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**TO:** GENERAL COMMITTEE

**SUBJECT:** 2023 DOWNTOWN BARRIE BUSINESS ASSOCIATION LEVY

**WARD:** 2

**PREPARED BY AND KEY CONTACT:** K. JYLHA, MANAGER OF TAXATION AND REVENUE  
M. MIFSUD, MANAGER OF ACCOUNTING AND FINANCIAL REPORTING

**SUBMITTED BY:** C. SMITH, SENIOR MANAGER, ACCOUNTING AND REVENUE

**GENERAL MANAGER APPROVAL:** C. MILLAR, CHIEF FINANCIAL OFFICER AND TREASURER

**CHIEF ADMINISTRATIVE OFFICER APPROVAL:** M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

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**RECOMMENDED MOTION**

1. That the City of Barrie (City) establish a special charge of 0.391222% for 2023 to levy an amount of \$684,387 upon commercial and industrial properties in the Downtown Improvement Area.
2. That the Downtown Barrie Business Improvement Area (BIA) 2023 Operating and Capital budgets be approved, as presented in Staff Report FIN004-23.
3. That for the 2024 budget and beyond, the BIA provide a full budget to the City that includes all expected revenues and expenses for the year.
4. That the City Clerk be authorized to prepare the appropriate by-law authorizing this 2023 special charge rate and levy requirement.

**PURPOSE & BACKGROUND**

5. Under Section 205(2) of the *Municipal Act, 2001*, the Downtown Barrie Business Association (BIA) Board of Management shall submit the annual budget to Council by the date and in the form required by the municipality and is required to seek Council approval of the budget in order that a levy for funds to cover their annual operating and capital costs can be made. Council may approve the budget submission in whole or in part, but may not add expenditures to it.
6. As per Section 205(3)(b) of the *Municipal Act, 2001*, the BIA shall not
  - a) spend any money unless it is included in the budget approved by the municipality or in a reserve fund;
  - b) incur any indebtedness extending beyond the current year without the prior approval of the municipality; or
  - c) borrow money.
7. As per Motion 22-G-109 arising from Staff Report CCS004-22, a by-law concerning the BIA governance was approved. Paragraph 41 of the by-law states that the BIA annual budget shall be

approved by the Board and provided to Finance Services staff in the required format no later than the third Friday in January each year. The 2023 budget process was delayed due to the onboarding of a new Board of Directors.

### ANALYSIS

8. The BIA levy is a special charge upon taxable commercial and industrial properties in the “Downtown” area of Barrie as defined by previous by-laws.
9. The 2023 BIA budget’s proposed expenditures and use of funds attached as Appendix “A” to Staff Report FIN004-23 are summarized as follows:

Operations	\$42,682
Payroll & Professional Development	\$232,800
Professional Fees	\$14,000
Beautification & Cleanliness	\$66,000
Safety & Messaging	\$7,500
Open Air Dunlop	\$82,205
Events	\$52,750
Marketing & Communication	\$81,450
Capital Commitments	<u>\$105,000</u>
Net Levy Required	<u>\$684,387</u>

10. In 2022 the net levy requirement was \$684,387 attached as Appendix “A” to Staff Report FIN004-23.
11. The total taxable assessment for 2023 for the BIA is \$174,935,900.
12. The proposed special charge for 2023 is 0.391222% compared to the 2022 special charge of 0.389554%.
13. The BIA Board of Management has passed a motion to approve the 2023 budget attached as Appendix “B” to Staff Report FIN004-23. In order to have the City’s final tax bills issued in June and meet legislated timelines, Council will need to approve the BIA budget by Wednesday, May 17th.

### Budgeting for Other Revenues and Expenses

14. As can be seen in Appendix “A” attached to Staff Report FIN004-23, as in prior years, the BIA Board has approved and provided the Budget for the BIA levy and related expenses. However, the BIA Board has not provided a budget for other revenues such as Grant Revenues, Special Event Revenues, Donations, and related expenses. Going forward, it is recommended the BIA Board provide a complete budget for all forms of expected revenues and expenses to ensure compliance with section 205 of the Municipal Act and to help Council make informed decisions.

### BIA Capital Commitments

15. The BIA, through their Contribution agreement with the City, committed to funding \$3,351,775 for the construction of the Meridian Place project. As of December 31, 2022, the BIA has fundraised \$1,550,522 of the project and intends to fundraise an additional \$288,307 over a 3-year period.
16. The remaining portion of the Meridian Place project commitment, along with any fundraising shortfall remaining at the end of 2031, is to be paid over a twenty-year period which began in 2022. As per the agreement with the City, the BIA has included a payment in the amount of \$75,647 in their budget for 2023.

