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# *City of Toronto*

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*2014 year-end report  
to the Audit Committee*

*Prepared as of  
June 11, 2015*





June 11, 2015

Members of the Audit Committee, Sub Committee of City Council  
City of Toronto

Dear Members of the Audit Committee:

PricewaterhouseCoopers LLP (PwC or we) has substantially completed our audit of the consolidated financial statements of City of Toronto (the City) prepared in accordance with Canadian public sector accounting standards as at December 31, 2014 and for the year then ended. We propose to issue an unqualified report on those financial statements, pending resolution of outstanding items outlined in this report. Our draft auditor's report is included as Appendix A.

We prepared the accompanying report to assist you in your review of the consolidated financial statements. It includes an update on the status of our work, as well as a discussion on the significant accounting and financial reporting matters dealt with during the audit process.

The matters raised in this report are only those that have come to our attention arising from or relevant to our audit that we believe need to be brought to your attention. This report has been prepared solely for the use of the Audit Committee, City Council and management, and should not be used by anyone other than these specified parties. We disclaim any responsibility to any third party who may rely on it.

We will review the key elements of this report at the upcoming meeting and discuss our findings with you.

We would like to express our sincere thanks to the management and staff of the City who have assisted us in carrying out our work, and we look forward to our meeting on June 26, 2015. If you have any questions or concerns prior to the Audit Committee meeting, please do not hesitate to contact me in advance.

Yours very truly,

*PricewaterhouseCoopers LLP*

Cathy Russell  
Partner  
Audit and Assurance Group

c.c.: Mr. J. Livey, Acting City Manager  
Mr. R. Rossini, Deputy City Manager & Chief Financial Officer  
Ms. B. Romeo-Beehler, Auditor General

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## Communications to the Audit Committee

<b>Key matters for discussion</b>	<b>Comments</b>
Status of the audit	<ul style="list-style-type: none"> <li>• We have substantially completed our audit of the consolidated financial statements (the financial statements).</li> <li>• Significant outstanding items at the date of this report include the following:               <ul style="list-style-type: none"> <li>- Responses to our legal confirmation letters from external legal counsel.</li> <li>- Support for accrued revenue amounts selected for testing.</li> <li>- Completion of audit procedures related to note disclosures in the consolidated financial statements including obtaining supporting documentation/schedules for certain note disclosures.</li> <li>- Completion of subsequent events procedures to the date of our audit opinion.</li> <li>- Signed management representation letter.</li> <li>- Approval of the financial statements by City Council.</li> </ul> </li> </ul>
Significant accounting estimates and areas of management judgment	<p>In preparing the financial statements, there were a number of significant accounting estimates that required management judgment which included:</p> <ul style="list-style-type: none"> <li>• Assumptions used in calculating the value of pensions and other employee future benefit liabilities.</li> <li>• Significant management judgment used when determining when funds from the obligatory reserve fund should be recognized as revenue.</li> </ul> <p>PwC work performed:</p> <ul style="list-style-type: none"> <li>• Employee benefits: We examined the third party actuarial valuations at year-end with the assistance of our PwC actuarial specialists to assess the appropriateness of the assumptions and methodology used to record the pension and employee future benefit liabilities.</li> <li>• Obligatory reserve funds: We tested management review controls over the obligatory reserve fund activity and performed tests of details to assess the appropriateness of revenue recognition within the various revenue streams.</li> </ul> <p>Based on our audit work performed, we have concluded that these significant accounting estimates and areas of management judgment included in the financial statements are supportable within an acceptable range.</p>
Risk of material misstatement due to management override	<p>Canadian auditing standards require that management override of controls be considered an area of significant audit risk.</p> <p>PwC work performed:</p> <ul style="list-style-type: none"> <li>• We assessed the control environment and segregation of duties and access parameters established in SAP that mitigate this risk.</li> </ul>

