

**FINANCIAL STATEMENTS**  
**For**  
**BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55**  
**For the year ended**  
**DECEMBER 31, 2017**

## INDEPENDENT AUDITOR'S REPORT

To the Council of the Corporation of the

### **CITY OF TORONTO AND THE BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55**

We have audited the accompanying financial statements of the Board of Management for Community Centre 55, which comprise the statement of financial position as at December 31, 2017 and the statements of operations and changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards for government 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.

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on these 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 financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the 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 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 financial statements.

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

#### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Board of Management for Community Centre 55 as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not-for-profit organizations.



Chartered Professional Accountants  
Licensed Public Accountants

Toronto, Ontario  
March 13, 2018.

Welch LLP - Chartered Professional Accountants  
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**BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55**

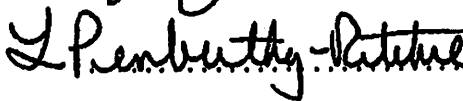
**STATEMENT OF FINANCIAL POSITION**

**DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
<b><u>ASSETS</u></b>		
<b>CURRENT ASSETS</b>		
Cash	\$ 75,191	\$ 25,503
Accounts receivable	<u>15,008</u>	<u>8,748</u>
	90,199	34,251
<b>DUE FROM CITY OF TORONTO (note 4)</b>	<u>240,192</u>	<u>250,395</u>
	<u>\$ 330,391</u>	<u>\$ 284,646</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>CURRENT LIABILITIES</b>		
Due to City of Toronto (note 6)	\$ 31	\$ 167
Accounts payable and accrued liabilities	25,548	34,084
Deferred contribution	<u>64,620</u>	<u>-</u>
	90,199	34,251
<b>POST-EMPLOYMENT BENEFITS PAYABLE (note 4)</b>	<u>240,192</u>	<u>250,395</u>
	<u>330,391</u>	<u>284,646</u>
<b>NET ASSETS</b>	<u>-</u>	<u>-</u>
	<u>\$ 330,391</u>	<u>\$ 284,646</u>

Approved by the Board:

  
 ..... Chair

 Treasurer

(See accompanying notes)

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**BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55**  
**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**  
**YEAR ENDED DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
<b>Revenue</b>		
City of Toronto	\$ <u>775,323</u>	\$ <u>770,008</u>
<b>Expenses</b>		
Salaries and wages	509,806	514,187
Employee benefits	131,155	137,137
Materials and supplies	79,121	58,135
Purchase of services	<u>55,241</u>	<u>60,549</u>
	<u>775,323</u>	<u>770,008</u>
<b>Net revenue over expenses and net assets, beginning and end of year</b>	<u>\$ -</u>	<u>\$ -</u>

(See accompanying notes)

**Welch LLP**

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BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55

STATEMENT OF CASH FLOWS

YEAR ENDED DECEMBER 31, 2017

	<u>2017</u>	<u>2016</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Net revenue over expenses	\$ -	\$ -
Increase (decrease) resulting from changes in:		
Accounts receivable	(6,260)	11,773
Due from City of Toronto	10,203	6,237
Due to City of Toronto	(136)	17
Accounts payable and accrued liabilities	(8,536)	(26,736)
Post-employment benefits payable	(10,203)	(6,237)
Deferred contribution	<u>64,620</u>	<u>-</u>
<b>Cash flows from (used in) operating activities</b>	<u>49,688</u>	<u>(14,946)</u>
<b>INCREASE (DECREASE) IN CASH</b>	49,688	(14,946)
<b>CASH AT BEGINNING OF YEAR</b>	<u>25,503</u>	<u>40,449</u>
<b>CASH AT END OF YEAR</b>	<u>\$ 75,191</u>	<u>\$ 25,503</u>

(See accompanying notes)

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**BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2017**

**1. NATURE OF OPERATIONS**

The City of Toronto Act, 1997 continued the provisions of By-law No. 1995 - 0448 dated June 26, 1995 to reflect Chapter 25, Community and Recreation Centres of the Corporation of the City of Toronto Municipal Code. Chapter 25 amended all previous By-laws and established part of the premises at 97 Main Street, Toronto, as a community recreation centre under the authority of the Municipal Act, known as Community Centre 55 (the "Centre"). The Centre is a not-for-profit organization and, as such, is exempt from income tax.

The Municipal Code provides for a Council appointed Board of Management which, among other matters, shall:

- (a) endeavour to manage and control the premises in a reasonable and efficient manner, in accordance with standard good business practices, and
- (b) pay to the City of Toronto (the "City") any excess of administration expenditure funds provided by the City in accordance with its approved annual budget, but may retain any surplus from program activities.

