

Partners

Brent Gamble CA
 Gayle Walton CA
 Brad Velie CA
 Rachel van Tamelen CA

Associates

Ken Burdeyney CA
 Eric Jaschke CA
 Lynn Haunholter CGA

Accounting Staff

Lynn Moulun CA
 Robert Hoy CA
 Crystal Millar CGA
 Janelle Dubois
 Stephanie Bacon

Computer Services Specialist

Marta Nettelfield

Administration

Sylvia Weston
 Fay Jonson
 Melody Laurin
 Leah Davidge



Brent Gamble CA, has been with InVision Chartered Accountants for 20 years! Starting as an articling student in 1991, Brent went on to receive his CA designation in 1995 and became a partner in 1998.

Brent enjoys seeing our accounting students progress in their own careers and transition to professionals.

Brent feels the ever-evolving accounting and tax software have absolutely benefited the firm. Internet, e-mail and our recent change to preparing files paperlessly have provided the tools to exponentially increase the efficiency with which we do our job since starting as an articling student 20 years ago.

CONGRATULATIONS BRENT GAMBLE CA AND LYNN HAUNHOLTER CGA ON 20 YEARS WITH THE FIRM!

Lynn Haunholter CGA, has also been with the firm for 20 years! Starting here in 1991, Lynn became interested in accounting after being a bookkeeper for many years. She enrolled in the CGA program of studies and about half-way through Lynn decided to take a leap and applied for a position with the firm.



Lynn received her CGA designation in 1995 and became an associate in 2000. Lynn remembers the first year at the firm was very challenging. She discovered bookkeeping is very different from public accounting! Lynn still enjoys the work and finds it rewarding to help clients. "I also have the pleasure of working with an intelligent and pleasant group of people every day."



DEFINITION OF ACCOUNTING TERMS

Amortization: Means the same as depreciation. Amortization represents the "wear and tear" on buildings and/or equipment for the year.

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The MacKenzie room of the Sawridge Hotel was the location of the annual Christmas party on Saturday, December 10. Staff and their spouses joined together to celebrate the season. Those attending were treated to an array of appetizers and wine-tasting before the main course meal was served.

Following the dinner, a short story was presented by Gayle on the Adventures of two of our partners. An X-Box javelin throwing competition was held with the winning team comprised of Ken Burdeyney, Chelsea Hoy and Rod Jonson. The trivia question contest was won by Tanis Gamble.





November 5 was a day for celebration for the firm as Crystal Millar, CGA officially received her designation. Crystal’s fiancé, Jody, her mother, Caroline and her brother, Perry attended the event along with Brad, Rachel, Ken, Lynn and their spouses. The Graduation ceremony and the Gala Dinner were held at the Fairmont Banff Springs Hotel.



TEN TIPS FOR WORKING AT HOME

GET READY AT A NORMAL HOUR. You will feel more professional if you dress up in the morning hours to get your mind in the business mode.

HAVE A SPACE FOR WORK AND KEEP IT ORGANIZED. Keeping your work materials in one specific location and as neat and clean as you can will reduce distractions.

HAVE THE PROPER EQUIPMENT. This includes a reliable computer, a steady internet connection and any other office equipment you’d need. Make sure all of your supplies and equipment are in good supply so you don’t lose productivity time.

SET BOUNDARIES WITH FAMILY MEMBERS. You need your concentration so establish some rules when children or your spouse are also at home.

MAKE LISTS. Lists can help you stay focused on tasks needing to be completed and their priority.

TAKE BREAKS. A lunch break is essential to keep you energized for your work day. A short walk outside will also get you away from the computer and give you some much needed exercise.

MINIMIZE DISTRACTIONS. Keep the television turned off. If background sound is required, try using radio stations which provide light music or nature sounds.

HAVE SET TIMES FOR WORK. Know your schedule and turn off the computer and walk away when you have completed your hours for the day. You may work flexible hours outside of normal office hours, but be clear about when you are working and when you’re not.

HAVE DOWN TIME. Once you shut off the computer, close your office and concentrate on your other roles around the house. Help your kids with homework instead of watching your iPhone for business calls.

TAKE YOUR WORK OUTSIDE. To stay in touch with outside contacts, occasionally work at a coffee shop or library. Getting outside the office will keep you refreshed and provide some networking opportunities with others who may also be working at home.



Festival of Trees

Staff and their guests attended the annual Festival of Trees gala in support of the Peace River Regional Women’s Shelter. Money raised at the event is used towards educating the public about domestic violence, facility maintenance and to provide special needs items.

We successfully outbid everyone for the Mathieu Hryniuk tree during the live auction! The tree and a large wreath, also purchased at the Festival, add to the festive décor in the Reception area of our office.



NOOKcolor

Haven't finished your Christmas shopping yet? Looking for a gift for that hard to buy person in your life?

Maybe it's time to consider an eReader.

No more packing a suitcase full of books to read on your beach vacation or lugging a heavy bag of magazines with you to visit the grandkids – your eReader holds them all. Lightweight and ultraportable, eReaders have become one of the most popular gadgets in your technology toolbox. From changing preferences and navigating to downloading books and magazines,

you'll be ready to enjoy your eReader in no time.

