

**THE BOARD OF MANAGEMENT FOR THE  
CABBAGETOWN  
BUSINESS IMPROVEMENT AREA**

**Financial Statements  
For the Year Ended December 31, 2018**



# **CABBAGETOWN BUSINESS IMPROVEMENT AREA**

**DECEMBER 31, 2018**

## **CONTENTS**

	<u>Page</u>
Independent auditor's report	2 - 3
Financial statements	
Statement of financial position	4
Statement of operations and accumulated surplus	5
Statement of changes in net financial assets	6
Statement of cash flows	7
Notes to financial statements	8 – 11



## **INDEPENDENT AUDITOR'S REPORT**

To the Council of the Corporation of the City of Toronto and the  
Board of Management for the Cabbagetown Business Improvement Area

### ***Opinion***

I have audited the financial statements of Cabbagetown Business Improvement Area (BIA), which comprise the statement of financial position as at December 31, 2018, 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, 2018 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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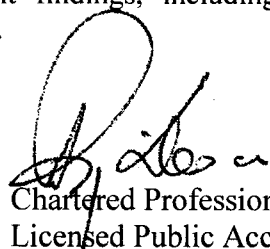
***Auditor's Responsibilities for the Audit of the Financial Statements***

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  
March 20, 2019

  
Chartered Professional Accountant  
Licensed Public Accountant

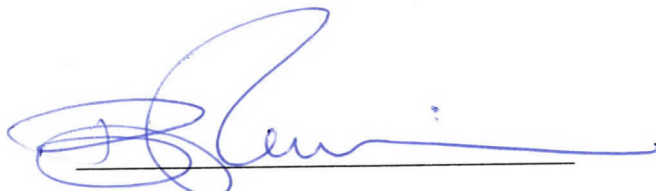


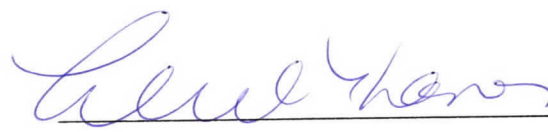
THE BOARD OF MANAGEMENT FOR THE  
CABBAGETOWN  
BUSINESS IMPROVEMENT AREA  
STATEMENT OF FINANCIAL POSITION  
AS AT DECEMBER 31, 2018

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	2018 \$	2017 \$
<b>FINANCIAL ASSETS</b>		
Cash	62,685	11,853
Short-term investments (Note 3)	37,568	76,443
Accounts receivable		
City of Toronto - Levy (Note 4)	1,400	5,235
Other	5,594	13,244
	<u>107,247</u>	<u>106,775</u>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities		
City of Toronto	2,879	2,879
Other	4,876	8,121
	<u>7,755</u>	<u>11,000</u>
<b>NET FINANCIAL ASSETS</b>	99,492	95,775
<b>NON-FINANCIAL ASSETS</b>		
Tangible Capital Assets (Note 5)	14,165	20,960
<b>ACCUMULATED SURPLUS</b>	<u>113,657</u>	<u>116,735</u>

Approved on behalf of the Board of Management:

  
Chair

  
Treasurer



**THE BOARD OF MANAGEMENT FOR THE  
CABBAGETOWN  
BUSINESS IMPROVEMENT AREA  
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS  
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<b>2018 \$ Budget (Note 10)</b>	<b>2018 \$ Actual</b>	<b>2017 \$ Actual</b>
<b>REVENUE</b>			
Levy	217,942	218,334	199,736
Festival and sponsorship	60,000	70,897	66,765
Interest and Other	8,100	26,969	9,850
	<u>286,042</u>	<u>316,200</u>	<u>276,351</u>
<b>EXPENSES</b>			
Administration	101,240	99,343	100,138
Promotion, advertising & Cabbagetown Festival	115,750	145,339	130,344
Maintenance	47,850	52,380	57,024
Capital (Note 8)	-	-	-
Amortization	-	6,795	8,005
Provision for uncollected levy (Note 4)	19,813	15,421	12,333
	<u>284,653</u>	<u>319,278</u>	<u>307,844</u>
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	1,389	(3,078)	(31,493)
<b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>	<u>116,735</u>	<u>116,735</u>	<u>148,228</u>
<b>ACCUMULATED SURPLUS, END OF YEAR</b>	<u>118,124</u>	<u>113,657</u>	<u>116,735</u>



**THE BOARD OF MANAGEMENT FOR THE**  
**CABBAGETOWN**  
**BUSINESS IMPROVEMENT AREA**  
**STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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	<b>2018</b> <b>\$</b>	<b>2017</b> <b>\$</b>
Surplus (deficit) for the year	(3,078)	(31,493)
Acquisition of tangible capital assets	-	(2,875)
Amortization of tangible capital assets	6,795	8,005
	3,717	(26,363)
Balance - Beginning of year	95,775	122,138
Balance - End of year	99,492	95,775