<i>Key matters for discussion</i>	<i>Comments</i>
	<ul style="list-style-type: none"> <li>We reviewed whistle-blower reports for issues that may have a material impact to the financial statements.</li> <li>We tested significant non-standard manual journal entries made during the year. We also performed unpredictable audit procedures as part of our sample selections during the execution of our audit.</li> </ul> <p>Based on our audit work performed, we have found no circumstances that indicate inappropriate management override of controls.</p>
Consolidation process	<p>As we have reported in prior years, the City's consolidation process is very manual in nature and uses complex spreadsheets which can be susceptible to error.</p> <p>As a result of our testing of the City's consolidation, we have identified several financial statement reclassification items and other differences. These have been outlined in our summary of unadjusted and adjusted items included in Appendix B.</p>
Significant difficulties or disagreements that occurred during the audit	We experienced no difficulties or disagreements with management during the completion of our audit that requires the attention of the Audit Committee.
Fraud	No instances of fraud involving senior management, or employees with a significant role in internal control or that would cause a material misstatement of the financial statements came to our attention as a result of our audit procedures. We wish to reconfirm that the Audit Committee is not aware of any known, suspected or alleged incidents of fraud or illegal acts not previously discussed with us.
Any matters involving known or suspected non-compliance with laws or regulations that came to our attention	No instances of known or suspected non-compliance with laws or regulations came to our attention as a result of our audit procedures. We wish to reconfirm whether the Audit Committee is aware of any known or suspected incidents of non-compliance with laws or regulations.
Summary of unadjusted items and audit adjustments	<p>Unadjusted and adjusted items in excess of \$6.55 million have been reported to the Audit Committee in Appendix B.</p> <p>In summary, we identified unadjusted differences with an aggregate annual surplus effect of \$18.4 million for the year ended December 31, 2014.</p>
Internal controls recommendations	While completing our audit procedures, we identified certain internal control recommendations for management's consideration which are included in Appendix C.
Management representation letter	We have included a draft version of the management representation letter in Appendix E.

<b><i>Key matters for discussion</i></b>	<b><i>Comments</i></b>
Independence letter	We confirm that we are independent of the City as at June 11, 2015, the date of this report and our independence letter can be found in Appendix D.
Other information in documents containing audited financial information	Once completed, we will review the Annual Report for consistency with the audited financial statements.
Subsequent events	<p>No subsequent events which would impact the financial statements other than those disclosed have come to our attention.</p> <p>We would like to reconfirm that the Audit Committee is not aware of any other subsequent events that might affect the financial statements.</p>
Our fees	Our fees are in accordance with our response to the City's Request for Proposal No. 9171-09-7137 dated December 1, 2009 covering the five year contract period for the years ended December 31, 2010 through December 31, 2014.

The matters raised in this and other reports that will flow from the audit are only those that have come to our attention arising from or relevant to our audit that we believe need to be brought to your attention. They are not a comprehensive record of all the matters arising and, in particular, we cannot be held responsible for reporting all risks in your business or all internal control weaknesses. Comments and conclusions should only be taken in context of the financial statements as a whole, as we do not mean to express an opinion on any individual item or accounting estimate. This report has been prepared solely for your use. It was not prepared for, and is not intended for, any other purpose. No other person or entity shall place any reliance upon the accuracy or completeness of statements made herein. PwC does not assume responsibility to any third party, and, in no event, shall PwC have any liability for damages, costs or losses suffered by reason of any reliance upon the contents of this report by any person or entity other than you.

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## ***Appendix A: Draft auditor's report***



July @@, 2015

## **Independent Auditor's Report**

### **To the Members of Council, Inhabitants, and Ratepayers of the City of Toronto**

We have audited the accompanying consolidated financial statements of the City of Toronto, which comprise the consolidated statement of financial position as at December 31, 2014 and the consolidated statement of operations and accumulated surplus, changes in net debt, and cash flows for the year then ended, and the related notes, which comprise a summary of significant accounting policies and other explanatory information.

#### **Management's responsibility for the consolidated financial statements**

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

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"PwC" refers to PricewaterhouseCoopers LLP, an Ontario limited liability partnership.



**Opinion**

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the City of Toronto as at December 31, 2014 and the results of its operations, changes in its net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

