630</b>	8,058
Rental			<u>4,584</u>	<u>4,311</u>
			<u><b>281,125</b></u>	<u>193,055</u>
<b>Excess of Revenue Over Expenses For The Year</b>			<u><u><b>95,894</b></u></u>	<u><u>142,397</u></u>

The accompanying notes are an integral part of these financial statements

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Statement of Cash Flows  
For The Year Ended August 31, 2021**

**(Unaudited)**

	2021	2020
	\$	\$
<b>Cash Flows From Operating Activities</b>		
Excess of revenue over expenses for the year	95,894	142,397
<b>Non-Cash Items</b>		
Amortization	<u>35,217</u>	<u>33,763</u>
	131,111	176,160
<b>Changes in Non-Cash Working Capital</b>		
Accounts receivable	10,276	(123,393)
Goods and services tax receivable	(1,105)	-
Prepaid expenses and other current assets	14,308	39,065
Accounts payable and accrued liabilities	(32,659)	(8,841)
Goods and services tax payable	(2,717)	(8,605)
Deferred revenue	<u>252,563</u>	<u>(237,221)</u>
	<u>371,777</u>	<u>(162,835)</u>
<b>Cash Flows From Investing Activities</b>		
Acquisition of capital assets	(2,720)	(37,475)
(Acquisition)/disposal of short-term investments	(1,619)	30,000
Proceeds from long-term debt	<u>20,000</u>	<u>40,000</u>
	<u>15,661</u>	<u>32,525</u>
<b>Cash Flows From Financing Activities</b>		
Payments on capital lease obligations	<u>(2,557)</u>	<u>(2,493)</u>
<b>Cash and Cash Equivalents Increase (Decrease)</b>	384,881	(132,803)
<b>Cash and Cash Equivalents, beginning of year</b>	<u>61,077</u>	<u>193,880</u>
<b>Cash and Cash Equivalents, end of year</b>	<u><u>445,958</u></u>	<u><u>61,077</u></u>

**Cash and Cash Equivalents Consist of Cash on Hand.**

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**General and Administrative Expenses  
 For The Year Ended August 31, 2021**

**Schedule "A"**

**(Unaudited)**

	2021	2020
	\$	\$
Dues and memberships	3,112	3,129
Equipment rental	356	251
Honorariums	1,080	80
Insurance	6,296	5,064
Meetings	695	2,014
Office supplies	3,444	3,488
Merchant charges	4,667	995
Repairs and maintenance	17,844	18,347
Salaries, wages and benefits	89,698	61,708
Telephone, fax and internet	5,060	5,016
Travel and convention	22	2,285
Utilities	<u>4,882</u>	<u>4,734</u>
	<u><u>137,156</u></u>	<u><u>107,111</u></u>



**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Notes to the Financial Statements  
For The Year Ended August 31, 2021**

**(Unaudited)**

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**1. Nature of Operations**

The Medicine Hat and District Chamber of Commerce ("the Chamber") is an incorporated, non-profit organization, which provides business development, and support services for its members and organizes various events for the business and professional community of Medicine Hat and District. The Chamber is exempt from income taxes under Section 149 of the Income Tax Act.

**2. Significant Accounting Policies**

**Cash and Cash Equivalents**

The Chamber's policy is to disclose bank balances under cash and cash equivalents, including bank overdrafts with balances that fluctuate from being positive to overdrawn and temporary investments with a maturity period of three months or less from the date of acquisition.

**Short-Term Investments**

Short-term investments are carried at fair value with any changes in fair value recognized in net income in the year incurred.

**Capital Assets**

Capital assets are stated at cost less accumulated amortization. Amortization is recorded on a straight-line basis at rates designed to amortize the cost of the capital assets over their estimated useful lives. In the year of acquisition one-half of the normal rate is applied. Amortization rates are as follows:

Buildings	25 years
Parking lot	20 years
Computer equipment	3-5 years
Computer software	3 years
Furniture and fixtures	10 years
Signs	5 years

**Impairment of Long-Lived Assets**

The Chamber conducts a review for possible impairment of long-lived assets whenever events or changes in circumstances indicate that the carrying values of specific long-lived assets, or group of assets, may not be recoverable. Impairment of assets arise when the fair value, or the expected undiscounted cash flows from future use or eventual disposition of those assets, is less than the assets' carrying values. Impairment losses, if any, are measured as the amount by which the assets' carrying value exceeds their fair value. Based on its review, management does not believe impairment of long-lived assets has occurred.

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Notes to the Financial Statements  
For The Year Ended August 31, 2021**

**(Unaudited)**

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**2. Significant Accounting Policies (Continued)**

**Revenue Recognition**

Unrestricted contributions are recognized as revenue in the period they are receivable.

Externally restricted non-capital contributions are deferred and are recognized as revenue in the period in which the related expenses are incurred. Externally restricted amounts can only be used for purposes designated by the contributor.

Externally restricted capital contributions are recorded as deferred capital contributions until the amount is invested in capital assets. Amounts invested in capital assets are then transferred to unamortized expended capital contributions. Unamortized expended capital contributions are taken into income, as a reduction to amortization expense, in the periods that the related funded capital assets are amortized.

Endowment contributions are recognized as direct increases in net assets.

Membership revenue is recognized in the period to which the fees apply.

Amounts received for trade shows and other events are recognized in the period the event is held.

