

LITTLE ITALY BUSINESS IMPROVEMENT AREA

August 9, 2022

Dear Rafiq:

We are providing this letter in connection with your audit of the financial statements of LITTLE ITALY BUSINESS IMPROVEMENT AREA as of December 31, 2021, and for the year then ended, for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows of the Company in accordance with Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board organizations.

We acknowledge that we are responsible for the fair presentation of the financial statements in accordance with Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board organizations and for the design and implementation of internal controls to prevent and detect fraud and error. We have assessed the risk that the financial statements may be materially misstated as a result of fraud, and have determined such risk to be low. Further, we acknowledge that your examination was planned and conducted in accordance with Canadian generally accepted auditing standards so as to enable you to express an opinion on the financial statements. We understand that while your work includes an examination of the accounting system, internal controls and related data to the extent you consider necessary in the circumstances, it is not designed to identify, nor can it be expected to disclose, fraud, shortages, errors and other irregularities, should any exist.

Certain representations in this letter are described as being limited to matters that are material. An item is considered material, regardless of its monetary value, if it is probable that its omission from or misstatement in the financial statements would influence the decision of a reasonable person relying on the financial statements.

We confirm, to the best of our knowledge and belief, as of August 9, 2022, the following representations made to you during your audit.

A. FINANCIAL STATEMENTS

1. The financial statements referred to above present fairly, in all material respects, the financial position of the entity as at December 31, 2021 and the results of its operations and changes in financial position for the year then ended in accordance with Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board organizations.

B. COMPLETENESS OF INFORMATION

1. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements. The adjusting journal entries which have been proposed by you, are approved by us and will be recorded in the books of the entity.
2. We are unaware of any known or probable instances of non-compliance with the requirements of regulatory or governmental authorities, including their financial reporting requirements.
3. We are unaware of any violations or possible violations of laws or regulations the effects of which should be considered for disclosure in the financial statements or as the basis of recording a contingent loss.
4. We have identified to you all known related parties and related party transactions, including sales, purchases, transfer of assets, liabilities and services, leasing arrangements guarantees, non-monetary transactions and transactions for no consideration.
5. You provided a non-attest service by assisting us with drafting the financials statements and related notes. In connection with this non-attest services, we confirm that we have made all management decisions and performed all management functions, have the knowledge to evaluate the accuracy and completeness of the financial statements, and accept responsibility for such financial statements.

C. FRAUD AND ERROR

1. We have no knowledge of fraud or suspected fraud affecting the entity involving management; employees who have significant roles in internal control; or others, where the fraud could have a non-trivial effect on the financial statements.
2. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.

D. RECOGNITION, MEASUREMENT AND DISCLOSURE

1. We believe that the significant assumptions used in arriving at the fair values of financial instruments as measured and disclosed in the financial statements are reasonable and appropriate in the circumstances.
2. We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial statements.
3. All related party transactions have been appropriately measured and disclosed in the financial statements.
4. The nature of all material measurement uncertainties has been appropriately disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.

5. We have informed you of all outstanding and possible claims, whether or not they have been disclosed with legal counsel.
6. All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the financial statements.
7. With respect to environmental matters:
 - (a) at year end, there were no liabilities or contingencies that have not already been disclosed to you;
 - (b) liabilities or contingencies have been recognized, measured and disclosed, as appropriate, in the financial statements; and
 - (c) Commitments have been measured and disclosed, as appropriate, in the financial statements.
8. The entity has satisfactory title to (or lease interest in) all assets, and there are no liens or encumbrances on the entity's assets nor has any been pledged as collateral.
9. We have disclosed to you, and the entity has complied with, all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.
10. The Harmonization Services Tax (HST) transactions recorded by the entity are in accordance with the federal regulations. The HST recoverable amounts recorded by the entity are considered complete.
11. There have been no events subsequent to the balance sheet date up to the date hereof that would require recognition or disclosure in the financial statements. Further there have been no events subsequent to the date of the comparative financial statements that would require adjustment of those financial statements and related notes.
12. The entity has obtain all consents and authorizations under law in respect to the personal information, if any, of employees, customers and other individuals provided to you in course of your audit, and you are authorized to use such personal information required for your working papers.
13. There were no cash dividends or air miles provided by the credit card Company.