17. The BIA, through their Contribution agreement with the City, also committed to funding \$300,000 of the Dunlop Streetscape project with payments over a twenty-year period, which began in 2022. The BIA has included a payment in the amount of \$15,000 in their budget for 2023.
18. In addition to Meridian Place and Dunlop Streetscaping, the BIA has included in their budget, a \$5,000 contribution to the Sandbox Centre and \$9,353 labelled as other commitments for a total budget request of \$105,000.

#### Financial Statements

19. The audited financial statements for the BIA for the year ended December 31, 2021, are dated April 19, 2022 attached as Appendix “C” to Staff Report FIN004-23. Audited financial statements for the 2022 fiscal year have not yet been finalized.

#### **ENVIRONMENTAL AND CLIMATE CHANGE MATTERS**

20. There are no environmental or climate change matters related to the recommendation.

#### **ALTERNATIVES**

21. There are two alternatives available for consideration by General Committee:

##### **Alternative #1**

General Committee could choose to approve only a portion of the budget to be included in the levy.

This alternative is not recommended as the budget submitted reflects the needs identified by the BIA for the Downtown Improvement Area.

##### **Alternative #2**

General Committee could choose not to approve the budget.

This alternative is not recommended as budget approval is required in order to apply the BIA levy on the final tax bills being mailed out in early June. A decision to delay budget approval could result in the City not meeting legislative billing timeline requirements.

#### **FINANCIAL**

22. There are no direct financial implications to the City related to the levy request as it is only applicable to those commercial and industrial properties within the designated improvement area boundaries.

#### **LINKAGE TO 2023-2026 STRATEGIC PLAN**

23. This is an operational matter that is not specifically related to the goals identified in the 2023-2026 Strategic Plan.



**Downtown Barrie Business Improvement Association  
2023 Budget  
January - December**

	Budget 2023	Budget 2022	Actual 2022 (See Note 1)
<b>Income</b>			
<b>BIA LEVY</b>			
800000-5201 Tax Levy	684,387	684,387	667,560
800050-5201 Charity Rebates	-	-	(5,879)
800070-5200 Grant Income	-	-	65,509
810510-5221 Special Events Revenues	-	-	129,654
810821-5221 Sales (Sundry)	-	-	7,704
854100-5221 Donations - General	-	-	104,634
854200-5219 Donations - Capital - Meridian Place	-	-	106,352
<b>Total BIA LEVY</b>	<b>684,387</b>	<b>684,387</b>	<b>1,075,534</b>
<b>Total Income</b>	<b>684,387</b>	<b>684,387</b>	<b>1,075,534</b>
<b>Expenses</b>			
<b>ADMINISTRATION</b>			
<b>OPERATIONS</b>			
500310-5200 Bank Fees and Interest	-	-	1,071
500320-5200 Stripe Fee	-	-	366
500400-5200 Office Supplies & General	2,000	1,000	5,435
500800-5200 Meetings & Development	1,000	3,000	2,516
620200-5200 Membership & Subscriptions	1,500	3,050	3,784
661800-5200 Telephone Services - Utilities	2,500	1,000	3,721
675100-5200 R&M - Building	-	-	1,696
677300-5200 R&M - Software	3,600	6,450	3,266
700000-5200 Equipment Rental	2,200	1,500	1,066
700100-5200 Property Rental	18,882	28,000	20,282
720800-5200 Insurance Premium	11,000	17,500	9,445
<b>Total OPERATIONS</b>	<b>42,682</b>	<b>61,500</b>	<b>52,648</b>
<b>PAYROLL &amp; PROFESSIONAL DEVELOPMENT</b>	<b>Budget 2023</b>	<b>Budget 2022</b>	<b>Actual 2022 (See Note 1)</b>



