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**THE BOARD OF MANAGEMENT FOR THE
CHURCH-WELLESLEY
BUSINESS IMPROVEMENT AREA**

**Financial Statements
For the Year Ended December 31, 2019**

CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA

DECEMBER 31, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Council of the Corporation of the City of Toronto and the
Board of Management for Church-Wellesley Business Improvement Area

Opinion

I have audited the financial statements of Church-Wellesley Business Improvement Area (BIA), which comprise the statement of financial position as at December 31, 2019, and the statement of operations and accumulated surplus, statement of changes in net financial assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the BIA as at December 31, 2019 and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board (PSAB).

Basis for Opinion

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the BIA in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board (PSAB), 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.

In preparing the financial statements, management is responsible for assessing the BIA's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

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CHARTERED PROFESSIONAL ACCOUNTANT

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Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Toronto, Ontario
July 15, 2020


Chartered Professional Accountant
Licensed Public Accountant


**THE BOARD OF MANAGEMENT FOR THE
 CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA
 STATEMENT OF FINANCIAL POSITION
 AS AT DECEMBER 31, 2019**

	2019 \$	2018 \$
FINANCIAL ASSETS		
Cash	54,707	168,302
Short-term investment (Note 3)		
Accounts receivable	100,930	-
City of Toronto – special charges (Note 4)	12,025	23,652
Other	38,604	28,043
	<u>206,266</u>	<u>219,997</u>
LIABILITIES		
Accounts payable and accrued liabilities		
City of Toronto	-	-
Other	6,047	27,121
	<u>6,047</u>	<u>27,121</u>
NET FINANCIAL ASSETS	200,219	192,876
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 5)	2,237	2,470
ACCUMULATED SURPLUS	<u>202,456</u>	<u>195,346</u>

Approved on behalf of the Board of Management:



 Chair



 Treasurer

**THE BOARD OF MANAGEMENT FOR THE
 CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA
 STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
 FOR THE YEAR ENDED DECEMBER 31, 2019**

	2019 \$ Budget <small>(Note 10)</small>	2019 \$ Actual	2018 \$ Actual
REVENUE			
City of Toronto – special charges	249,051	249,051	249,084
Grant	3,300	20,867	3,902
Interest, sponsorships and other	22,000	27,684	15,382
	274,351	297,602	268,368
EXPENSES			
Administration	119,027	118,646	108,072
Promotion and advertising	88,800	110,072	74,829
Maintenance	64,805	53,770	50,565
Capital (Note 8)	1,195	-	-
Amortization	-	853	729
Provision for (recovery of) uncollected special charges (Note 4)	(4,476)	7,151	(4,950)
	269,351	290,492	229,245
SURPLUS FOR THE YEAR	5,000	7,110	39,123
OPERATING SURPLUS, BEGINNING OF YEAR	195,346	195,346	156,223
OPERATING SURPLUS, END OF YEAR	200,346	202,456	195,346

**THE BOARD OF MANAGEMENT FOR THE
 CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA
 STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
 FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>2019</u>	<u>2018</u>
	\$	\$
Surplus for the year	7,110	39,123
Acquisition of tangible capital assets	(620)	-
Amortization of tangible capital assets	<u>853</u>	<u>729</u>
	7,343	39,852
Balance - Beginning of year	192,876	153,024
Balance - End of year	<u><u>200,219</u></u>	<u><u>192,876</u></u>

**THE BOARD OF MANAGEMENT FOR THE
CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	2019 \$	2018 \$
Cash flows from operating activities		
Surplus for the year	7,110	39,123
Non-cash changes to operations		
Add: Non-cash item Amortization of capital assets	853	729
Increase (decrease) resulting from changes in		
Accounts receivable - City of Toronto	11,627	16,994
Accounts receivable - other	(10,561)	(240)
Accounts payable - City of Toronto	-	(1,323)
Accounts payable - other	(21,074)	20,353
Cash Provided By (Used In) Operations	(12,045)	75,636
Investing activities		
Purchase of tangible capital assets	(620)	Nil
Purchase of investments	(100,930)	Nil
	(101,550)	Nil
CASH, BEGINNING OF YEAR	168,302	92,666
CASH, END OF YEAR	54,707	168,302

**THE BOARD OF MANAGEMENT FOR THE
CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

1. ESTABLISHMENT AND OPERATIONS

The Church-Wellesley Business Improvement Area (BIA) is established as a Business Improvement Area under the management and control of a Board of Management appointed by Council of the City of Toronto.