**2. SIGNIFICANT ACCOUNTING POLICIES**

*Basis of accounting*

These financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards for government not-for-profits ("PSA-GNPO") as issued by the Public Sector Accounting Board (PSAB).

*Revenue recognition*

The Centre follows the deferral method of accounting for contributions. Contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions are deferred and recognized as revenue in the year in which the related expenses are recognized and are recorded as deferred contributions on the statement of financial position.

*Financial instruments*

The Centre initially measures its financial assets and financial liabilities at fair value.

The Centre subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and accounts receivable. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

**BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55**

**NOTES TO THE FINANCIAL STATEMENTS - Cont'd.**

**YEAR ENDED DECEMBER 31, 2017**

**2. SIGNIFICANT ACCOUNTING POLICIES - Cont'd.**

*Contributed material services*

Because of the difficulty of determining their fair value, contributed materials and services are not recognized in the financial statements. Monetary donations are recorded as received.

*Employee related costs*

The Centre has adopted the following policies with respect to employee benefit plans:

- (a) The City of Toronto offers a multi-employer defined benefit pension plan to the Centre's employees. Due to the nature of the Plan, the Centre does not have sufficient information to account for the plan as a defined benefit plan; therefore, the multi-employer defined benefit pension plan is accounted for in the same manner as a defined contribution plan. An expense is recorded in the period in which contributions are made.
- (b) The Centre also offers its employees a defined benefit sick leave plan, a post-retirement life, health and dental plan, a long-term disability plan and continuation of health, dental and life insurance benefits to disabled employees. The accrued benefit obligations are determined using an actuarial valuation based on the projected benefit method prorated on service, incorporating management's best estimate of future salary levels, inflation, sick day usage estimates, ages of employees and other actuarial factors.

Net actuarial gains and losses that arise are amortized over the expected average remaining service life of the employee group.

The Centre recognizes an accrued benefit liability on the statement of financial position, which is the net of the amount of the accrued benefit obligations and the unamortized actuarial gains / losses.

*Use of estimates*

The preparation of financial statements in conformity with Canadian public sector accounting standards for government not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Management makes accounting estimates when determining significant accrued liabilities and the post-employment benefits liabilities and the related costs charged to the statement of operations. Actual results could differ from those estimates, the impact of which would be recorded in future periods.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the year in which the estimates are revised and in any future years affected.

3. **FINANCIAL INSTRUMENTS**

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The following disclosures provide information to assist users of the financial statements in assessing the extent of risk related to the Centre's financial instruments.

*Liquidity risk*

Liquidity risk refers to the adverse consequence that the Centre will encounter difficulty in meeting obligations associated with financial liabilities, which are comprised of accounts payable and accrued liabilities.

The Centre manages liquidity risk by monitoring its cash flow requirements on a regular basis. The Centre believes its overall liquidity risk to be minimal as the Centre's financial assets are considered to be highly liquid.

*Interest rate risk*

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Centre's cash earns interest at prevailing market rates and the interest rate exposure related to these financial instruments is negligible.

*Credit risk*

The Centre is exposed to credit risk resulting from the possibility that parties may default on their financial obligations. The Centre's maximum exposure to credit risk represents the sum of the carrying value of its cash and amounts receivable. The Centre's cash is with a Canadian chartered bank and as a result management believes the risk of loss on this item to be remote.

Management believes that the Centre's credit risk with respect to amounts receivable is limited. The organization manages its credit risk by reviewing amounts receivable aging and following up on outstanding amounts.

*Changes in risk*

There have been no significant changes in the Centre's risk exposures from the prior year.



**BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55**

**NOTES TO THE FINANCIAL STATEMENTS - Cont'd.**

**YEAR ENDED DECEMBER 31, 2017**

**4. POST-EMPLOYMENT BENEFITS AND COMPENSATED ABSENCES LIABILITY**

The Centre participates in a number of defined benefit plans provided by the City including pension, other retirement and post-employment benefits to its employees. Under the sick leave plan for management staff with ten years of service as of July 1, 2008, unused sick leave accumulates and eligible retirees are entitled to a cash payment when they leave the Centre's employment. The liability for these accumulated days represents the extent to which they have vested and can be taken in cash by an employee upon termination, retirement or death. This sick bank plan was replaced by a Short Term Disability Plan (STD) effective March 1, 2008, for all non-union employees of the City of Toronto. Upon the effective date, individual sick banks were locked with no further accumulation. Grandfathered management staff remains entitled to payout of frozen, banked time, as described above. Under the new STD plan, management employees are entitled to 130 days annual coverage with salary protection at 100 or 75 percent, depending upon years of service. Non-management employees continue to receive sick bank time as stipulated in the applicable Collective Agreement, which specifies no financial conversion of unused sick leave.