620000-5200 Staff Training & Development	5,000	6,500	2,290
661175-5200 Fundraising	6,800	6,800	6,154
<b>WAGES &amp; EXPENSES</b>			
400000-5200 Wages Incl Summer Students	198,000	166,000	179,736
400001-5200 Payroll Taxes - CPP & EI Exp Only	13,000	7,290	-
400003-5200 Full Time Benefits	6,500	7,000	5,346
400006-5200 WSIB Expense	3,500	950	488
<b>Total WAGES &amp; EXPENSES</b>	<b>221,000</b>	<b>181,240</b>	<b>185,570</b>
<b>Total PAYROLL &amp; PROFESSIONAL DEV</b>	<b>232,800</b>	<b>194,540</b>	<b>194,014</b>
<b>PROFESSIONAL FEES</b>			
640001-5200 Audit Expense	6,000	5,000	7,995
640002-5200 Accounting & Bookkeeping	8,000	6,500	13,740
640003-5200 Legal Expense	-	3,000	19,264
640005-5200 HR Consulting	-	10,000	7,424
<b>Total PROFESSIONAL FEES</b>	<b>14,000</b>	<b>24,500</b>	<b>48,423</b>
<b>Total ADMINISTRATION</b>	<b>289,482</b>	<b>280,540</b>	<b>295,085</b>
<b>BEAUTIFICATION &amp; CLEANLINESS</b>			
<b>MARKETING/BEAUTIFICATION BUDGET</b>			
661151-5202 Lights	15,000	3,000	-
661152-5202 Flowers, Flags & Decorations	15,000	24,000	92,847
661154-5202 Manual Clean Up	11,000	1,500	14,572
661156-5202 Murals & Public Art	25,000	40,000	-
<b>Total MARKETING/BEAUTIFICATION BUDGET</b>	<b>66,000</b>	<b>68,500</b>	<b>107,419</b>
<b>SAFETY &amp; MESSAGING BUDGET</b>			
661157-5202 Cameras	-	5,000	-
661158-5202 Safety Initiatives	-	26,000	-
661159-5202 Streetscape & Alleyway Enhancements	7,500	9,500	-
<b>Total SAFETY &amp; MESSAGING BUDGET</b>	<b>7,500</b>	<b>40,500</b>	<b>-</b>
<b>Total BEAUTIFICATION &amp; CLEANLINESS</b>	<b>73,500</b>	<b>109,000</b>	<b>107,419</b>
	<b>Budget 2023</b>	<b>Budget 2022</b>	<b>Actual 2022 (See Note 1)</b>



**COVID-19 RELATED ACTIVITY**

730512-5221 Open Air Dunlop incl Security 82,205 118,600 242,192

**Total COVID-19 RELATED ACTIVITY** **82,205** **118,600** **242,192**

**CULTURE AND HERITAGE EVENTS**

**CAPITAL EXPENDITURES BUDGET**

661186-5215 Sandbox Cultural & Heritage Event - 11,000 10,158

**Total CAPITAL EXPENDITURES BUDGET** **-** **11,000** **10,158**

**EVENTS BUDGET**

661112-5215 Events Expenses 52,750 26,600 170,077

**Total EVENTS BUDGET** **52,750** **26,600** **170,077**

**Total CULTURE AND HERITAGE EVENTS** **52,750** **37,600** **180,235**

**MARKETING & COMMUNICATION**

**MARKETING & PROMO BUDGET**

661100-5215 Advertising incl Merchandise - - 13,642

661101-5204 Marketing/Communications 18,100 17,000 13,773

661102-5204 Generic Marketing Incl Radio Exp 3,850 20,000 17,492

661105-5204 Printing - 1,000 1,699

661108-5204 Website/Social Media 49,000 6,000 6,090

661110-5204 Sponsorships 10,500 4,000 -

661115-5204 Rebranding - - (4,481)

661185-5208 Event Sponsoring - - 7,500

730511-5215 Contest Expense 525

**Total MARKETING & PROMO BUDGET** **81,450** **48,000** **56,240**

**Total MARKETING & COMMUNICATION** **81,450** **48,000** **56,240**

**Total Expenses** **579,387** **593,740** **881,171**

**Net Operating Income** **105,000** **90,647** **194,363**



**Other Expenses**

**CAPITAL COMMITMENTS**

	<b>Budget 2023</b>	<b>Budget 2022</b>	<b>Actual 2022 (See Note 1)</b>
740500-5219 Ext. Tsf - Operating	105,000	90,647	178,852
<b>Total CAPITAL COMMITMENTS</b>	<b>105,000</b>	<b>90,647</b>	<b>178,852</b>
<b>Total Other Expenses</b>	<b>105,000</b>	<b>90,647</b>	<b>178,852</b>
<b>Net Income</b>	<b>-</b>	<b>-</b>	<b>15,511</b>

Note 1 - The 2022 audited financial statements are currently being finalized, however, no changes are expected to the actual amounts included above.

