



BARRHAVEN BIA 2023 ANNUAL REPORT




AGENDA

1. Official Welcome to the Barrhaven BIA Annual General Meeting
Andrea Steenbakkers - Executive Director - Barrhaven BIA
2. **MOTION:** to Call the 2023 BBIA AGM to Order
Jason MacDonald, Chair , Barrhaven BIA
3. **MOTION:** to Adopt Today's Agenda
4. Declarations of conflicts of interest
5. **MOTION:** to Approve the 2022 BBIA AGM Minutes
6. Annual Chair's Address
7. Annual Report Slide Video for Marketing & Smart Growth Highlights
8. Presentation of Financials
Marlene Grant, Treasurer, Barrhaven BIA
MOTION: to Accept the 2022 Audited Financial Statement
MOTION: to Accept the 2023 Financial Report and 2024 Budget
9. Presentation of the BBIA Governance Amendments
10. Q&A
11. **MOTION:** to Close the Meeting



Networking Reception

Immediately following the close of the meeting, we invite you to join us for food, drink, and networking as we celebrate this year's accomplishments.

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Addendums:

- BBIA Budget
- 2022 Audited Statement



MESSAGE FROM OUR CHAIR

Dear members, elected representatives, community partners and guests,

I stand before you today with admiration for the resilience and dedication each of you brings to our community. In the intricate tapestry of our local economy, you are the vibrant threads weaving success and opportunity.

As the chair of this board, I want to express our unwavering support for your endeavours. Small businesses are the lifeblood of our community, and your hard work fuels not only economic growth but also the spirit of entrepreneurship that defines us.

In the face of challenges, you have proven that every obstacle is an opportunity to showcase your tenacity and creativity. Together, we can navigate the currents of change and emerge stronger. Our board is committed to providing resources, fostering collaboration, and advocating for policies that promote a thriving business environment.

Your success is not just yours alone—it ripples through our community, touching the lives of those who work for you and with you and those customers and clients who benefit from your products and services.

Know that our board stands as a pillar of support to all of you. Let's forge ahead, united in our commitment to building a vibrant, prosperous community. Thank you for being the backbone of our local economy, and may your businesses continue to flourish.

Together, we shape the future of Barrhaven.

Thank you.

Jason MacDonald
BBIA Chair



About the Barrhaven BIA

The Barrhaven BIA was created on January 1st, 2006 and was Ottawa's first suburban BIA. We currently have close to 550 member businesses within our boundaries; Highway 416, the south side of Fallowfield Road, the west side of Prince of Wales, and the south urban boundary. All commercial properties within the BIA boundary are automatically members of the Barrhaven BIA.

Mandate

The Barrhaven BIA is the local leader for business resources, services, and advocacy. We are committed to helping local business members make and save money and to bringing high-value employment to the Barrhaven region.

Vision

To support, promote, develop and advocate for the businesses of Barrhaven to help stimulate prosperity and employment growth.



