

Appendix P



C.C.L. Chartered Professional Accountants
Professional Corporation
(Member of LAWCPA network)

Terence Chan MBA, CPA (ILL), CPA, CA
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September 14, 2020

Mr. Duri Lee
City of Toronto
Accounting Services Division
14th Floor, 55 John Street
Toronto, Ontario
M5V 3C6

Dear Sir,

Re: Kensington Market Business Improvement Area

Please be advised that, during our audit of the December 31, 2019 financial statements of Kensington Market Business Improvement Area. We have identified no significant matter, which is required to be brought to the Board of the BIA.

Should you have any further questions, please do not hesitate to contact us.

Yours very truly,
C.C.L. Chartered Professional Accountants Professional Corporation

Terence Chan, MBA, CPA (ILL, US), CPA, CA

**KENSINGTON MARKET BUSINESS
IMPROVEMENT AREA
FINANCIAL STATEMENTS
DECEMBER 31, 2019**

KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

Financial Statements December 31, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

Opinion

We have audited the accompanying financial statements of **KENSINGTON MARKET BUSINESS IMPROVEMENT AREA (BIA)**, which comprise the statements of financial position as at **December 31, 2019**, and the statements of operations, changes in accumulated surplus and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Kensington Market Business Improvement Area (BIA) as at December 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of Kensington Market Business Improvement Area (BIA) in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our 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 not-for-profit organizations 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 BIA or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for over-seeing the BIA's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our 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 our 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, we exercise professional judgement and maintain professional skepticism throughout the audit. We 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 our 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 BIA'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 BIA's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the BIA 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.

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

C.C.I.

Chartered Professional Accountants Professional Corporation
Authorized to practice public accounting by the
Chartered Professional Accountants of Ontario

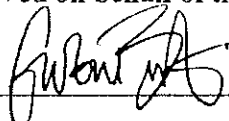
Toronto, Ontario
August 31, 2020

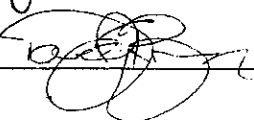
KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

**Statement of Financial Position
December 31, 2019**

	<u>2019</u>	<u>2018</u>
	\$	\$
Financial Assets		
Cash and short term investments	255,814	235,954
Accounts receivable		
- City of Toronto - special charges (note 3)	13,312	5,608
- Other	9,894	12,182
Prepaid and deposit	<u>11,958</u>	<u>-</u>
	<u>290,978</u>	<u>253,744</u>
Liabilities		
Accounts payable		
- Other	6,848	12,684
Deferred Grant - Lights (note 5)	<u>3,482</u>	<u>6,997</u>
	<u>10,330</u>	<u>19,681</u>
Net Financial Assets	280,648	234,063
Non-Financial Assets		
Property and equipment (note 4)	<u>60,428</u>	<u>43,470</u>
Accumulated Surplus	<u>341,076</u>	<u>277,533</u>

Approved on behalf of the Board of Management

X  _____, Chair

 _____, Treasurer

KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

**Statement of Changes in Accumulated Surplus
Year ended December 31, 2019**

	<u>2019</u>	<u>2018</u>
	\$	\$
Accumulated Surplus		
Balance, beginning of year	277,533	224,525
Surplus for the year	<u>63,543</u>	<u>53,008</u>
Balance, end of year	<u>341,076</u>	<u>277,533</u>

KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

Statement of Operations Year ended December 31, 2019

	Budget		
	<u>2019</u>	<u>2019</u>	<u>2018</u>
	\$	\$	\$
Revenue			
Levies received	172,393	172,392	169,300
Other revenue	-	18,635	16,428
City of Toronto - Grant for lights (note 5)	-	3,515	3,515
	<u>172,393</u>	<u>194,542</u>	<u>189,243</u>
Expenses			
Advertising and promotion	74,000	51,248	53,764
Amortization	-	10,319	23,485
Bank charges	250	1,438	512
Insurance	978	846	918
Office and general	6,755	5,291	5,401
Professional fees	3,000	3,144	2,336
Repair and maintenance	4,900	1,838	2,541
Rent	6,000	5,503	4,816
Salaries	47,000	49,567	36,340
Streetscape improvement	20,000	-	-
Provision for uncollected special charges	15,672	1,805	6,122
	<u>178,555</u>	<u>130,999</u>	<u>136,235</u>
(Deficit) Surplus for the year	<u>(6,162)</u>	<u>63,543</u>	<u>53,008</u>

KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

Statement of Cash Flows Year ended December 31, 2019

	<u>2019</u>	<u>2018</u>
	\$	\$
Funds provided (used):		
Operating Activities		
Surplus for the year	63,543	53,008
Item not affecting cash		
- amortization	10,319	23,485
Changes in other non-cash working capital components (1)	<u>(23,210)</u>	<u>(8,347)</u>
	<u>50,652</u>	<u>68,146</u>
Investing Activities		
Acquisition of property and equipment	(27,277)	(33,305)
Deferred grant - lights	<u>(3,515)</u>	<u>(3,514)</u>
	<u>(30,792)</u>	<u>(36,819)</u>
Net increase in cash	19,860	31,327
Cash, beginning of year	<u>235,954</u>	<u>204,627</u>
Cash, end of year	<u>255,814</u>	<u>235,954</u>

(1) Changes in other non-cash working capital components represented by:

Accounts receivable - City of Toronto	(7,704)	(4,074)
Accounts receivable - Other	2,288	(8,941)
Prepaid and deposit	(11,958)	150
Accounts payable - Other	<u>(5,836)</u>	<u>4,518</u>
	<u>(23,210)</u>	<u>(8,347)</u>

KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

Notes to Financial Statements December 31, 2019

1. Nature of the Organization

Kensington Market Business Improvement Area is a not-for-profit volunteer-based association dedicated to create a safe and competitive business area that attract shoppers and new businesses 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.

2. Significant Accounting Policies

The Organization follows Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board (PSAB) which include the following policies:

Revenue recognition:

The Organization receives special charges from the City of Toronto, cash donations from corporate sponsors and private donors, as well as grants for operating purposes and capital projects. Revenue are being recorded upon signing of contract, and when collection can be reasonably ascertained.

Property and equipment:

Property and equipment are stated at cost and amortized using straight-line basis over the estimated useful lives of the assets at the following rates per annum:

Computers	5 years
Furniture and equipment	5 years
Lights	5 years
Tents	5 years
Cigarette contraptions	5 years
Trailers	30% declining balance

Contributed services:

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

Financial instruments:

Financial instruments are recorded at the approximated fair value.

KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

Notes to Financial Statements

December 31, 2019

2. Significant Accounting Policies (Continued)

Use of Estimates:

The preparation of these financial statements in conformity with Canadian accounting standards for local governments requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, at the date of the financial statements, and the reported amounts of revenues and expenses during the reported period. Actual results could differ from management's best estimates, as additional information becomes available in the future.

3. City of Toronto - Special Charges

Special charges levied by the City are collected from BIA members 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:

	<u>2019</u>	<u>2018</u>
	\$	\$
Total special charges outstanding	18,812	15,508
Less: allowance for uncollected special charges	<u>(5,500)</u>	<u>(9,900)</u>
Accounts receivable - City of Toronto (special charges)	<u>13,312</u>	<u>5,608</u>

The provision for uncollected levies reported on the Statement of Operations comprises of:

	<u>2019</u>	<u>2018</u>
	\$	\$
Special charges written-off	6,205	2,322
Changes in allowance for uncollected special charges	<u>(4,400)</u>	<u>3,800</u>
	<u>1,805</u>	<u>6,122</u>

KENSINGTON MARKET BUSINESS IMPROVEMENT AREA

Notes to Financial Statements December 31, 2019

4. Property and Equipment

	<u>Cost</u>	<u>Accumulated Amortization</u>	Net	
	\$	\$	<u>2019</u>	<u>2018</u>
			\$	\$
Computer	2,650	2,070	580	869
Cigarette contraptions	7,784	4,522	3,262	4,819
Furniture and equipment	5,384	5,384	-	204
Lights	94,595	94,595	-	6,140
Streetscape	56,277	-	56,277	28,999
Tents	10,093	9,784	309	2,328
Trailers	<u>3,329</u>	<u>3,329</u>	<u>-</u>	<u>111</u>
	<u>180,112</u>	<u>119,684</u>	<u>60,428</u>	<u>43,470</u>

5. Deferred Grant - Lights

Grant received from the City of Toronto for lights and signs are being deferred and amortized on the same basis of the lights.

	\$
Amount received in 2015 for lights	13,262
Amount received in 2017 for street signs	4,311
Less : Accumulated amortization for grant	<u>(14,091)</u>
Balance at the year end	<u>3,482</u>

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. Budget

Budget figures are provided for comparative purpose only and have not been audited. Accordingly, we do not express any opinion on the budget figures.