**Downtown Barrie Business Improvement Area (BIA) Board of Management**

**Motion to Approve Budget**

**2023 February BIA Board Meeting – Thursday February 23<sup>rd</sup>, 2023**

**Main Motion:**

The Downtown Barrie BIA Board of Management moves a motion to re-adjust and approve the 2023 BIA Budget to the 2022 BIA Budget of \$684,387.

**Motion moved by:** Director Chris Gerrard **Seconded by:** Director Steve Ricalis

Vote: All in favour      **Carried**





**Downtown Barrie BIA Audited Financial Statements**  
**Year Ended December 31, 2021**

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Financial statements of  
The Corporation of the City of  
Barrie – Downtown Barrie Business  
Improvement Area

December 31, 2021

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## Independent Auditor's Report

To the Board of Directors of  
The Corporation of the City of Barrie – Downtown Barrie Business Improvement Area

### Qualified Opinion

We have audited the financial statements of The Corporation of the City of Barrie – Downtown Barrie Business Improvement Area (the "Organization") which comprise the statement of financial position as at December 31, 2021, and the statements of operations, change in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies (collectively referred to as the "financial statements").

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2021 and the result of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards ("PSAS").

### Basis for Qualified Opinion

In common with similar organizations, the Organization derives revenue from fundraising activities and events, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Organization and we were not able to determine whether any adjustments might be necessary to fundraising and other revenue, annual surplus and cash flows from operations for the years ended December 31, 2021 and 2020, net financial assets and accumulated surplus as at January 1 and December 31, for both the 2021 and 2020 years. Our audit opinion on the financial statements for the year ended December 31, 2020 was modified accordingly, because of the possible effects of this scope limitation.

We conducted our audit in accordance with Canadian generally accepted auditing standards ("Canadian GAAS"). 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 Organization 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 qualified audit 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 PSAS, 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 Organization'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 Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization'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 GAAS 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 GAAS, 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 Organization'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 Organization'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 Organization 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.

*Deloitte LLP*

Chartered Professional Accountants  
Licensed Public Accountants  
April 19, 2022

**The Corporation of the City of Barrie –  
Downtown Barrie Business Improvement Area**  
**Statement of operations**  
Year ended December 31, 2021

		Budget 2021	2021	2020
	Notes	\$	\$	\$
		(Note 7)		
<b>Revenue</b>				
Business improvement area levy		561,077	602,122	513,606
Fundraising and other revenue		—	227,316	313,530
Government grants	2	—	225,657	13,658
		<b>561,077</b>	<b>1,055,095</b>	<b>840,794</b>
<b>Expenses</b>				
Administration	6	272,029	317,552	278,698
Marketing and communication		65,000	89,157	49,342
Culture and heritage events		80,000	89,922	75,246
Self-funded culture and heritage events	2	—	—	8,777
Beautification and cleanliness		68,000	70,487	47,707
Covid-19 expenses		50,000	77,144	89,390
Memorial square and other	2	19,892	206,950	280,682
Contribution to The Corporation of the City of Barrie	2	5,000	5,000	5,000
Amortization		1,156	1,156	648
		<b>561,077</b>	<b>857,368</b>	<b>835,490</b>
Annual surplus		—	197,727	5,304
Accumulated surplus, beginning of year		111,733	111,733	106,429
<b>Accumulated surplus, end of year</b>		<b>111,733</b>	<b>309,460</b>	<b>111,733</b>

The accompanying notes are an integral part of the financial statements.

**The Corporation of the City of Barrie –  
Downtown Barrie Business Improvement Area**  
**Statement of change in net financial assets**  
Year ended December 31, 2021

	Budget 2021 \$	2021 \$	2020 \$
	(Note 7)		
<b>Annual surplus</b>	—	197,727	5,304
Acquisition of tangible capital assets	—	(2,143)	(1,526)
Amortization of tangible capital assets	1,156	1,156	648
	1,156	196,740	4,426
Decrease in prepaid expenses	—	404	767
Net financial assets, beginning of year	106,226	106,226	101,033
<b>Net financial assets, end of year</b>	<b>107,382</b>	<b>303,370</b>	<b>106,226</b>

The accompanying notes are an integral part of the financial statements.