The Peace River Municipal Library offers a huge inventory of eBooks and audio books which are accessible with your library membership. Visit their webpage at www.prmlibrary.ca for more information on this service.



Sony eReader PRS-600

There are many eReaders to choose from but if using your local library is important to you, please choose a compatible eReader. The popular Amazon Kindle is not compatible with the Canadian library system.

ATTENTION FARMERS

Many farm clients have a December 31 year end. This is a reminder to **count your grain and cattle inventory!**



HIRING CREDIT FOR SMALL BUSINESS

The Hiring Credit for Small Business (HCSB) was announced in the 2011 Federal Budget as a **one-time hiring credit** for small business. The HCSB gives small businesses **relief** from the **employer's share** of insurable earnings (EI) premiums paid in 2011. An amount up to \$1,000, can be credited to your payroll account provided the total of employer EI premiums you paid for 2010 was \$10,000 or less and the total employer EI premiums you paid **increased** in 2011.

All of the following eligibility criteria must be met to receive the credit:

- 1) you deducted EI premiums from the remuneration paid to your employees and you remitted those premiums to your payroll account.
- 2) you reported the income and deductions on a T4 Slip and filed this information on your payroll account for 2010 and 2011.

- 3) you paid a total of \$10,000 or less for the 2010 employer EI premiums.
- 4) you increased the total employer EI premiums paid in 2011.

There is no application form to complete. CRA will automatically calculate the amount of your HCSB using the EI information from the T4 Slips filed with your 2010 and 2011 T4 Information Returns.

Once a credit is calculated, CRA will apply it to any outstanding balance on your payroll account. The remaining credit will be transferred to the current year. You can reduce your next month's payroll remittance by that amount. For more information on eligibility, calculating the credit, receiving the credit, time limits, Registered Charities and more, see the Canada Revenue Agency website: www.cra-arc.gc.ca.



A display, created by staff, in support of the Royal Lepage-Casey Realty Scarecrow Frenzy fundraiser, haunted our front landscape for most of the month of October. Rob Hoy CA and Janelle Dubois, created this fervent accountant. The event was coordinated through the Chamber of Commerce. Funds were donated to the Peace River Women's Shelter.

Christmas is not a time nor a season, but a state of mind. To cherish peace and goodwill, to be plenteous in mercy, is to have the real spirit of Christmas. Calvin Coolidge

CPP reform

The CPP changes for Canadian workers announced May 25, 2009 will be implemented January 1, 2012.

Employees who are under 65 years old, still working and receiving a Canada Pension Plan (CPP) retirement pension will have to start making CPP contributions again that will increase their CPP retirement benefit.

Employees who are at least 65 years of age but under 70 and receiving a CPP retirement pension will be able to elect to stop contributing to the CPP. **The deadline to elect is December 31, 2011.** For more information, see Form CPT30, *Election to Stop Contributing to the Canada Pension Plan, or Revocation of a Prior Election*, and Guide T4001, *Employers' Guide—Payroll Deductions and Remittances*.

T4 Slip Reporting

1) Reporting change for pensionable earnings (CPP):

Starting on January 1, 2012 (for the 2011 taxation year), Box 26, "CPP/QPP pensionable earnings" must now be completed on the T4 slip at all times.

In most cases, boxes 14 and 26 should be the same amount. **You have to complete the box in all situations**, up to the maximum pensionable earnings for the year (\$48,300 for 2011).

If there are no pensionable earnings, enter "0" in Box 26. For exempt employment, enter "0" and enter an "X" in Box 28 (CPP) only if the earnings were exempt for the entire reporting period.

2) Reporting change for insurable earnings (EI):

Starting on January 1, 2012 (for the 2011 taxation year), Box 24, "EI insurable earnings" must now be completed on the T4 slip at all times.

Enter the **total** amount you used to calculate the employee's EI premiums, up to the maximum insurable earnings for the year (\$44,200 for 2011).

If there are no insurable earnings, enter "0" in Box 24. For exempt employment, enter "0" and enter an "X" in Box 28 (EI) only if the earnings were exempt for the entire reporting period.

When the same employer issues more than one T4 slip to an employee, the employer should report the insurable earnings amount for each period of employment in Box 24 of each T4 slip. Reporting these amounts will reduce unnecessary pensionable and insurable earnings review (PIER) reports for EI deficiency calculations.

For more information on completing T4 slips, how to calculate pensionable and insurable earnings, what remuneration to include in pensionable and insurable earnings, taxable benefit codes and more, see *Canada Revenue Agency's Employer's Guide RC4120*.

...**Attitude** is more important than facts. It is more important than the past, than education, than money, than circumstances, than failure, than success, than what other people think, say or do. It is more important than appearance, gift, or skill. It will make or break a company...a church...a home.

The remarkable thing is we all have a choice every day regarding the attitude we will embrace for that day...life is 10% what happens to us and 90% how we react to it. And so...we are in charge of our own **Attitude**.

Charles Swindoll



Merry Christmas
and Happy New Year