**DRAFT**

**Chartered Professional Accountants, Licensed Public Accountants**

**DRAFT**



## Appendix B: Summary of adjusted and unadjusted items

### a. Unadjusted items

All amounts in \$ million	Annual surplus	Statement of financial position			
		Description	Over (under) stated \$	Assets (over) under stated \$	Liabilities over (under) stated \$
1. To adjust for additional work performed on Union Station West Wing which was transferred to Metrolinx in 2012 Dr. Accumulated surplus Cr. Inventories and prepaid expenses			(11.8)		11.8
2. To gross up the revenue and costs of sale from sale of real estate relating to Build Toronto which has incorrectly been recorded on a net basis Dr. Materials expense Cr. Other revenue	11.2 (11.2)				
3. To reverse fair value adjustments to Build Toronto's real estate inventory Dr. Investment income Cr. Accumulated surplus Cr. Inventories and prepaid expenses	18.4		(10.1)		(8.3)
4. To reclassify expenses to be consistent with the disclosure by Toronto Waterfront Revitalization Corporation Dr. Contracted services Cr. Materials expense	10.1 (10.1)				
5. To reclassify TCHC's investments to restricted cash based on the nature of the balances Dr. Other assets Cr. Investments			23.4 (23.4)		

All amounts in \$ million	Annual surplus	Statement of financial position		
		Description	Over (under) stated \$	Assets (over) under stated \$
<b>Total unadjusted differences</b>	<b>18.4</b>	<b>(21.9)</b>	-	<b>3.5</b>

As a result of our audit, management concludes, and we concur that the above unadjusted items are individually and in the aggregate immaterial to the financial statements taken as a whole.

## b. Adjusted items

All amounts in \$ million	Annual surplus	Statement of financial position			
		Description	Over (under) stated \$	Assets (over) under stated \$	Liabilities over (under) stated \$
1. <i>To reclassify ice storm recoveries from prepaid expenses to accounts receivable</i> Dr. Accounts receivable Cr. Inventories and prepaid expenses			63.5 (63.5)		
2. <i>To reclassify prepaid expenses that were included within cash</i> Dr. Inventories and prepaid expenses Cr. Cash			52.3 (52.3)		
3. <i>To reclassify other revenue to investment income in regards to TCHC's investments</i> Dr. Other revenue Cr. Investment income	45.4 (45.4)				
<b>Total adjusted differences</b>	-	-	-	-	

**c. Additional unadjusted disclosure items**

<i>All amounts in \$ million</i>	
<b>#</b>	<b>Description</b>
1	<p><b>Market value of investments</b></p> <p><i>The 2014 market value of investments disclosed in Note 4 is understated by \$20.3 when comparing to Toronto Community Housing Corporation's market value of its investments.</i></p>
2	<p><b>Tangible capital assets</b></p> <p><i>As at January 1, 2014 and January 1, 2013, the cost of assets under construction is overstated and the cost of buildings and building improvements is understated by \$14.4 due to projects completed in prior years at Toronto Community Housing Corporation that were not transferred from assets under construction.</i></p>

## ***Appendix C: Internal control recommendations***

We have one internal control recommendation with respect to the financial statement close process in 2014. This recommendation was also raised by PwC in prior years.

### **Observation:**

The financial statement close process (FSCP) includes the initiation, authorization and recording of journal entries and preparing the financial statements. The FSCP also includes the preparation of financial statement disclosures where transactions, events, or conditions required to be disclosed are accumulated, recorded, processed, summarized and appropriately reported in the consolidated financial statements.

The City's FSCP is a complex annual process given the number of Agencies and Corporations (A&Cs) that are consolidated within the financial statements. In addition, some of the A&Cs follow different accounting frameworks from the City, and their financial results need to be adjusted to conform to the City's accounting standards. Further, since the A&Cs' accounting systems are different from the City's, the consolidation is a manual process that is performed in Excel spreadsheets and, as a result, is a complex and time consuming process to complete.

During the performance of our audit in 2014, we noted that management has made improvements to the method of manually tracking consolidation entries. We noted fewer audit adjustments in this area in the current year relative to previous years; however, we did note audit adjustments relating to consolidation entries.

### **Impact:**

As the consolidation process is complex and manually driven, there is an increased risk of error with respect to consolidating the City's A&Cs' and recording consolidation adjustments.

### **Recommendation:**

Management should conduct a thorough review of all adjusting entries in the consolidation and should reconcile the A&Cs' accounting standards to the City's accounting standards under Public Sector Accounting Standards (PSAS) and ensure consistency of presentation between the City's financial statements and the respective A&Cs'.

In addition to the above recommendation, we would also suggest that the City consider implementing financial reporting software for consolidating the City and its A&Cs.

### **Management Response:**

For 2015 Reporting, further improvements will be implemented to agency and corporation reporting with a more diligent review process to ensure completeness, accuracy and timeliness of data. We will continue to enhance communication between City and agency staff. Automation of the process will not be undertaken in 2015, but may be considered for future years, based on a cost-benefit review and availability of budgets.