Yours truly,


Chair
Leonard Kambandi


Treasurer

THE BOARD OF MANAGEMENT FOR THE
LITTLE ITALY
BUSINESS IMPROVEMENT AREA

Financial Statements
For the Year Ended December 31, 2021

LITTLE ITALY
BUSINESS IMPROVEMENT AREA

DECEMBER 31, 2021

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RAFIQ DOSANI, B. Comm., CPA, CA
CHARTERED PROFESSIONAL ACCOUNTANT

90 Risebrough Avenue
Toronto, Ontario M2M 2E3

Telephone: (416) 221 - 4095
Fax: (416) 221 - 4160

INDEPENDENT AUDITOR'S REPORT

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

Opinion

I have audited the financial statements of Little Italy Business Improvement Area (BIA), which comprise the statement of financial position as at December 31, 2021, 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, 2021 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 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 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.

RAFIQ DOSANI, B. Comm., CPA, CA.
CHARTERED PROFESSIONAL ACCOUNTANT

90 Risebrough Avenue
Toronto, Ontario M2M 2E3
Telephone (416) 221 - 4095
Fax (416) 221 - 4160

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 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 auditing standards, I exercise professional judgment and maintain professional scepticism 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 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 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 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.

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
June 14, 2022

Chartered Professional Accountant
Licensed Public Accountant

THE BOARD OF MANAGEMENT FOR THE
LITTLE ITALY BUSINESS IMPROVEMENT AREA
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2021

	2021 \$	2020 \$
FINANCIAL ASSETS		
Cash	99,761	-
Short-term investments (Note 3)	199,809	258,207
Accounts receivable		
City of Toronto – special charges (Note 4)	26,027	56,065
Other	41,338	54,720
	<u>366,935</u>	<u>368,992</u>
LIABILITIES		
Bank overdraft		
Accounts payable and accrued liabilities		584
City of Toronto		
Other	8,911	12,258
	<u>8,911</u>	<u>12,842</u>
NET FINANCIAL ASSETS	358,024	356,150
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 5)	12,856	33,047
ACCUMULATED SURPLUS	<u>370,880</u>	<u>389,197</u>

Approved on behalf of the Board of Management:



Chair



Treasurer

THE BOARD OF MANAGEMENT FOR THE
LITTLE ITALY BUSINESS IMPROVEMENT AREA
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2021

	2021 \$ Budget (Note 9)	2021 \$ Actual	2020 \$ Actual
REVENUE			
City of Toronto – special charges	383,519	383,519	399,779
Sponsorships and other	<u>148,500</u>	<u>79,965</u>	<u>35,633</u>
	<u>532,019</u>	<u>463,484</u>	<u>435,412</u>
EXPENSES			
Administration	92,900	108,567	91,360
Promotion and advertising	337,850	217,398	106,401
Maintenance	61,000	112,593	62,119
Capital (Note 8)	65,000	-	-
Amortization	-	37,931	61,273
Provision for uncollected special charges (Note 4)	<u>(24,731)</u>	<u>5,312</u>	<u>(49)</u>
	<u>532,019</u>	<u>481,801</u>	<u>321,104</u>
SURPLUS (DEFICIT) FOR THE YEAR	-	(18,317)	114,308
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>389,197</u>	<u>389,197</u>	<u>274,889</u>
ACCUMULATED SURPLUS, END OF YEAR	<u>389,197</u>	<u>370,880</u>	<u>389,197</u>

THE BOARD OF MANAGEMENT FOR THE
LITTLE ITALY BUSINESS IMPROVEMENT AREA
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2021