542

Member Businesses

Priorities



Advocacy



Economic Development & Smart Growth

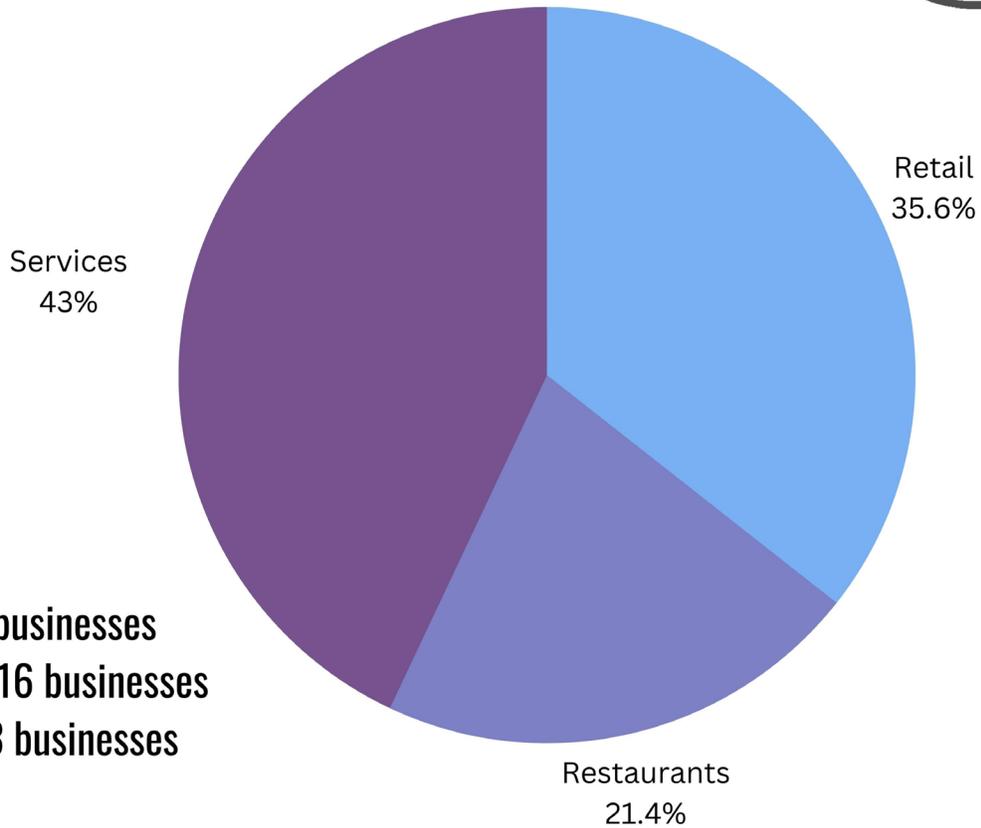


Membership Engagement



Marketing

Barrhaven BIA Membership (By the Numbers)



Retail - 193 businesses
Restaurants - 116 businesses
Services - 233 businesses

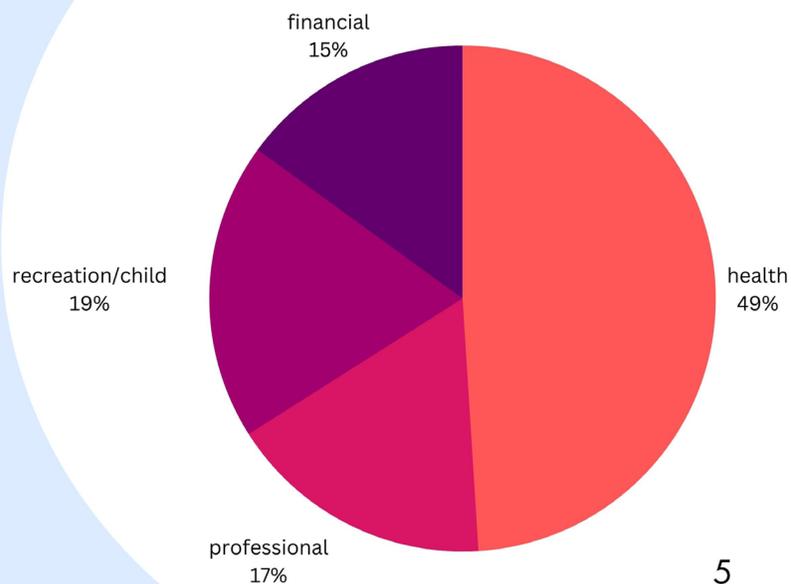


Retail
 84 independent
 28 franchises
 71 corporate

Restaurants
 50 independent
 47 franchises
 19 corporate

Services
 158 independent
 26 franchises
 49 corporate owned

A Closer Look at Services



PRIORITIES FOR THE BBIA IN 2024

This year, the BBIA made many investments in community assets and new programming. In 2024, we will focus on leveraging and improving on these investments and assisting our elected officials to foster smart and positive economic growth within the community. The ongoing priorities for the Barrhaven BIA can be split into 3 pillars;

1. Advocacy, Economic Development and Smart Growth
2. Membership Engagement/Support
3. Marketing



ADVOCACY, ECONOMIC DEVELOPMENT, & SMART GROWTH

In 2024 we will continue to work with our local elected representatives to advocate for :

- Barrhaven's Downtown and civic complex, a physical and perceived centre for Barrhaven. While the Downtown can be a focal point for specialty retailers and a new transit paradigm, all proponents must be prepared to ensure that the result is a multi-use public space, and not a revamped retail centre
- Greenbank realignment and new bridge
- Improved transit within Barrhaven including considering alternatives to OC Transpo
- Barnsdale interchange on the 416 highway

We wish to thank and congratulate our Councillors David Hill and Wilson Lo on their hard work over the past year in advancing all of the projects above!