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## ***Appendix D: Independence letter***



## **Annual independence letter**

June 11, 2015

Members of the Audit Committee, Sub Committee of City Council  
City of Toronto

Dear Members of the Audit Committee:

We have been engaged to audit the consolidated financial statements of City of Toronto (the "City") for the ended December 31, 2014.

Canadian generally accepted auditing standards require that we communicate at least annually with you regarding all relationships between the company, its management and us that may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by Chartered Professional Accountants of Ontario and applicable legislation covering such matters as:

- a. holding a financial interest, either directly or indirectly, in a client;
- b. serving as an officer or director of a client;
- c. performance of management functions for an assurance client;
- d. personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client or its management;
- e. economic dependence on a client;
- f. long association of senior personnel with a listed entity audit client;
- g. audit committee approval of services to a listed entity audit client; and
- h. provision of services in addition to the audit engagement.

We are not aware of any relationships between the company or its management and PricewaterhouseCoopers LLP that may reasonably be thought to bear on our independence that have occurred from June 12, 2014, the date of our last independence letter, to June 11, 2015.

We hereby confirm that we are independent with respect to the City within the meaning of the Rules of Professional Conduct the Institute of Chartered Accountants of Ontario as of June 11, 2015.

This report is intended solely for the use of the Audit Committee, City Council, management and others within the City and should not be used for any other purpose.

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We look forward to discussing with you the matters addressed in this letter at our upcoming meeting on June 26, 2015.

Yours very truly,

*PricewaterhouseCoopers LLP*

**Chartered Professional Accountants**

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## ***Appendix E: Management representation letter***



[Client Letterhead]

July @@, 2015

PricewaterhouseCoopers LLP  
Chartered Professional Accountants  
PwC Tower  
18 York Street, Suite 2600  
Toronto ON M5J 0B2

Attn: Ms. Cathy Russell

Dear Sir/Madam:

We are providing this letter in connection with your audit of the consolidated financial statements of the City of Toronto (“the City”) as of December 31, 2014 and for the year then ended for the purpose of expressing an opinion as to whether such consolidated financial statements present fairly, in all material respects, the financial position, the results of operations, the changes in accumulated surplus and net debt and the cash flows of the City in accordance with Canadian public sector accounting standards.

#### **Management’s responsibilities**

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated November 1, 2010. In particular, we confirm to you that:

- we are responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards;
- we are responsible for designing, implementing and maintaining an effective system of internal control over financial reporting to enable the preparation and fair presentation of the consolidated financial statements that are free from material misstatement, whether due to fraud or error. In this regard, we are responsible for establishing policies and procedures that ensure financial statements are prepared in accordance with Canadian public sector accounting standards;
- we have provided you with all relevant information and access, as agreed in the terms of the audit engagement; and
- all transactions have been recorded in the accounting records and are reflected in the consolidated financial statements.

We confirm the following representations:

#### **Preparation of consolidated financial statements**

The consolidated financial statements include all disclosures necessary for fair presentation in accordance with Canadian public sector accounting standards and disclosures otherwise required to be included therein by the laws and regulations to which the City is subject.

We have appropriately reconciled our books and records (e.g. general ledger accounts) underlying the consolidated financial statements to their related supporting information (e.g. sub ledger or third party data). All related reconciling items considered to be material were identified and included on the reconciliations and were appropriately adjusted in the consolidated financial statements. There were no material unreconciled differences or material general ledger suspense account items that should have

been adjusted or reclassified to another account balance. There were no material general ledger suspense account items written off to a balance sheet account, which should have been written off to a profit and loss account and vice versa. All consolidating entries have been properly recorded. All inter-governmental unit accounts have been eliminated or appropriately measured and considered for disclosure in the consolidated financial statements.

### **Accounting policies**

We confirm that we have reviewed the City's accounting policies and, having regard to the possible alternative policies, our selection and application of accounting policies and estimation techniques used for the preparation and presentation of the consolidated financial statements is appropriate in the City's particular circumstances to present fairly in all material respects its financial position, results of operations, changes in net assets and cash flows in accordance with Canadian public sector accounting standards.

