

AU7.2 Appendix BJ

**THE BOARD OF MANAGEMENT FOR THE
ST. LAWRENCE MARKET NEIGHBOURHOOD
BUSINESS IMPROVEMENT AREA**

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

**ST. LAWRENCE MARKET NEIGHBOURHOOD
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 the St. Lawrence Market Neighbourhood Business Improvement Area

Opinion

I have audited the financial statements of St. Lawrence Market Neighbourhood 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.

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 scepticism 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
April 15, 2020


Chartered Professional Accountant
Licensed Public Accountant

**THE BOARD OF MANAGEMENT FOR THE
ST. LAWRENCE MARKET NEIGHBOURHOOD BUSINESS IMPROVEMENT AREA
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2019**

	2019 \$	2018 \$
FINANCIAL ASSETS		
Cash	80,937	125,180
Short-term Investments (Note 3)	826,893	505,308
Accounts receivable		
City of Toronto – special charges (Note 4)	28,015	143,288
- other	5,274	-
Other	78,453	50,625
	<u>1,019,572</u>	<u>824,401</u>
LIABILITIES		
Accounts payable and accrued liabilities		
City of Toronto – other	-	64,430
Other	40,281	9,359
	<u>40,281</u>	<u>73,789</u>
NET FINANCIAL ASSETS	979,291	750,612
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 5)	<u>27,415</u>	<u>123,715</u>
ACCUMULATED SURPLUS	<u>1,006,706</u>	<u>874,327</u>

Approved on behalf of the Board of Management:



Chair



Treasurer

**THE BOARD OF MANAGEMENT FOR THE
ST. LAWRENCE MARKET NEIGHBOURHOOD BUSINESS IMPROVEMENT AREA
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	2019 \$ Budget (Note 10)	2019 \$ Actual	2018 \$ Actual
REVENUE			
City of Toronto – special charges	1,291,556	1,291,518	1,209,139
Film companies	-	16,250	15,350
Festival, donations, sponsorships and other	70,000	311,796	116,300
	<u>1,361,556</u>	<u>1,619,564</u>	<u>1,340,789</u>
EXPENSES			
Administration	314,000	322,147	324,266
Promotion and advertising	294,000	320,767	313,387
Maintenance	226,000	270,779	228,514
Capital (Note 9)	532,000	414,401	46,965
Amortization		96,300	155,607
Provision for uncollected special charges (Note 4)	(52,444)	62,791	18,914
	<u>1,313,566</u>	<u>1,487,185</u>	<u>1,087,653</u>
SURPLUS FOR THE YEAR	47,990	132,379	253,136
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>874,327</u>	<u>874,327</u>	<u>621,191</u>
ACCUMULATED SURPLUS, END OF YEAR	<u>922,317</u>	<u>1,006,706</u>	<u>874,327</u>

**THE BOARD OF MANAGEMENT FOR THE
ST. LAWRENCE MARKET NEIGHBOURHOOD 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	132,379	253,136
Acquisition of tangible capital assets	-	(38,047)
Amortization of tangible capital assets	<u>96,300</u>	<u>155,607</u>
	228,679	370,696
Balance - Beginning of year	750,612	379,916
Balance - End of year	<u>979,291</u>	<u>750,612</u>

**THE BOARD OF MANAGEMENT FOR THE
ST. LAWRENCE MARKET NEIGHBOURHOOD 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	132,379	253,136
Non-cash changes to operations		
Add: Non-cash item Amortization of capital assets	96,300	155,607
Increase (decrease) resulting from changes in		
Accounts receivable - City of Toronto	115,273	(109,344)
Accounts receivable - other	(27,828)	(4,167)
Accounts payable - City of Toronto	(69,704)	(42,835)
Accounts payable - other	30,922	(16,337)
Cash Provided By Operations	277,342	236,060
Investing Activities		
Purchase of tangible capital assets	-	(38,047)
(Increase) decrease in Short-term Investments	(321,585)	(304,740)
Cash, Beginning of Year	125,180	231,907
Cash, End of Year	80,937	125,180