In addition to working locally to assist our Councillors with local growth and development-related improvements, our Executive Director Andrea Steenbakkers also serves several business organizations in various capacities. She has served on the Board of OCOBIA for 5 years, the last 2 years as its Chair. OCOBIA is the unified voice of the 19 Business Improvement Areas within urban, suburban and rural Ottawa which, when combined, represent more than 6,400 businesses and their 128,000 employees.



ADVOCACY, ECONOMIC DEVELOPMENT, & SMART GROWTH

OBIAA, led by a Board of Directors, is a valuable tool for the more than 300 Business Improvement Areas in Ontario. It offers BIAs networking opportunities and sharing of ideas and best practices for; event coordination, marketing, beautification, economic development, advocacy, governance and more. Our Executive Director sits on the OBIAA Advocacy Committee. This group identifies and represents common issues affecting BIA's to all levels of government and is recognized as a 'go to' organization. It creates awareness of the importance of BIAs and OBIAA.

Thanks to the International Downtown Association Canada (IDA Canada), BIAs from each region in Canada were able to participate in the first-ever Canadian BIA Parliament Hill Day on November 6th. Representatives from across Canada, including Barrhaven BIA Executive Director and OCOBIA Chair Andrea Steenbakkers, met with MPs to bring the concerns and needs of our BIA communities to the forefront and had the opportunity to attend Question Period. We were very grateful for the opportunity to have productive conversations about how to strengthen Canada's small business sector.



MEMBERSHIP ENGAGEMENT

In 2023, the Barrhaven BIA continued to see high levels of engagement from our membership. We worked hard to connect with our members digitally and in-person through a variety of communications and events. We are proud of the high engagement rate that we have been able to maintain in 2023.

Key Membership Resources:

Email Updates for Businesses

Our weekly email updates continue to have great engagement from our membership. A great deal of effort has been put into ensuring that the content is curated to reflect what our membership needs and this has resulted in higher than ever open rates in 2023.

Print Newsletters

Quarterly print newsletters were a very effective tool for membership engagement in 2023 with deliveries in February, May, August, and November. These newsletters are a great way to connect with businesses who may not be receiving our digital communications and each delivery round results in new connections. In November, BBIA staff hand-delivered the newsletters as an added step to connect with members.



Networking Events

In 2023, we held numerous signature events and hosted networking opportunities to connect with our membership. It was great to see so many members take advantage of these opportunities. By partnering with other local business organizations on events, we were able to combine resources and bring something new to our membership.

- Barrhaven Business Networking Reception - February 15, 2023 at Capital Funeral Home and Cemetery. For this event, our members had a chance to connect with our local MP, Councillors, Mayor, and other elected officials.



MEMBERSHIP ENGAGEMENT

- Swing Into Spring Patio Party & Networking Event - May 11, 2023 at Stonebridge Golf Club. We celebrated the beginning of patio season with a live DJ and a great networking opportunity.
- Financing Your Growth - Enabling & Advancing Your Business Goals: A Conversation with Women-Led Business Owners of Barrhaven - June 13th at Stonebridge Golf Club. In partnership with the Ottawa Coalition of BIAs (OCOBIA) and Invest Ottawa along with facilitation by MPP Lisa MacLeod, this event featured a panel of Barrhaven business leaders who provided great insight on the topic.
- South Ottawa Small Business Week Networking Breakfast - October 19, 2023 at Stonebridge Golf Club. This event, hosted in partnership with OCOBIA and Manotick Village BIA, brought everyone together to celebrate small business week. A panel featuring Barrhaven and Manotick business leaders discussed the change in work patterns and the impact on small businesses in the suburban/village landscape.



Ongoing Support

Throughout the year, we have provided ongoing member support. Whether it's guidance on government programs, marketing strategies, or just someone to talk to, we are always available to support our members.

In 2023, approximately 70% of our membership was actively engaged with the BBIA.



MARKETING

2023 was a very busy year for the Barrhaven BIA in terms of marketing. New initiatives were developed and our reach within the community continued to grow exponentially.