### **Internal controls over financial reporting**

We have designed disclosure controls and procedures to ensure material information relating to the City, including its consolidated subsidiaries, is made known to us by others within those entities.

We have designed internal control over financial reporting to provide reasonable assurance regarding the reliability of financial reporting and the preparation of the consolidated financial statements for external purposes in accordance with Canadian public sector accounting standards.

We have disclosed to you all deficiencies in the design or operation of disclosure controls and procedures and internal control over financial reporting that we are aware.

### **Disclosure of information**

We have provided you with:

- access to all information of which we are aware that is relevant to the preparation of the consolidated financial statements, such as records, documentation and other matters including:
  - contracts and related data;
  - information regarding significant transactions and arrangements that are outside of the normal course of business; and
  - minutes of the meetings of the Executive and Audit Committees. The most recent meetings held were: Executive Committee on June 30, 2015 and Audit Committee on June 26, 2015;
- additional information that you have requested from us for the purpose of the audit; and
- unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

### **Completeness of transactions**

All contractual arrangements entered into by the City with third parties have been properly reflected in the accounting records and, where material (or potentially material) to the consolidated financial statements, have been disclosed to you. We have complied with all aspects of contractual agreements that could have a material effect on the consolidated financial statements in the event of non-compliance.

### **Fraud**

We have disclosed to you:

- the results of our assessment of the risk that the consolidated financial statements may be materially misstated as a result of fraud;
- all information in relation to fraud or suspected fraud of which we are aware affecting the City involving management, employees who have significant roles in internal control or others where the fraud could have a material effect on the consolidated financial statements; and

- all information in relation to any allegations of fraud, or suspected fraud, affecting the City's consolidated financial statements, communicated by employees, former employees, analysts, regulators or others.

### **Compliance with laws and regulations**

We have disclosed to you all aspects of laws, regulations and contractual agreements that may affect the consolidated financial statements, including actual or suspected non-compliance with laws and regulations whose effects should be considered when preparing the consolidated financial statements.

We are not aware of any illegal or possibly illegal acts committed by the City's directors, officers or employees acting on the City's behalf

### **Accounting estimates and fair value measurements**

Significant assumptions used by the City in making accounting estimates, including fair value accounting estimates, are reasonable.

For recorded or disclosed amounts in the consolidated financial statements that incorporate fair value measurements, we confirm that:

- the measurement methods are appropriate and consistently applied;
- the significant assumptions used in determining fair value measurements represent our best estimates, are reasonable and have been consistently applied;
- no subsequent event requires adjustment to the accounting estimates and disclosures included in the consolidated financial statements; and
- the significant assumptions used in determining fair value measurements are consistent with the City's planned courses of action. We have no plans or intentions that have not been disclosed to you, which may materially affect the recorded or disclosed fair values of assets or liabilities.

Significant estimates and measurement uncertainties known to management that are required to be disclosed in accordance with The Canadian Institute of Chartered Accountants (CICA) Public Sector Accounting Handbook Section PS 2130, *Measurement Uncertainty*, have been appropriately disclosed.

### **Related parties**

We confirm that we have disclosed to you the identity of the City's related parties as defined by the Canadian Auditing Standard 550, Related Parties, which include, but are not limited to directors, officers, senior members of management, or immediate family members of such individuals, or entities over which these individuals are able to exert significant influence.

We also confirm the completeness of information provided to you regarding the nature of our relationships with and transactions involving those entities.

The identity, relationship, balances and transactions with related parties have been properly recorded under Public sector accounting standards, and have been adequately disclosed in the consolidated financial statements, as required by Canadian Auditing Standard 550, Related Parties.

The list of related parties attached to this letter as Appendix C accurately and completely describes the City's related parties and the relationships with such parties.

### **Going concern**

We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the consolidated financial statements (e.g. to dispose of the business or to cease operations).

**Assets and liabilities**

We have satisfactory title or control over all assets. All liens or encumbrances on the City's assets and assets pledged as collateral, to the extent material, have been disclosed in notes to the consolidated financial statements.

We have recorded or disclosed, as appropriate, all liabilities, in accordance with Canadian public sector accounting standards. All liabilities and contingencies, including those associated with guarantees, whether written or oral, under which the City is contingently liable in accordance with the CICA Public Sector Accounting Handbook Section PS 3300, Contingent Liabilities, have been disclosed to you and are appropriately reflected in the consolidated financial statements.

