

Financial Statements

The Vanier Business Improvement Area

December 31, 2020

Independent auditor's report

To the Board Members, Members of Council, Inhabitants and Ratepayers of
The Vanier Business Improvement Area

Opinion

We have audited the financial statements of **The Vanier Business Improvement Area** [the "BIA"], which comprise the statement of financial position as at December 31, 2020, 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, 2020, 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 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.

Ottawa, Canada
August 6, 2021

Ernst & Young LLP

Chartered Professional Accountants
Licensed Public Accountants



THE VANIER BUSINESS IMPROVEMENT AREA

STATEMENT OF FINANCIAL POSITION

As at December 31, 2020, with comparative information for 2019

Table 1 - Statement of Financial Position - Financial Assets

Financial assets	2020	2019
Cash	—	\$558
Cash on deposit with the Corporation of the City of Ottawa	467,890	404,629
Accounts receivable	9,730	15,081
Total financial assets	477,620	420,268

Table 2 - Statement of Financial Position - Liabilities

Liabilities	2020	2019
Accounts payable and accrued liabilities <i>[note 2]</i>	65,147	60,072
Total liabilities	65,147	60,072
Net financial assets	412,473	360,196

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

Non-financial assets	2020	2019
Prepaid expenses	5,276	2,625
Tangible capital assets <i>[note 4]</i>	—	836
Total non-financial assets	5,276	3,461
Accumulated surplus	\$417,749	\$363,657

See accompanying notes

THE VANIER BUSINESS IMPROVEMENT AREA

STATEMENT OF OPERATIONS

For the year ended December 31, 2020, with comparative information for 2019

Table 4 - Statement of Operations - Revenue

Revenue	Budget 2020 [note 5]	Actual 2020	Actual 2019
Tax revenue [note 3]	\$368,000	\$351,634	\$377,954
Sundry	15,000	42,180	50,947
Payments in lieu of taxation	—	1,185	1,197
Total revenue	383,000	394,999	430,098

Table 5 - Statement of Operations - Expenses

Expenses	Budget 2020 [note 5]	Actual 2020	Actual 2019
Salaries	118,500	145,360	145,893
Advertising	117,700	86,142	75,755
Maintenance	46,000	47,376	47,176
Rent	24,000	21,416	26,011
Office	35,300	28,933	49,862
Professional and consulting fees	43,000	4,133	10,627
Insurance	8,500	4,420	6,453
Audit fees	—	2,291	5,666
Depreciation	—	836	1,672
Total expenses	393,000	340,907	369,115
Annual surplus (deficit)	(10,000)	54,092	60,983
Accumulated surplus, beginning of year	363,657	363,657	302,674
Accumulated surplus, end of year	\$353,657	\$417,749	\$363,657

See accompanying notes

THE VANIER BUSINESS IMPROVEMENT AREA

STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

For the year ended December 31, 2020, with comparative information for 2019

Table 6 - Statement of Changes in Net Financial Assets

	Budget 2020 [note 5]	Actual 2020	Actual 2019
Annual surplus (deficit)	\$(10,000)	\$54,092	\$60,983
Depreciation of tangible capital assets	—	836	1,672
Increase in prepaid expenses	—	(2,651)	(1,015)
Increase (decrease) in net financial assets	(10,000)	52,277	61,640
Net financial assets, beginning of year	360,196	360,196	298,556
Net financial assets, end of year	\$350,196	\$412,473	\$360,196

See accompanying notes

THE VANIER BUSINESS IMPROVEMENT AREA

STATEMENT OF CASH FLOWS

For the year ended December 31, 2020, with comparative information for 2019

Table 7 - Statement of cash flows - Operating Activities

Operating activities	2020	2019
Annual surplus	\$54,092	\$60,983
Add item not affecting cash		
Depreciation	836	1,672
Changes in non-cash working capital balances related to operations		
Decrease (increase) in accounts receivable	5,351	(13,462)
Increase in prepaid expenses	(2,651)	(1,015)
Increase (decrease) in accounts payable and accrued liabilities	5,075	(65,216)
Cash provided by (used in) operating activities	62,703	(17,038)

Table 8 - Statement of Cash Flows - Change in Cash and Cash Equivalents

Change in cash and cash equivalents	2020	2019
Net increase (decrease) in cash and cash equivalents during the year	62,703	(17,038)
Cash and cash equivalents, beginning of the year	405,187	422,225
Cash and cash equivalents, end of the year	\$467,890	\$405,187

Table 9 - Statement of Cash Flows - Cash Breakdown

Cash and cash equivalents consist of	2020	2019
Cash	—	\$558
Cash on deposit with the Corporation of the City of Ottawa	467,890	404,629
	\$467,890	\$405,187

THE VANIER BUSINESS IMPROVEMENT AREA

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements of The Vanier Business Improvement Area [the “BIA”] are the responsibility of management prepared in accordance with accounting principles generally accepted for the public sector as prescribed by the Public Sector Accounting Board of the Chartered Public 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.

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 equipment, less residual value, is depreciated over five years on a straight-line basis. When a new tangible asset is acquired, depreciation is recorded when the asset is put into use.

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.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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 reasonable estimates of amounts can be made. Annual revenue also includes adjustments related to reassessments or appeals related to prior years.

2. RELATED PARTY TRANSACTIONS

The BIA purchases certain services from companies controlled by Board of Directors' members and company executives in the normal course of business at exchange amounts, which is the amount agreed to by both parties.

In addition, the BIA is related to all entities under control of the City of Ottawa. As at December 31, 2020, nil [2019 – \$nil] is included in accounts payable and accrued liabilities that is due to related parties.

3. TAX REVENUE

Tax revenue comprises the following:

Table 10 - Tax Revenue Breakdown

	2020	2019
	\$	\$
General tax levy	374,185	374,096
Supplementary assessments	4,586	(236)
Remissions	(27,137)	(4,009)
Vacancy rebates	—	8,103
	351,634	377,954

4. TANGIBLE CAPITAL ASSETS

Table 11 - Tangible Capital Assets Cost

Cost	2020	2019
	\$	\$
Balance, beginning of year	5,016	5,016
Disposals	—	—
Balance, end of year	5,016	5,016

Table 12 - Tangible Capital Assets – Accumulated Amortization

Accumulated amortization	2020	2019
	\$	\$
Balance, beginning of year	4,180	2,508
Disposals	—	—
Amortization expense	836	1,672
Balance, end of year	5,016	4,180
Net book value, end of year	—	836

5. BUDGET AMOUNTS

Budget data presented in these financial statements is based upon the 2020 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 \$393,000 reconciles to the budget figures reported in these financial statements after deducting the budgeted contribution from reserves of \$10,000, which is not included in revenue for purposes of the financial statement presentation.

6. SUBSEQUENT EVENT

The outbreak of the novel strain of coronavirus, specifically identified as “COVID-19”, has resulted in governments worldwide enacting emergency measures to combat the spread of the virus. The Government of Canada has announced a new set of economic measures to stabilize the economy during this challenging period. In an effort to provide financial relief to members dealing with COVID-19 restrictions, the BIA elected to reduce their general tax levy by 25% to \$280,437 [2020 - \$374,185] for the 2021 fiscal year.