**The Corporation of the City of Barrie –  
Downtown Barrie Business Improvement Area**  
Statement of financial position  
As at December 31, 2021

	Notes	2021 \$	2020 \$
<b>Financial assets</b>			
Cash		107,484	207,311
Inventories for resale		22,482	24,332
Accounts receivable		260,341	59,541
HST receivable		55,231	19,533
		<b>445,538</b>	<b>310,717</b>
<b>Liabilities</b>			
Accounts payable and accrued liabilities		46,404	62,949
Due to The Corporation of the City of Barrie	2	95,764	141,542
		<b>142,168</b>	<b>204,491</b>
Net financial assets		<b>303,370</b>	106,226
<b>Non-financial assets</b>			
Prepaid expenses		2,930	3,334
Tangible capital assets	3	3,160	2,173
<b>Accumulated surplus</b>	4	<b>309,460</b>	<b>111,733</b>

The accompanying notes are an integral part of the financial statements.

Approved on behalf of the Board of Directors

\_\_\_\_\_, Director

\_\_\_\_\_, Director



**The Corporation of the City of Barrie –  
Downtown Barrie Business Improvement Area  
Statement of cash flows**  
Year ended December 31, 2021

	2021 \$	2020 \$
<b>Operating activities</b>		
Annual surplus	197,727	5,304
Item not involving cash		
Amortization	1,156	648
Change in non-cash operating balances		
Inventories for resale	1,850	3,063
Accounts receivable	(200,800)	(20,979)
Due from The Corporation of the City of Barrie	(45,778)	225,593
Accounts payable and accrued liabilities	(16,545)	16,834
HST receivable, net	(35,698)	(22,693)
Prepaid expenses	404	767
	<u>(97,684)</u>	<u>208,537</u>
<b>Investing activity</b>		
Acquisition of tangible capital assets	(2,143)	(1,526)
Net change in cash	(99,827)	207,011
Cash, beginning of year	207,311	300
<b>Cash, end of year</b>	<u>107,484</u>	<u>207,311</u>

The accompanying notes are an integral part of the financial statements.

**The Corporation of the City of Barrie –  
Downtown Barrie Business Improvement Area**  
Notes to the financial statements  
December 31, 2021

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**1. Summary of significant accounting policies**

*Management's responsibility for the financial statements*

The financial statements of The Corporation of the City of Barrie – Downtown Barrie Business Improvement Area (the "Organization") are the responsibility of management. They have been prepared in accordance with Canadian public sector accounting standards. The Organization is an unincorporated entity formed to improve the Barrie Downtown Business Core by attracting more business and maintaining the general upkeep of the downtown area.

*Accrual basis of accounting*

Revenues and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues in the period in which the transactions or events occurred that give rise to the revenue; expenses are recognized in the period the goods or services are acquired and a legal liability is incurred.

*Inventories for resale*

The Organization's inventory consists of holiday ornaments that are sold for fundraising. Inventories are stated at the lower of cost and net realizable value. Cost is determined on a specific identification basis.

*Revenue recognition*

Revenues are recognized as follows:

The business improvement area levy is based on a special downtown business levy that is recognized in the calendar year to which the tax assessment applies and at the time the assessment is known.

Fundraising and other revenues are recognized when cash is collected.

Government grants are recognized in the period in which the transfer is authorized and any eligibility criteria are met unless restricted through stipulations that required specific actions to be carried out in order to keep the transfer. For such transfers, revenue is recognized as the stipulation has been met.

*Tangible capital assets*

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including, but not limited to: transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue.

Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing in the year following that in which the tangible capital asset is available for productive use as follows:

Computer equipment	Straight-line	3 years
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**The Corporation of the City of Barrie –  
Downtown Barrie Business Improvement Area**  
**Notes to the financial statements**  
December 31, 2021

**1. Summary of significant accounting policies (continued)**

*Use of estimates*

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions. These estimates and assumptions 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. The principal estimates in the preparation of the financial statements are contingent assets and liabilities, the valuation of inventories for resale, the estimated useful life of tangible capital assets and the estimation of certain accrued liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future.

**2. Due to The Corporation of the City of Barrie**

At the end of the year, the amounts due to The Corporation of the City of Barrie are as follows:

	2021	2020
	\$	\$
Due to The Corporation of the City of Barrie	(95,764)	(141,542)

This balance is interest-free, unsecured, and payable on demand.

During 2021, the Organization recognized a \$65,000 (\$10,000 in 2020) grant from The Corporation of the City of Barrie related to the pedestrianization of Dunlop Street costs.

The Organization is committed to fund various capital projects as outlined in Note 5. The amounts paid to The Corporation of the City of Barrie during the year are presented below by expense categories from the Statement of operations.