**Litigation and claims**

All known actual or possible litigation and claims, which existed at the statement of financial position date or exist now, have been disclosed to you and accounted for and disclosed in accordance with Canadian public sector accounting standards, whether or not they have been discussed with legal counsel.

**Misstatements detected during the audit**

Certain representations in this letter are described as being limited to those matters that are material. Items are also considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement.

We confirm that the consolidated financial statements are free of material misstatements, including omissions.

The effects of the uncorrected misstatements in the consolidated financial statements, as summarized in the accompanying schedule (Appendix A), are immaterial, both individually and in the aggregate, to the consolidated financial statements taken as a whole. We confirm that we are not aware of any uncorrected misstatements other than those included in Appendix A.

The adjusted misstatements identified during your audit and summarized in the attached table (Appendix B) have been approved by the City and adjusted in the consolidated financial statements.

**Cash and banks**

The books and records properly reflect and record all transactions affecting cash funds, bank accounts and bank indebtedness of the City.

All cash balances are under the control of the City, free from assignment or other charges, and unrestricted as to use, except as disclosed to you.

The amount shown for cash on hand or in bank accounts excludes trust or other amounts which are not the property of the City.

Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances, line of credit, or similar arrangements have been properly disclosed.

All cash and bank accounts and all other properties and assets of the City are included in the consolidated financial statements as at December 31, 2014.

**Restricted assets and revenues**

All assets and revenues subject to restrictions are disclosed in the consolidated financial statements.

All externally restricted inflows have been recognized as revenue in the period in which the resources were used for the purpose(s) specified. All externally restricted inflows received before this criterion has been met have been reported as liabilities until the resources are used for the purposes specified.

Condensed supplementary financial information relative to internally restricted entities has been disclosed in the financial statements, by entity and as a whole.

**Accounts receivable**

All amounts receivable by the City were recorded in the books and records.

Receivables classified as current do not include any material amounts that are collectible after one year.

All contributions receivable, including government funding receivables, that are recorded in the statement of financial position are reasonably assured of collection and we have made you aware of all relevant facts and circumstances in making this determination. Recognized contributions receivable do not include any bequests.

Receivables recorded in the consolidated financial statements, represent bona fide claims against debtors for sales or other charges arising on or before the statement of financial position date and are not subject to discount except for normal cash discounts.

**Loans receivable and similar financial assets**

We have reviewed loans receivable and other financial assets measured at amortized cost for indicators of impairment, and made appropriate allowances thereon if necessary, in accordance with CICA Public Sector Accounting Handbook PS 3050, Loans Receivable. As at December 31, 2014 there were no indicators of impairment for investments in financial assets carried at amortized cost.

We have reviewed loans receivable for collectability, risk of loss and expected forgiveness, and made appropriate valuation allowances or write-offs thereon if necessary, in accordance with CICA Public Sector Accounting Handbook PS 3050, Loans Receivable. The valuation allowance for loan losses and/or forgiveness encompasses probable credit losses related to specifically identified loans as well as probable credit losses inherent in the remainder of the loan portfolio that have been incurred as at December 31, 2014.

**Inventory**

A provision has been made to reduce excess or obsolete inventories to their estimated net realizable value.

There have been no events conditions or changes in circumstances that indicate inventory held for consumption will no longer be used or consumed in the City's operations.

**Financial assets**

All securities which were owned by the City were recorded in the accounts.

All income earned on the financial assets has been recorded in the accounts, and any interest income has been accrued using the effective interest rate method.

We are not aware of any objective evidence of impairment that would result in the recognition of an impairment loss on any financial asset.

You have been informed of the acquisition of or the formation of all government units, business enterprises, partnerships, joint ventures or other participations during the period.

All transactions with governmental units, business enterprises, partnerships or joint ventures have been recorded in the accounts presented to you. All investments in and advances to governmental units, business enterprises, partnerships, joint ventures or other participations are appropriately recorded, and there is no evidence of impairment in value below the resulting balances shown in the consolidated financial statements.

There has been no activity in any dormant or inactive government units, business enterprises, partnerships, joint ventures or other participations, except as disclosed to you.

Toronto Hydro Corporation, Toronto Port Lands Company and Toronto Parking Authority meet the definition of a government business enterprise (GBE) in accordance with PS 3070, *Investments in Government Enterprises*.