I ♥ Barrhaven Marketing Campaigns & Branding

This campaign was started in 2022 but became our primary focus in terms of marketing for 2023. Coming out of the pandemic, we knew that we needed a refresh to our branding and messaging that was both exciting and effective in engaging the community. The I ♥ Barrhaven branding is designed to draw on the fierce pride that residents have for this community. This branding has been used on signage, social media posts and swag with great success and the community has responded in such a positive way. To expand the reach in 2023, additional components were added including our new t-shirts and place making features.

I ♥ Barrhaven Week was launched this year as a means of promoting our local businesses and celebrating our community. This annual event will take place in June each year.

The I ♥ Barrhaven Campaign has evolved into a much larger destination marketing campaign that will continue to grow in 2024.



Placemaking Features

In the spring of 2023, the BBIA installed placemaking features around the community to tie in with the I ♥ Barrhaven campaign. Four semi-permanent light up hearts, standing over 8 feet tall, were placed in business locations around the community and 20 traffic control boxes were wrapped with unique designs from a local graffiti style artist to represent our various business sectors. These features have been the talk of the community and have been the focus of many photo opportunities and selfies since their installation.



MARKETING

BBIA Swag

In planning the I ❤️ Barrhaven campaigns, it was obvious that it created a great opportunity for swag - BBIA and community members would want to wear something that featured this new branding. This has been a highly effective marketing tool and the community can't get enough. Approximately 8000 bracelets and buttons were distributed at Canada Day in Barrhaven and at our events.

New reusable I ❤️ Barrhaven shopping bags were introduced and distributed at Barrhaven Harvest Fest. These are a great way to show your local pride while out shopping in Barrhaven.

As a fundraiser for the Barrhaven Food Cupboard, new Barrhaven t-shirts were designed by the same artist who did our traffic box wraps. The design features imagery and words representing the different areas of Barrhaven and have been very popular. We have sold approximately 300 of the shirts with all proceeds going to the Barrhaven Food Cupboard.



MARKETING

Banners

In 2023, we expanded our banner program with 40 new banners along the newly widened section of Strandherd between Jockvale and Maravista. In 2024, we plan to close the gaps by completing the missing sections on Strandherd with an additional 62 banners.

Business Profiles

Our popular Business Profile series continued through 2023. This year, we were able to highlight the restaurant sector with our successful “What’s for Dinner?” campaign and regular business profiles continued. This will be a major focus for 2024!

Signage

In 2023, new signs were designed to implement our new branding throughout the community! With 6 gateway signs, 4 magnetic curbside style signs, and 1 large planter sign, we have been able to effectively use our branding and messaging throughout all of Barrhaven.



Barrhaven BIA Event Grant

In 2023, we offered an event grant to member businesses looking to hold events at their malls with their neighbours. While we had many businesses take advantage of this in 2022, the return to normal has left businesses busier than ever in 2023. Through this grant, the Barrhaven BIA funded 3 events in 2023 and changes are being made for 2024 to expand the eligibility to include tourism-based events that would attract people to the community. Here are the events the BBIA funded in 2023:

- Annual Community BBQ at The Nukk Greenbank
- Barrhaven Harvest Fest
- Big Brothers Big Sisters Ottawa Annual Big Tee Off tournament at Stonebridge Golf



MARKETING

Fall in Love with Giving Back

In the fall, we launched the “Fall in Love with Giving Back” campaign to partner with local organizations in the spirit of giving back. The Barrhaven BIA was invited to be a partner with Big Brothers Big Sisters Ottawa for their Big Tee Off golf tournament held at Stonebridge Golf Club here in Barrhaven which provided a great opportunity to welcome people from all over Ottawa, to Barrhaven. We also worked closely with the United Way of East Ontario to pilot their Shop and Donate Local campaign here in Barrhaven with 17 businesses hosting tap consoles in the month of October.

I ♥ the Holidays in Barrhaven

Our holiday campaigns were back and bigger than ever in 2023. 26 businesses participated in our daily giveaways and holiday guide which are both widely appreciated by the community. We also introduced our Holiday Advent Calendar, an event calendar featuring holiday events hosted by our local businesses, with great success. This is by far our biggest campaign of the year and it is always so rewarding to see the community response.



Holiday Lights

For the third year, the Barrhaven BIA had holiday lights installed on the corners of Strandherd Drive and Greenbank Road. All four corners are lit up with over 60,000 lights! The lights were officially lit on November 18th and will stay lit throughout the holiday season.