	2021	2020
	\$	\$
Memorial square	185,808	264,400
Contribution to The Corporation of the City of Barrie for the Downtown Barrie Camera Project (Note 5)	5,000	5,000
	<b>190,808</b>	<b>269,400</b>

**The Corporation of the City of Barrie –  
Downtown Barrie Business Improvement Area**  
Notes to the financial statements  
December 31, 2021

**3. Tangible capital assets**

	Cost \$	Accumulated amortization \$	2021 Net book value \$	2020 Net book value \$
Computer equipment	5,612	2,452	3,160	2,173

Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing in the year following that in which the tangible capital asset is available for productive use.

**4. Accumulated surplus**

The Organization segregates its accumulated surplus into the following categories:

	2021 \$	2020 \$
Invested in tangible capital assets	3,160	2,173
Unallocated accumulated surplus	306,300	109,560
	<b>309,460</b>	<b>111,733</b>

**5. Commitments**

*a) Downtown Barrie Camera Project*

In 2013, the Organization approved a commitment to The Corporation of the City of Barrie for the Downtown Barrie Camera Project to a maximum of \$50,000, ending December 31, 2022. This project was started and completed during 2013. As of December 31, 2021 \$45,000 (2020 - \$40,000) was paid; outstanding commitments are \$5,000 (2020 - \$10,000).

*b) Dunlop Streetscape*

In 2019, the Organization committed to funding \$300,000 of the construction of the Dunlop Streetscape project. As of December 31, 2021, the BIA has funded \$nil (\$nil as at December 31, 2020) of the project. Minimum annual contribution payments of \$15,000 to The Corporation of the City of Barrie are required beginning in 2022 and ending in 2041, unless the commitment is paid off earlier. Contribution payments are interest free.

*c) Operating leases*

The Organization has an operating lease for its premises which expires April 30, 2022. The base rate is \$10,179 per annum and will increase based on an inflation index starting in year 2019. The Organization is also subject to monthly property tax charges, operating cost charges and other expenses under the lease agreement.

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**5. Commitments (continued)**

*c) Operating leases (continued)*

Subsequent to year end, the Organization entered into a new operating lease for its premises which commences on May 1, 2022 and expires on April 30, 2025. The base rate is \$12,528 for the first year, \$12,920 for the second year and \$13,389 for the third year. There is an option to renew for up to five years. The Organization is also subject to monthly property tax charges, operating cost charges and other expenses under the lease agreement.

*d) Memorial Square/Meridian Place Project*

The Organization is committed to funding \$3,351,775 for the construction of the Memorial Square/Meridian Place Project. As of December 31, 2021, the BIA has funded \$1,391,670 (2020 - \$1,205,862) of the project; outstanding commitments are \$1,960,105 (2020 - \$2,145,913). The Organization intends to fundraise an additional \$447,159 (2020 - \$632,967) over a 4-year period. Minimum annual contribution payments of \$75,647 to The Corporation of the City of Barrie are required beginning in 2022 and ending in 2041, unless the commitment is paid off earlier. Contribution payments are interest free.

The Organization's minimum annual committed payments towards these commitments are as follows:

	\$
2022	118,740
2023	116,089
2024	116,533
2025	99,328
2026	90,647
Thereafter	<u>1,806,854</u>
	<u>2,348,191</u>

**6. Expenses by object**

	2021 \$	2020 \$
Salaries, wages and employee benefits	207,514	189,376
Materials	9,142	18,568
Contracted services	417,722	324,549
Rents and financial expenses	31,026	32,949
Contributions to the Corporation of the City of Barrie	190,808	269,400
Amortization	1,156	648
	<u>857,368</u>	<u>835,490</u>

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**The Corporation of the City of Barrie –  
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**7. Budget**

The budget adopted by the Organization on December 8, 2020 and adopted by the City of Barrie on May 25, 2021 was not prepared on a basis consistent with that used to report actual results (Canadian public sector accounting standards). The budget was prepared on a modified accrual basis while Canadian public sector accounting standards requires a full accrual basis. The budget expensed all tangible capital expenditures on acquisition rather than annually including amortization expense. For presentation purposes the amounts budgeted for capital expenditures are shown on the statement of change in net financial assets and actual amortization for the year added to the budget in the statement of operations.

**8. Significant event**

On March 11, 2020, the World Health Organization characterized the outbreak of a strain of the novel coronavirus ("COVID-19") as a pandemic which has resulted in a series of public health and emergency measures that have been put in place to combat the spread of the virus. The duration and impact of COVID-19 is unknown at this time and it is not possible to reliably estimate the impact that the length and severity of these developments will have on the financial results and condition of the Organization in future periods.