The modified equity method is used to account for the City's investment in the following government business enterprises.

**Tangible capital assets**

All charges to tangible capital asset accounts represented the actual cost of additions to tangible capital assets.

All contributed tangible capital assets have been recorded at fair value at the date of the contribution.

No significant tangible capital asset additions were charged to repairs and maintenance or other expense accounts.

Carrying values of tangible capital assets sold, destroyed, abandoned or otherwise disposed of have been eliminated from the accounts.

Tangible capital assets owned by the City are being depreciated on a systematic basis over their estimated useful lives and the provision for depreciation was calculated on a basis consistent with that of the previous date.

All lease agreements covering assets leased by or from the City have been disclosed to you and classified as leased tangible capital assets or operating leases.

Assets held under capital leases are being amortized on a systematic basis over the period of expected use.

Leased tangible capital assets are being amortized on a systematic basis over the period of expected use.

There have been no events, conditions or changes in circumstances that indicate that a tangible capital asset no longer contributes to the City's ability to provide goods and services, or that the value of future economic benefits associated with the tangible capital asset is less than its net book value. We believe that the carrying amount of the City's long-lived tangible capital assets is fully recoverable in accordance with CICA Public Sector Accounting Handbook PS 3150.

**Long-term debt**

All borrowings and financial obligations of the City of which we are aware are included in the

consolidated financial statements as at December 31, 2013, as appropriate. We have fully disclosed to you all borrowing arrangements of which we are aware.

**Deferred revenue and deferred contributions**

All material amounts of deferred revenue and deferred contributions were appropriately recorded in the books and records.

**Retirement benefits, post-employment benefits, compensated absences and termination benefits**

All arrangements, whether formal or informal, explicit or implied, to provide retirement income and other post-retirement benefits to employees after they cease employment, have been identified to you and have been included in the actuarial valuation.

The details of all pension plan amendments since December 31, 2014, the date of the last actuarial valuation, have been identified to you.

The defined benefit obligation has been calculated using the most recently completed funding valuation prepared on a going concern basis (not on a solvency, wind-up or similar valuation basis), wherever such a funding valuation has been prepared.

The actuarial valuation dated December 31, 2014 incorporates management's best estimates, detailed as follows:

- a. The actuarial assumptions and methods used to measure liabilities and costs for financial accounting purposes for pension and other postretirement benefits are appropriate in the circumstances.
- b. The City does not plan to make frequent amendments to the pension or other post-retirement benefit plans.

All changes to the plan and the employee group and the fund's performance since the last actuarial valuation and up to the date of this letter have been communicated to you as well as to the actuary, and considered in determining the pension plan expense and the estimated actuarial present value of accrued pension benefits and value of pension fund assets where latest actuarial valuation for accounting purposes is not at the balance sheet date.

The City's actuaries have been provided with all information required to complete their valuation as at December 31, 2014 and where applicable, and their extrapolation to December 31, 2014.

We confirm that the roll-forward is accurate and include the proper reflection of the effects of changes and events occurring subsequent to the most recent valuation that had a material effect on the extrapolation as at the measurement date.

The employee future benefit costs, assets and obligations have been determined, accounted for and disclosed in accordance with PS 3250, Retirement Benefits and PS 3255, Post-employment Benefits, Compensated Absences and Termination Benefits. In particular:

- the significant accounting policies that the City has adopted in applying PS 3250 and PS 3255 are accurately and completely disclosed in the notes to the consolidated financial statements;
- each of the best estimate assumptions used reflects management's judgment of the most likely outcomes of future events;
- the best estimate assumptions used are, as a whole, internally consistent, and consistent with the asset valuation method adopted;

- the discount rate used to determine the accrued benefit obligation was determined by reference to the City's borrowing rate or the plan asset earnings rates at the measurement date on high-quality debt instruments with cash flows that match the timing and amount of expected benefit payments; or inherent in the amount at which the accrued benefit obligation could be settled;
- the assumptions included in the actuarial valuation are those that management instructed Buck, Morneau Shepell and Oliver Wyman to use in computing amounts to be used by management in determining pension costs and obligations and in making required disclosures in the above-named consolidated financial statements, in accordance with CICA Public Sector Accounting Handbook Section PS 3250;
- in arriving at these assumptions, management has obtained the advice of consulting actuaries who assisted in reaching best estimates, but has retained the final responsibility for them;
- the source data and plan provisions provided to the actuary for preparation of the actuarial valuation are accurate and complete;
- the disclosure of the City's share of the risks and benefits under joint defined benefit plans, the total financial status of any joint plans, significant policies and a description of the unique nature and terms of any joint plans are accurate and complete; and
- all changes to plan provisions or events occurring subsequent to the date of the actuarial valuation and up to the date of this letter have been considered in the determination of pension costs and obligations and as such have been communicated to you as well as to the actuary.