	2021	2020
	\$	\$
Surplus (deficit) for the year	(18,317)	114,308
Acquisition of tangible capital assets	17,740	(38,207)
Amortization of tangible capital assets	37,931	61,273
	1,874	137,374
Balance - Beginning of year	356,150	218,776
Balance - End of year	<u>358,024</u>	<u>356,150</u>

THE BOARD OF MANAGEMENT FOR THE
 LITTLE ITALY BUSINESS IMPROVEMENT AREA
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2021

	2021 \$	2020 \$
Cash flows from operating activities		
Surplus (deficit) for the year	(18,317)	114,308
Non-cash changes to operations		
Add: Non-cash item Amortization of capital assets	37,931	61,273
Increase (decrease) resulting from changes in		
Accounts receivable - City of Toronto	30,038	(27,170)
Accounts receivable - other	13,362	(25,917)
Accounts payable - City of Toronto	-	(6,102)
Accounts payable - other	(3,347)	(5,628)
Cash Provided By Operations	59,687	110,764
Investing activities		
Purchase of tangible capital assets	(17,740)	(38,207)
(Increase) decrease in short-term investments	58,398	(130,285)
Cash, Beginning Of Year	(584)	57,144
Cash (bank overdraft), End Of Year	99,761	(584)

THE BOARD OF MANAGEMENT FOR THE
LITTLE ITALY BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

1. ESTABLISHMENT AND OPERATIONS

The Little Italy 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 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, as amended.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements are the representation of management and have been prepared in accordance with generally accepted accounting principles 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 special charges from its members which are levied and 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 & Christmas lights	5 years
Streetscape	5 years
Flags & Banners	3 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
LITTLE ITALY BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS, CONT'D
FOR THE YEAR ENDED DECEMBER 31, 2021

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 cashable guaranteed investment certificates with the Scotiabank. These investments bear interest at the rate of ranging from 0.2% to 0.5% per annum and will be maturing in 2022.

4. CITY OF TORONTO – SPECIAL CHARGES

Special charges levied by the City are collected 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:

	2021	2020
	\$	\$
Total special charges outstanding	34,527	78,465
Less: allowance for uncollected special charges	<u>(8,500)</u>	<u>(22,400)</u>
Special charges receivable	<u>26,027</u>	<u>56,065</u>

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

	2021	2020
	\$	\$
Special charges written-off	19,212	9,451
Change in allowance for uncollected special charges	<u>(13,900)</u>	<u>(9,500)</u>
	<u>5,312</u>	<u>(49)</u>

THE BOARD OF MANAGEMENT FOR THE
 LITTLE ITALY BUSINESS IMPROVEMENT AREA
 NOTES TO THE FINANCIAL STATEMENTS, CONT'D
 FOR THE YEAR ENDED DECEMBER 31, 2021

5. TANGIBLE CAPITAL ASSETS

	2021		
	Lights	Banners	Total
Cost			
Beginning	368,457	7,445	375,902
Additions	7,725	10,015	17,740
Disposals	-	-	-
Ending	376,182	17,460	393,642
Accumulated Amortization			
Beginning	337,891	4,964	342,855
Amortization	32,111	5,820	37,931
Disposals	-	-	-
Ending	370,002	10,784	380,786
Net Book Value	6,180	6,676	12,856
	2020		
	Lights	Banners	Total
Cost			
Beginning	330,250	7,445	337,695
Additions	38,207	-	38,207
Disposals	-	-	-
Ending	368,457	7,445	375,902
Accumulated Amortization			
Beginning	279,100	2,482	281,582
Amortization	58,791	2,482	61,273
Disposals	-	-	-
Ending	337,891	4,964	342,855
Net Book Value	30,566	2,481	33,047

THE BOARD OF MANAGEMENT FOR THE
LITTLE ITALY BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS, CONT'D
FOR THE YEAR ENDED DECEMBER 31, 2021

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 operating 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.

Due to monies from the RIOCAN Project, the City has set aside the \$29,000 for the LIBIA. On the next Capital project the LIBIA undertakes this \$29,000 will be applied before the cost share will be charged.

9. BUDGET

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