Looking forward to 2024

Planning is already well underway for marketing in 2024. Our goal is to build on our successes! Plans include:

- The return of business profiles as a regular weekly feature with creative new twists,
- Expansion of our traffic box wraps to cover another 20 boxes all around the community, working with all local high schools to design new, unique wraps,
- A partnership with the University of Ottawa Heart Institute for Heart Month in February,
- Building on existing partnerships with Big Brothers Big Sisters Ottawa and other organizations,
- A new website,
- And More!



THANK YOU TO OUR BOARD & STAFF



Executive Director	Andrea Steenbakkers	613-825-8242	execdirector@barrhavenbia.ca
Chair	Jason MacDonald	613-297-5712	jason@mpgrealty.ca
Vice-Chair	Simon Beaulieu	613-825-1064	timsbarrhaven@gmail.com
Treasurer	Marlene L. Grant	613-823-6878	mgrant@mlgpc.ca
Marketing Chair	Cynthia Ladouceur	613-889-2125	cynthia.ladouceur@hilton.com
Councillor	David Hill	613-580-2473	david.hill@ottawa.ca
Councillor	Wilson Lo	613-580-2846	wilson.lo@ottawa.ca
Member at Large	Jagdeep Perhar	613-720-4518	jagdeep@perhar.ca
Member at Large	John Hannon	613-835-7467	hannon@bell.net
Member at Large	Kyle Cuthbert	613-823-4747	kcuthbert@arbormemorial.ca
Member at Large	Muna Mohammed	613-699-2001	hello@eight50coffee.com
Member at Large	Leanne Duval	613-825-7019	leanne.duval@bmo.com
Reserve Member	Naina Kansal	343-547-8199	kansal.nano@gmail.com
Reserve Member	Rob Weeden	613-825-0812	mon01035@loblaw.ca
Marketing Assistant	Crystal Logan	613-818-1901	marketing@barrhavenbia.ca

We would also like to take this opportunity to thank our committee members for their support over the past year.

Marketing Committee: Julia Reid - Play on Pediatric Therapy, Charmion Barrette - Cedargrove Massage Therapy, Joe Baker - b-sharp Ottawa, Janet McCausland - Meridian Credit Union, Chris Torti - Clubhouse, & Cody McCallan- Heart and Crown



Financial Statements

The Barrhaven Business Improvement Area

December 31, 2022

Independent auditor's report

To the Board Members, Members of Council, Inhabitants and Ratepayers of

The Barrhaven Business Improvement Area

Opinion

We have audited the financial statements of the BIA, which comprise the statement of financial position as at December 31, 2022, and the statement of operations, 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.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the BIA as at December 31, 2022, and its financial performance and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

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 the 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 public sector accounting standards, 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 overseeing 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 judgment 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.

Ernst & Young LLP

Ottawa, Canada
October 20, 2023

Chartered Professional Accountants
Licensed Public Accountants

THE BARRHAVEN BUSINESS IMPROVEMENT AREA

STATEMENT OF FINANCIAL POSITION

As at December 31, 2022, with comparative information for 2021

Table 1 - Statement of Financial Position - Financial Assets

Financial assets	2022	2021
Cash on deposit with the Corporation of the City of Ottawa	\$225,011	\$222,562
Cash	103	84
Accounts receivable	-	1,237
Total financial assets	225,114	223,883

Table 2 - Statement of Financial Position - Liabilities

Liabilities	2022	2021
Accounts payable and accrued liabilities	31,664	40,799
Total liabilities	31,664	40,799
Net financial assets	192,219	184,315

Table 3 - Statement of Financial Position - Non-Financial Assets and Accumulated Surplus

Non-financial assets	2022	2021
Prepaid expenses	17,670	18,189
Tangible capital assets [note 4]	57,078	-
Total non-financial assets	74,748	18,189
Accumulated surplus	\$259,063	\$210,408

See accompanying notes

THE BARRHAVEN BUSINESS IMPROVEMENT AREA

STATEMENT OF OPERATIONS

For the year ended December 31, 2022, with comparative information for

2021 Table 4 - Statement of Operations - Revenue

Revenue	Budget 2022 <i>[note 5]</i>	Actual 2022	Actual 2021
Tax revenue <i>[notes 3 and 6]</i>	\$392,500	\$342,662	\$307,256
Sundry <i>[note 2]</i>	27,000	25,252	28,262
Payments in lieu of taxation	250	250	250
Donations	3,000	2,750	2,875
Total revenue	422,750	370,914	338,643