The Centre also provides health, dental, accidental death and disability, life insurance and long-term disability benefits to eligible employees. Depending upon length of service and an individual's election, management retirees are covered either by the former City of Toronto retirement benefit plan or by the current retirement benefit plan.

Due to the complexities in valuing the benefit plans, actuarial valuations are conducted on a periodic basis. The most recent actuarial valuation was completed as at December 31, 2015 with projections to December 31, 2016, 2017 and 2018. Assumptions used to project the accrued benefit obligations were as follows:

- long-term inflation rate - 2.0%
- assumed health care cost trends - range from 3.0% to 4.0%
- rate of compensation increase - 3.0% to 3.5%
- discount rates - post-retirement 3.2%, post-employment 2.8%, sick leave 3.0%

Information about the Centre's employee benefits, other than the multi-employer, defined benefit pension plan noted below, is as follows:

	<u>2017</u>	<u>2016</u>
Post-retirement benefits	\$ 232,213	\$ 178,986
Continuation of benefits to disabled employees	33,639	50,109
Income benefits	<u>46,638</u>	<u>69,650</u>
	312,490	298,745
Deduct: Unamortized actuarial loss	<u>(72,298)</u>	<u>(48,350)</u>
Post-employment benefit liability	<u>\$ 240,192</u>	<u>\$ 250,395</u>

BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55

NOTES TO THE FINANCIAL STATEMENTS - Cont'd.

YEAR ENDED DECEMBER 31, 2017

4. POST-EMPLOYMENT BENEFITS AND COMPENSATED ABSENCES LIABILITY - Cont'd.

The continuity of the accrued benefit obligation is as follows:

	<u>2017</u>	<u>2016</u>
Balance, beginning of year	\$ 250,395	\$ 256,632
Current service cost	8,971	8,816
Interest cost	9,126	9,507
Plan amendment	(2,736)	-
Amortization of actuarial loss	23,066	23,284
Expected benefits paid	<u>(48,630)</u>	<u>(47,844)</u>
	<u>\$ 240,192</u>	<u>\$ 250,395</u>

A long-term receivable of \$240,192 (2016 - \$250,395) from the City has resulted from the recording of sick leave and post-retirement benefits. Funding for these costs continues to be provided by the City as benefit costs are paid and the City continues to be responsible for the benefit liabilities of management staff that may be incurred by the Centre.

The Centre also makes contributions to the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of most of its employees. This Plan is a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Employer contributions to this pension plan amounted to \$46,777 in 2017 (2016 - \$47,229).

The most recent actuarial valuation of the OMERS Plan as at December 31, 2017 indicates the Plan is in a surplus position and the Plan's December 31, 2017 financial statements indicate a net surplus of \$605 million (a deficit of \$5.403 billion net against unrecognized investment returns of \$6.008 billion that will be recognized over the next four years). The Plan's management is monitoring the adequacy of the contributions to ensure that future contributions together with the Plan assets and future investment earnings will be sufficient to provide for all future benefits. At this time, the Centre's contributions accounted for 0.0024% of the Plan's total employer contributions. Additional contributions, if any, required to address the Centre's proportionate share of the deficit will be expensed during the period incurred.

BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55

NOTES TO THE FINANCIAL STATEMENTS - Cont'd.

YEAR ENDED DECEMBER 31, 2017

5. CONTROLLED NOT-FOR-PROFIT

The Centre controls Community Centre 55 (the "Charity"), a charitable organization. The Charity runs the Centre's programs. The Charity is incorporated without share capital under the name Community Centre 55 and is a registered charity under the Income Tax Act. The Centre provides all administrative resources to the Charity and the Charity operates to assist the Centre in achieving its mandates.