#### **Statements of operations and net debt**

All transactions entered into by the City have been recorded in the books and records presented to you. All amounts have been appropriately classified within the statements of operations and net debt.

The accounting principles and policies followed throughout the period were consistent with prior period practices (except as disclosed in the consolidated financial statements).

#### **Environmental Matters**

There are no liabilities or contingencies arising from environmental matters that have not already been disclosed to you.

Liabilities or contingencies related to environmental matters have been recognized, measured and disclosed, as appropriate, in the consolidated financial statements.

We have considered the effect of environmental matters and the carrying value of the relevant assets is recognized, measured and disclosed, as appropriate, in the consolidated financial statements.

All commitments related to environmental matters have been measured and disclosed, as appropriate in the consolidated financial statements.

#### **Use of a specialist**

We assume responsibility for the findings of specialists in evaluating the employee benefit obligation and landfill closure and post-closure liabilities and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the consolidated financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.

#### **Minutes**

All matters requiring disclosure to or approval of the Executive Committee has been brought before them at appropriate meetings and are reflected in the minutes.



## General

There are no proposals, arrangements or actions completed, in process, or contemplated that would result in the suspension or termination of any material part of the City's operations.

Information relative to any matters handled on behalf of the City by any legal counsel, including all correspondence and other files, has been made available to you.

## Segment disclosures

Pursuant to CICA Public Sector Accounting Handbook PS 2700, Segment Disclosures, in identifying segments, management has considered the definition of a segment and other factors, including:

- the objectives of disclosing financial information by segment;
- the expectations of members of the community and their elected or appointed representatives regarding the key activities and accountabilities of the government;
- the qualitative characteristics of financial reporting as set out in CICA Public Sector Accounting Handbook PS 1000, Financial Statement Concepts;
- the homogeneous nature of the activities, service delivery, or recipients of the services;
- whether the activities relate to the achievement of common outcomes or services as reflected in government performance reports and plans;
- whether discrete financial information is reported or available; and
- the nature of the relationship between the government and its organizations (within the reporting entity).

Management has identified following operating segments: General government, Protection to persons and property, Transportation, Environment services, Health services, Social and family services, Social Housing, Recreation and Cultural services, and Planning and development.

The consolidated financial statements disclose all the relevant factors used to identify the City's reportable segments.

## Government transfers

- *Transferring organization*  
Transfers have only been recognized as an expense in the period the transfer has been authorized and all eligibility criteria have been met by the recipient.
- *Recipient organization*  
Transfers without eligibility criteria or stipulations have been recognized as revenue once the transfer has been authorized.

Transfers with eligibility criteria but without stipulations have been recognized as revenue once the transfer has been authorized and all eligibility criteria have been met.

Transfers with or without eligibility criteria but with stipulations have been recognized as revenue in the period the transfer has been authorized and all eligibility criteria have been met, except when, and to the extent that, the transfer gives rise to an obligation that meets the definition of a liability for the recipient government in accordance with CICA Public Sector Accounting Handbook PS 3200, Liabilities.

- *Disclosure*  
The major kinds of transfers recognized have all been disclosed in the consolidated financial statements as well as the nature and terms of liabilities arising from government transfers received.

**Budgetary data**

We have included budgetary data in the City's consolidated financial statements, which is relevant to the users of the financial statements. Planned results were presented for the same scope of activities and on a basis consistent with that used for actual results.

**Events after consolidated balance sheet date**

We have identified all events that occurred between the statement of financial position date and the date of this letter that may require adjustment of, or disclosure in, the financial statements, and have effected such adjustment or disclosure.

Yours truly,

**The City of Toronto**

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John Livey, Acting City Manager

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Robert Rossini, Deputy City Manager & CFO

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Mike St. Amant, Acting Treasurer

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Shairoz Murji, Acting Director, Accounting Services