Table 5 - Statement of Operations - Expenses

Expenses	Budget 2022 <i>[note 5]</i>	Actual 2022	Actual 2021
Salaries	174,500	175,891	167,069
Advertising and promotion	56,500	34,427	31,054
Office supplies	64,550	35,234	27,968
Maintenance	125,600	34,144	36,480
Professional services	97,420	34,974	48,892
Insurance	7,000	3,431	4,008
Audit fees	2,000	2,699	2,318
Depreciation	-	1,459	-
Total expenses	527,570	322,259	317,789
Annual surplus (deficit)	(104,820)	48,655	20,854
Accumulated surplus, beginning of year	210,408	210,408	189,554
Accumulated surplus, end of year	\$105,588	\$259,063	\$210,408

See accompanying notes

THE BARRHAVEN BUSINESS IMPROVEMENT AREA

STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

For the year ended December 31, 2022, with comparative information for

2021 Table 6 - Statement of Changes in Net Financial Assets

	Budget 2022 <i>[note 5]</i>	Actual 2022	Actual 2021
Annual surplus (deficit)	(\$104,820)	\$48,655	\$20,854
Acquisition of tangible capital assets	-	(58,537)	-
Depreciation of tangible capital assets	-	1,459	-
Decrease in prepaid expenses	-	519	995
(Decrease) increase in net financial assets	(104,820)	(7,904)	21,849
Net financial assets, beginning of year	192,219	192,219	170,370
Net financial assets, end of year	\$87,399	\$184,315	\$192,219

See accompanying notes

THE BARRHAVEN BUSINESS IMPROVEMENT AREA

STATEMENT OF CASH FLOWS

For the year ended December 31, 2022, with comparative information for

2021 Table 7 - Statement of Cash Flows - Operating Activities

Operating activities	2022	2021
Annual surplus	\$48,655	\$20,854
Add item not affecting cash		
Depreciation	1,459	-
Changes in non-cash working capital balances related to operations		
Decrease (increase) in accounts receivable	1,237	(1,237)
Decrease in prepaid expenses	519	995
Increase (decrease) in accounts payable and accrued liabilities	9,135	(11,482)
Cash provided by operating activities	61,005	9,130

Table 8 - Statement of Cash Flows - Capital Activities

Capital activities	2022	2021
Acquisition of tangible capital assets	(58,537)	-
Cash used in capital activities	(58,537)	-

Table 9 - Statement of Cash Flows - Change in Cash and Cash Equivalents

Change in cash and cash equivalents	2022	2021
Net increase in cash and cash equivalents during the year	2,468	9,130
Cash and cash equivalents, beginning of year	222,646	213,516
Cash and cash equivalents, end of year	\$225,114	\$222,646

Table 10 - Statement of Cash Flows - Cash Breakdown

Cash and cash equivalents consist of	2022	2021
Cash	\$103	\$84
Cash on deposit with the Corporation of the City of Ottawa	225,011	222,562
	\$225,114	\$222,646

See accompanying notes

THE BARRHAVEN BUSINESS IMPROVEMENT AREA

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements of The Barrhaven Business Improvement Area [the "BIA"] are the responsibility of management and are prepared in accordance with accounting principles generally accepted for the public sector as prescribed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Since a precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These estimates and approximations have been made using careful judgment.

Accrual accounting

Revenue and expenses are reported on the accrual basis of accounting.

The accrual basis of accounting recognizes revenue as it becomes earned and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services.

Government transfers are recognized in revenue in the fiscal years during which events giving rise to the transfer occur, provided the transfers are authorized, eligibility criteria and stipulations have been met and reasonable estimates of the amounts can be made.

Financial instruments

The financial instruments of the BIA consist of cash, cash on deposit with the Corporation of the City of Ottawa, accounts receivable and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the BIA is not exposed to significant interest rate, currency or credit risks arising from these financial instruments.

Tax revenue

Annually, the City of Ottawa bills and collects tax levies as well as payments in lieu of taxation on behalf of the BIA. Tax revenue consists of non-exchange transactions. It is recognized in the period to which the assessment relates and when reasonable estimates of amounts can be made. Annual revenue also includes adjustments related to reassessments or appeals related to prior years.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Tangible capital assets

Tangible capital assets are initially recorded at cost and depreciated over their estimated useful lives using the straight-line method. Capital expenditures that do not generate future economic benefits to the BIA are charged to operations in the year of acquisition.