The Charity has not been consolidated in the Centre's financial statements. Financial summaries of the Charity as at December 31, 2017 and 2016 and for the years then ended are as follows:

Financial Position

	<u>2017</u>	<u>2016</u>
Total assets	\$ <u>771,220</u>	\$ <u>765,309</u>
Total liabilities	\$ 82,601	\$ 50,805
Total net assets	<u>688,619</u>	<u>714,504</u>
	\$ <u>771,220</u>	\$ <u>765,309</u>

Results of Operations

	<u>2017</u>	<u>2016</u>
Total revenue	\$ 1,893,335	\$ 1,724,164
Total expenses	<u>1,919,220</u>	<u>1,644,234</u>
Excess of revenue over expenses (expenses over revenue)	\$ <u>(25,885)</u>	\$ <u>79,930</u>

Cash Flows

	<u>2017</u>	<u>2016</u>
Cash from (used in) operating activities	\$ (30,419)	\$ 123,464
Cash from (used in) investing activities	<u>(145,905)</u>	<u>135,488</u>
Increase (decrease) in cash	\$ <u>(176,324)</u>	\$ <u>258,952</u>

**BOARD OF MANAGEMENT FOR COMMUNITY CENTRE 55**

**NOTES TO THE FINANCIAL STATEMENTS - Cont'd.**

**YEAR ENDED DECEMBER 31, 2017**

**6. FUNDS PROVIDED BY THE CITY OF TORONTO**

Funding for administration expenditures is provided by the City according to Council approved budgets. Surplus amounts in administration are payable to the City. Deficits, excluding those accruals for long term employee benefits, are funded by the Centre unless Council approval has been obtained for additional funding.

	2017 <u>Budget</u> (unaudited)	<u>2017</u>	<u>2016</u>
<b>Administration expenses:</b>			
Salaries and wages	\$ 509,810	\$ 509,806	\$ 514,187
Employee benefits	131,172	131,155	137,137
Materials and supplies	79,706	79,121	58,135
Purchase of services	<u>54,649</u>	<u>55,241</u>	<u>60,549</u>
	<u>\$ 775,337</u>	<u>\$ 775,323</u>	<u>\$ 770,008</u>
<b>Centre's actual administration revenue:</b>			
Administration budget		\$ 775,337	\$ 770,025
<b>Centre's actual administration expenses:</b>			
Administration expenses		<u>775,323</u>	<u>770,008</u>
Administration expenses under approved budget		<u>\$ 14</u>	<u>\$ 17</u>

The under expenditure of \$14 in 2017 (2016 - \$17) is included in Due to City of Toronto.

**7. COMPARATIVE FIGURES**

Comparative figures have been reclassified where necessary to conform to the presentation adopted in the current year.

February 16, 2018

Board of Management for Community Centre 55  
97 Main Street  
Toronto, Ontario  
M4E 2V6

**PRIVATE AND CONFIDENTIAL**

Attention: Ms. Debbie Visconti

Dear Madam:

**Re: Audit of the December 31, 2017 Financial Statements**

During the course of our audit of the financial statements for the year ended December 31, 2017, we identified some matters which may be of interest to management.

The objective of an audit is to obtain reasonable assurance whether the financial statements are free of material misstatement and it is not designed to identify matters that may be of interest to management in discharging its responsibilities. In addition, an audit cannot be expected to disclose defalcations and other irregularities and it is not designed to express an opinion as to whether the systems of internal control established by management have been properly designed or have been operating effectively.

As a result of our observations, we have outlined matters below along with some suggestions for your consideration.

Please note that under Canadian generally accepted auditing standards we must report significant deficiencies to those charged with governance.

This letter is not exhaustive, and deals with the more important matters that came to our attention during the audit. Minor matters were discussed verbally with your staff. We have discussed the matters in this report with Pat McSweeney and received her comments thereon.

**Issue - HST registration and filings**

At present HST rebates are being filed for both Centre 55 (operating) and Centre 55 (programming) using the same business number, registered to Centre 55 (programming) and on the same rebate form. As the two are separate legal entities we recommend that a business number and HST account be obtained for Centre 55 (operating) and that separate HST rebates be filed and claimed going forward.

**Management's Comments**

Management will look into obtaining a separate HST account for Centre 55 (operating) but it will require information from the City of Toronto which may be difficult to obtain. There have been no issues receiving the HST rebates to date under the current method of filing.

We would like to express our appreciation for the co-operation and assistance which we received during the course of our audit from management and their staff.

We shall be pleased to discuss with you further any matters mentioned in this report at your convenience.

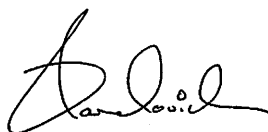
This communication is prepared solely for the information of management and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

Yours very truly,

**Welch LLP**



Kathy Steffan, CPA, CA  
Partner



Bryan Haralovich, CPA, CA, CPA (Illinois)  
Partner