The Board is entrusted with the improvements, beautification and maintenance of municipally owned lands, buildings and structures in the area, together with the promotion of the area as a business or shopping area. Funding is provided by property owners of the BIA who are levied a special charge based on an annual operating budget prepared by the Board and approved by Council under Section 220(17) of the Municipal Act, as amended.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements are the representation of management and have been prepared in accordance with generally accepted accounting principles for local governments as prescribed by the Public Sector Accounting Board (PSAB), the most significant of which are as follows:

Revenue recognition:

The BIA receives special charges from its members which are levied and collected by the City of Toronto. It also receives cash donations and sponsorships from corporate and private donors and grants from local, provincial and federal governments for events and festivals. Revenue is being recorded upon the signing of contracts and when collection can be reasonably ascertained.

Capital assets:

Purchased capital assets are recorded at cost. Amortization is calculated on a straight-line basis over the estimated useful lives of the assets as follows:

Banners & Flags	3 years
Gateway Signs	5 years
Furniture & Equipment	5 years
Planters	5 years

Contributed services:

Services provided without charge by the City of Toronto and others are not recorded in these financial statements.

Financial instruments:

Financial instruments are recorded at the approximated fair value.

**THE BOARD OF MANAGEMENT FOR THE
CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS, CONT'D
FOR THE YEAR ENDED DECEMBER 31, 2019**

SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Use of estimates:

The preparation of these financial statements in accordance with PSAB requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Significant estimates include determining the useful lives of tangible capital assets for amortization, the allowance for uncollectible levies and accounts receivable and contingent liabilities. Actual results could differ from management's best estimates, as additional information becomes available in the future.

3. SHORT-TERM INVESTMENT

Short-term investment consists of a guaranteed investment from Meridian Credit Union earning interest at the rate of 1.5% per annum. It matures in 2020.

4. CITY OF TORONTO – SPECIAL CHARGE

Special charges levied by the City are collected and remitted to the Board by the City. The total special charges outstanding consist of amounts collected by the City not yet remitted to the Board and amounts uncollected by the City.

The Board records special charges receivable net of an allowance for uncollected amounts. The special charges receivable from the City of Toronto are comprised of:

	2019 \$	2018 \$
Total special charges outstanding	29,825	44,952
Less: allowance for uncollected special charges	(17,800)	(21,300)
Special charges receivable	<u>12,025</u>	<u>23,652</u>

The provision for (recovery of) uncollected levies reported on the Statement of Operations and Accumulated Surplus comprises:

	2019 \$	2018 \$
Special charges written-off	10,651	9,350
Change in allowance for uncollected special Charges	(3,500)	(14,300)
	<u>7,151</u>	<u>(4,950)</u>

THE BOARD OF MANAGEMENT FOR THE
 CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA
 NOTES TO THE FINANCIAL STATEMENTS, CONT'D
 FOR THE YEAR ENDED DECEMBER 31, 2019

5. CAPITAL ASSETS

	2019			
	Gateway Signs	Furniture & Equipment	Banners	Total
Cost				
Beginning	133,746	3,646	1,684	139,076
Additions	-	620	-	620
Disposals	-	-	-	-
Ending	133,746	4,266	1,684	139,696
Accumulated Amortization				
Beginning	133,746	1,176	1,684	136,606
Amortization	-	853	-	853
Disposals	-	-	-	-
Ending	133,746	2,029	1,684	137,459
Net Book Value	-	2,237	-	2,237
	2018			
	Gateway Signs	Furniture & Equipment	Banners	Total
Cost				
Beginning	133,746	3,646	1,684	139,076
Additions	-	-	-	-
Disposals	-	-	-	-
Ending	133,746	3,646	1,684	139,076
Accumulated Amortization				
Beginning	133,746	447	1,684	135,877
Amortization	-	729	-	729
Disposals	-	-	-	-
Ending	133,746	1,176	1,684	136,606
Net Book Value	-	2,470	-	2,470

**THE BOARD OF MANAGEMENT FOR THE
CHURCH-WELLESLEY BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS, CONT'D
FOR THE YEAR ENDED DECEMBER 31, 2019**

6. INSURANCE

The Board is required to deposit with the Treasurer, City of Toronto, insurance policies indemnifying the City against public liability and property damage in respect of the activities of the Board. Insurance coverage providing \$5,000,000 for each occurrence or accident has been obtained by the Board, through the City of Toronto.

7. FINANCIAL INSTRUMENTS

The carrying value of the BIA's financial instruments approximates their values.

8. CAPITAL EXPENSES

In order to finance major capital expenses the BIA annually budgets certain amounts and accumulates them as operating surplus. Once adequate funds have accumulated, the BIA undertakes cost-shared capital improvement projects with the City. For this reason the actual expenses in a given year could significantly differ from the amount budgeted for the year. Any excess actual capital expenses are financed out of the accumulated surplus.

9. COMMITMENTS

The Board is committed to annual rent payments for office space as follows:

	\$
2020	8,820
2021	9,310
	<u>18,130</u>

In addition, the Board is also responsible for its proportionate share of property taxes and common expenses.

10. BUDGET

Budget Figures are provided for comparative purposes only and have not been subject to audit procedures.