Canada emergency wage subsidy revenue is recognized in the same period the qualifying wages are expensed.

**Contributed Materials and Services**

Contributed materials and services are recognized in the financial statements when their fair value can be reasonably determined and they are used in the normal course of the Chamber's operations and would otherwise have been purchased.

**Leases**

Leases are classified as either capital or operating leases. A lease that transfers substantially all of the benefits and risks incidental to the ownership of property is classified as a capital lease. All other leases are accounted for as operating leases wherein, rental payments are expensed as incurred. At the inception of a capital lease, an asset and an obligation is recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair value at the beginning of such lease.

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Notes to the Financial Statements  
For The Year Ended August 31, 2021**

**(Unaudited)**

**2. Significant Accounting Policies (Continued)**

**Measurement of Financial Instruments**

The entity initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions.

The entity subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and cash equivalents and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, deferred revenue, long-term debt, and obligation under capital lease.

**Impairment**

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

**Transaction costs**

The entity recognizes its transaction costs in net income in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

**Measurement Uncertainty**

The preparation of financial statements, in accordance with Canadian generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the period in which they become known.

**3. Short-Term Investments**

	2021	2020
	\$	\$
Mutual fund	151,619	-
Term deposit, bearing interest at 0.36% maturing on December 15, 2021	70,000	-
Term deposit matured	<u>-</u>	<u>220,000</u>
	<u>221,619</u>	<u>220,000</u>

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Notes to the Financial Statements  
For The Year Ended August 31, 2021**

**(Unaudited)**

**4. Accounts Receivable**

	2021	2020
	\$	\$
Accounts receivable	56,418	14,306
Canada emergency wage subsidy	<u>62,243</u>	<u>114,632</u>
	<u><u>118,661</u></u>	<u><u>128,938</u></u>

**5. Prepaid Expenses and Other Current Assets**

	2021	2020
	\$	\$
Direct expenses	3,839	17,835
Insurance	<u>2,784</u>	<u>3,096</u>
	<u><u>6,623</u></u>	<u><u>20,931</u></u>

**6. Capital Assets**

	Cost	Accumulated Amortization	Net Book Value	
			2021	2020
	\$	\$	\$	\$
Land	50,370	-	50,370	50,370
Buildings	351,419	149,285	202,134	216,190
Parking lot	49,460	15,147	34,313	36,786
Computer equipment	42,218	33,565	8,653	13,964
Computer software	18,101	16,975	1,126	5,400
Furniture and fixtures	40,014	21,141	18,873	21,989
Signs	<u>65,833</u>	<u>46,441</u>	<u>19,392</u>	<u>26,240</u>
	<u><u>617,415</u></u>	<u><u>282,554</u></u>	<u><u>334,861</u></u>	<u><u>370,939</u></u>

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Notes to the Financial Statements  
For The Year Ended August 31, 2021**

**(Unaudited)**

**7. Deferred Revenue**

	2021	2020
	\$	\$
Cluster signs	27,283	9,045
Memberships	148,090	49,516
Trade shows	-	20,831
Sponsorships	30,250	26,903
Business awards	3,500	-
Parking	5,363	-
Urban development industry	2,363	-
Grants	138,510	-
Municipal Election	3,500	-
Business awards	3,500	-
	<u>358,859</u>	<u>106,295</u>

**8. Long-Term Debt**

	2021	2020
	\$	\$
Bank loan, interest at 0.00% per annum, no principal and interest payments, maturing December 2022.	<u>60,000</u>	<u>40,000</u>

**9. Commitment**

The Chamber is committed under an agreement for information technology services. Total annual payment under this agreement, is as follows:

	\$
2022	4,225

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Notes to the Financial Statements  
For The Year Ended August 31, 2021**

**(Unaudited)**

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**10. Related Party Transactions**

The following is summary of the Chamber's related party transactions with directors or directors' companies which are included in the statement of operations:

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

	2021	2020
	\$	\$
<b>Revenue:</b>		
Event admission / sponsorship	3,000	6,001
Membership	3,690	3,092
<b>General and Administrative Expenses:</b>		
Other	5,092	640

**11. Financial Instruments and Risks**

The business risks associated with financial instruments are categorized as market (comprised of currency, interest rate, and other price risk), credit and liquidity risks. It is management's opinion that the Chamber is not exposed to significant market (comprised of currency and other price risk), or liquidity risks arising from these financial instruments.

However, the Chamber is exposed to market (consisting of interest rate) and credit risks.

a) Market risk

i) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate due to changes in market rates of interest. The Chamber is exposed to interest rate risk because of its short-term investments and obligation under capital lease being incurred at a fixed rate and variable rate of interest.

b) Credit risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss. The Chamber is exposed to credit risk in relation to accounts receivable. The Chamber's accounts receivable result from business development and support services. Concentrations of credit risk with respect to trade receivables are limited as the Chamber performs ongoing credit evaluations of its customers. Based on management's evaluation of potential credit losses, the Chamber believes there is no requirement for an allowance for doubtful accounts.

**MEDICINE HAT & DISTRICT CHAMBER OF COMMERCE**

**Notes to the Financial Statements  
For The Year Ended August 31, 2021**

**(Unaudited)**

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**12. Comparative Figures**

The comparative figures have been reclassified where necessary to conform to the presentation adopted in the current year.