**THE BOARD OF MANAGEMENT FOR THE
ST. LAWRENCE MARKET NEIGHBOURHOOD BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

1. ESTABLISHMENT AND OPERATIONS

The St. Lawrence Market Neighbourhood 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	Lights	5 years
Streetscape	5 years	Planters	5 years
Sound Equipment	5 years	Way Finder Pole	5 years
Pole Wraps	5 years	Computers	3 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
ST. LAWRENCE MARKET NEIGHBOURHOOD 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 INVESTMENTS

Short-term investments consist of guaranteed investment certificates with the TD Canada Trust. These investments bear interest at the rate of 1.35% per annum and will be maturing in 2020.

4. CITY OF TORONTO – SPECIAL CHARGES

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	169,515	359,188
Less: allowance for uncollected special charges	<u>(141,500)</u>	<u>(215,900)</u>
Special charges receivable	<u>28,015</u>	<u>143,288</u>

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

	2019	2018
	\$	\$
Special charges written-off	137,191	44,914
Change in allowance for uncollected special charges	<u>(74,400)</u>	<u>(26,000)</u>
	<u>62,791</u>	<u>18,914</u>

THE BOARD OF MANAGEMENT FOR THE
ST. LAWRENCE MARKET NEIGHBOURHOOD BUSINESS IMPROVEMENT AREA
 NOTES TO THE FINANCIAL STATEMENTS, CONT'D
 FOR THE YEAR ENDED DECEMBER 31, 2019

5. TANGIBLE CAPITAL ASSETS

	2019								
	Lights	Way Finder Pole	Streetscape	Computers	Sound Equip	Planters	Pole Wraps	Street Furniture	Total
Cost									
Beginning	690,226	23,605	182,867	7,116	10,023	64,739	74,890	5,596	1,059,062
Additions									
Disposals									
Ending	690,226	23,605	182,867	7,116	10,023	64,739	74,890	5,596	1,059,062
Accumulated Amortization									
Beginning	664,265	18,884	132,387	7,116	10,023	41,641	59,912	1,119	935,347
Amortization	25,961	4,721	36,573	-	-	12,948	14,978	1,119	96,300
Disposals									
Ending	690,226	23,605	168,960	7,116	-	54,589	74,890	2,238	1,031,647
Net Book Value	-	-	13,907	-	-	10,150	-	3,358	27,415
	2018								
	Lights	Way Finder Pole	Streetscape	Computers	Sound Equip	Planters	Pole Wraps	Banners	Total
Cost									
Beginning	657,775	23,605	182,867	7,116	10,023	64,739	74,890	0	1,021,015
Additions	32,451							5,596	38,047
Disposals									
Ending	690,226	23,605	182,867	7,116	10,023	64,739	74,890	5,596	1,059,062
Accumulated Amortization									
Beginning	581,369	14,163	95,814	4,744	10,023	28,693	44,934	0	779,740
Amortization	82,896	4,721	36,573	2,372		12,948	14,978	1,119	155,607
Disposals									
Ending	664,265	18,884	132,387	7,116	10,023	41,641	59,912	1,119	935,347
Net Book Value	25,961	4,721	50,480	-	-	23,098	14,978	4,477	123,715

**THE BOARD OF MANAGEMENT FOR THE
ST. LAWRENCE MARKET NEIGHBOURHOOD 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. The BIA is subject to an interest rate risk with respect to its investments; however, as these instruments are short-term investments the risk is minimal.

8. COMMITMENTS

The Board, in co-operation with the City, has implemented cost-shared capital improvement projects on publicly owned property for several years. The projects are long-term in nature and are usually completed subsequent to the year of Council's approval. The Board is committed to capital improvement projects of which the Board's share of \$nil (2018 - \$282,500) was outstanding as at December 31, 2019.

9. CAPITAL EXPENSES

In order to finance major capital expenses, the BIA annually budgets certain amounts and accumulates them as 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.

10. BUDGET

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