**THE BOARD OF MANAGEMENT FOR THE**  
**CABBAGETOWN**  
**BUSINESS IMPROVEMENT AREA**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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	2018 \$	2017 \$
<b>Cash flows from operating activities</b>		
Surplus (deficit) for the year	(3,078)	(31,493)
<b>Non-cash changes to operations</b>		
Add: Non-cash item Amortization of capital assets	6,795	8,005
Increase (decrease) resulting from changes in		
Accounts receivable - City of Toronto	3,835	9,570
Accounts receivable – other	7,650	1,356
Accounts payable - City of Toronto	-	(25,938)
Accounts payable – other	(3,245)	(13,689)
<b>Cash Provided By (Used In) Operations</b>	11,957	(52,189)
<b>Investing activities</b>		
Purchase of tangible capital assets	-	(2,875)
(Increase) decrease in short-term investments	38,875	842
<b>Cash, Beginning of Year</b>	11,853	66,075
<b>Cash, End of Year</b>	62,685	11,853



**THE BOARD OF MANAGEMENT FOR THE  
CABBAGETOWN  
BUSINESS IMPROVEMENT AREA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2018**

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**1. ESTABLISHMENT AND OPERATIONS**

The Cabbagetown 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 levy from property owners of the BIA 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 Canadian accounting standards 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 levy from its members which is 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.

**Short-term Investments:**

Short-term investments are highly liquid financial instruments with original maturities greater than three months but less than one year and are classified as "short-term" investments. BIA classifies short-term investments as current assets and reports them at their fair market value.

**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:

Street Signs	5 years	Planters	5 years
Parkettes	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  
CABBAGETOWN  
BUSINESS IMPROVEMENT AREA  
NOTES TO THE FINANCIAL STATEMENTS, CONT'D  
FOR THE YEAR ENDED DECEMBER 31, 2018

**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 a cashable guaranteed investment certificate with the TD Canada Trust. These investments bear interest at the rate ranging from 1.40% to 3.00% per annum and will be maturing in 2018.

**4. CITY OF TORONTO - LEVY**

The City collects levy from BIA members and remits the amount collected to the Board. The total levy outstanding consists of amounts collected by the City but not yet remitted to the Board and amounts uncollected by the City.

The Board records levy receivable net of an allowance for uncollected amounts.

The levy receivable from the City of Toronto are comprised of:

	2018	2017
	\$	\$
Total levy outstanding	25,000	18,935
Less: Allowance for uncollected levy	(23,600)	(13,700)
Levy receivable	<u>1,400</u>	<u>5,235</u>

The provision for uncollected levy reported on the Statement of Operations and Accumulated Surplus comprises:

	2018	2017
	\$	\$
Levy written-off	5,521	6,133
Change in allowance for uncollected levy	9,900	6,200
	<u>15,421</u>	<u>12,333</u>



THE BOARD OF MANAGEMENT FOR THE  
CABBAGETOWN  
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NOTES TO THE FINANCIAL STATEMENTS, CONT'D  
FOR THE YEAR ENDED DECEMBER 31, 2018

5. TANGIBLE CAPITAL ASSETS

	2018			
	Parkettes	Planters	Street Signs	Total
<b>Cost</b>				
Beginning	31,100	2,875	6,050	40,025
Additions				-
Disposals				-
<b>Ending</b>	<b>31,100</b>	<b>2,875</b>	<b>6,050</b>	<b>40,025</b>
<b>Accumulated Amortization</b>				
Beginning	12,440	575	6,050	19,065
Amortization	6,220	575	-	6,795
Disposals				-
<b>Ending</b>	<b>18,660</b>	<b>1,150</b>	<b>6,050</b>	<b>25,860</b>
<b>Net Book Value</b>	<b>12,440</b>	<b>1,725</b>	<b>-</b>	<b>14,165</b>

	2017			
	Parkettes	Planters	Street Signs	Total
<b>Cost</b>				
Beginning	31,100	-	6,050	37,150
Additions	-	2,875	-	2,875
Disposals	-	-	-	-
<b>Ending</b>	<b>31,100</b>	<b>2,875</b>	<b>6,050</b>	<b>40,025</b>
<b>Accumulated Amortization</b>				
Beginning	6,220	-	4,840	11,060
Amortization	6,220	575	1,210	8,005
Disposals	-	-	-	-
<b>Ending</b>	<b>12,440</b>	<b>575</b>	<b>6,050</b>	<b>19,065</b>
<b>Net Book Value</b>	<b>18,660</b>	<b>2,300</b>	<b>-</b>	<b>20,960</b>



**THE BOARD OF MANAGEMENT FOR THE  
CABBAGETOWN  
BUSINESS IMPROVEMENT AREA  
NOTES TO THE FINANCIAL STATEMENTS, CONT'D  
FOR THE YEAR ENDED DECEMBER 31, 2018**

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**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. 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.

**9. COMMITMENTS**

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

	\$
2019	20,064
2020	20,640
2021	10,230
	<u>50,934</u>

**10. BUDGET**

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