The Christmas lights, less residual value, are depreciated over thirty years on a straight-line basis. The signage, less residual value, is depreciated over ten years on a straight-line basis. When a new tangible asset is acquired, depreciation is recorded when the asset is put into use.

2. RELATED PARTY TRANSACTIONS

The BIA purchases certain services from companies controlled by the Board of Directors' members and company executives in the normal course of business at the exchange amounts, which are the amounts agreed to by both parties. During the year, the BIA incurred expenses of \$1,305, which it paid to related parties in return for goods and services, and recognized \$500 in revenues, which was received in return for provided goods and services.

In addition, the BIA is related to all entities under control of the City of Ottawa. During the year ended December 31, 2022, the BIA recognized grant revenue from the City of Ottawa of \$20,452 [2021 – \$23,980] within sundry revenue on the statement of operations.

3. TAX REVENUE

Tax revenue comprises the following:

Table 11 - Tax Revenue Breakdown

	2022	2021
	\$	\$
General tax levy		
Supplementary assessments	320,250	320,004
Remissions	57,720	2,319
Vacancy rebates	(37,055)	(14,763)
Prior period adjustment	-	(304)
	1,747	-
	<u>342,662</u>	<u>307,256</u>

4. TANGIBLE CAPITAL ASSETS

Tangible capital assets comprise the following:

Table 12 - Tangible Capital Assets Breakdown

	2022	2021
	\$	\$
Equipment	58,537	-
Accumulated depreciation	(1,459)	-
Net book value	<u>57,078</u>	-

5. BUDGET AMOUNTS

Budget data presented in these financial statements is based upon the 2022 budget approved by the Board of Directors. The Board-approved budget is prepared on a basis that differs from budget amounts reported on the statements of operations and changes in net financial assets, which are prepared in accordance with Canadian public sector accounting standards. The total approved revenue budget of \$422,750 reconciles to the budget figures reported in these financial statements after deducting the budgeted contribution from reserves of \$104,820, which is not included in revenue for purposes of the financial statement presentation.

6. SUBSEQUENT EVENTS

The BIA elected to increase its general tax levy by 29.6% to \$415,000 [2022 - \$320,250] for the 2023 fiscal year.

**THE BARRHAVEN BUSINESS IMPROVEMENT AREA
 PROJECTED REVENUES AND EXPENSES FOR THE YEAR-ENDED DECEMBER 31, 2023
 2024 PROPOSED BUDGET**

	Approved Budget 2023	Projected Totals 2023	Proposed Budget 2024
Revenue			
Tax Revenue	\$ 395,000	\$ 396,744	\$ 401,600
Sundry	18,500	28,814	16,600
Payments in Lieu of taxation	250	250	250
Total Revenue	(1) \$ 413,750	\$ 425,809	\$ 418,450

	Approved Budget 2023	Projected Totals 2023	Proposed Budget 2024
Expenses			
Advertising and Promotion	\$ 122,820	\$ 111,383	\$ 118,120
Salaries	187,400	187,400	195,200
Professional services	7,700	7,200	17,200
Office supplies	43,230	45,979	47,330
Insurance	7,000	7,000	9,000
Maintenance	43,600	26,600	26,600
Audit Fees	2,000	2,000	5,000
Total Expenses	(2) \$ 413,750	\$ 387,562	\$ 418,450

Annual Surplus (Deficit) Unaudited	\$ -	\$ 38,247	\$ -
Unaudited Accumulated Surplus			\$ 297,312
Audited Accumulated surplus	\$ 201,987	201,987	\$ -
Audited Accumulated surplus - Capital Assets	\$ 57,078	57,078	\$ -
Accumulated surplus, end of year	\$ 259,065	\$ 297,312	\$ 297,312 (3)

Variance Report for 2023 Projected:

(1) Total Projected revenues increased due to Economic Development Grant Received during the year.

(2) Total Projected expenses declined due to a number of projects not taking place during the year.

(3) 2024 Budget

The tax levy is increasing from \$415,000 to \$421,600 but the increase will not impact existing rate payers due to several properties coming online.