

**FINANCIAL STATEMENTS**  
**For**  
**HERITAGE TORONTO**  
**For the year ended**  
**DECEMBER 31, 2018**

## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of

### **HERITAGE TORONTO**

#### *Qualified Opinion*

We have audited the accompanying financial statements of Heritage Toronto (the Organization), which comprise the statement of financial position as at December 31, 2018, and the statement of operations and changes in fund balances - unrestricted fund, statement of operations and changes in fund balances - internally restricted funds, statement of operations and changes in fund balances - externally restricted funds, and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2018 and results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

#### *Basis for Qualified Opinion*

In common with many not-for-profit organizations, the Organization derives revenue from fundraising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of this revenue 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 revenue, net revenue over expenses and cash flows from operations for the years ended December 31, 2018 and 2017, current assets as at December 31, 2018 and 2017, and unrestricted net assets as at January 1 and December 31, 2017 and 2018. Our audit opinion on the financial statements for the year ended December 31, 2017 was modified accordingly because of the possible effects of this limitation in scope.

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 Organization 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 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 Canadian public sector accounting standards for government not-for-profit organizations, 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 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 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.





Chartered Professional Accountants  
Licensed Public Accountants

Toronto, Ontario  
June 12, 2019.

**HERITAGE TORONTO**  
**STATEMENT OF FINANCIAL POSITION**  
**DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
<b><u>ASSETS</u></b>		
<b>CURRENT ASSETS</b>		
Cash	\$ 611,155	\$ 481,921
Investments (note 3)	124,829	121,763
Accounts receivable	79,455	76,223
Prepaid expenses	<u>11,401</u>	<u>4,144</u>
	826,840	684,051
<b>AGENCY TRUST FUNDS (note 4)</b>	<u>50,583</u>	<u>48,275</u>
	<u>\$ 877,423</u>	<u>\$ 732,326</u>
<b><u>LIABILITIES AND FUND BALANCES</u></b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 51,301	\$ 67,288
Deferred revenue	133,389	169,851
Deferred contributions (note 5)	<u>89,010</u>	<u>30,367</u>
	273,700	267,506
<b>AGENCY TRUST FUNDS (note 4)</b>	<u>50,583</u>	<u>48,275</u>
	<u>324,283</u>	<u>315,781</u>
<b>FUND BALANCES (note 6)</b>		
Unrestricted fund	-	52,380
Internally restricted funds - Board designated	517,044	328,069
Externally restricted funds	<u>36,096</u>	<u>36,096</u>
	553,140	416,545
	<u>\$ 877,423</u>	<u>\$ 732,326</u>

Approved by the Board:

  
 ..... Director  
  
 ..... Director

(See accompanying notes)

**HERITAGE TORONTO**  
**STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE - UNRESTRICTED FUND**  
**YEAR ENDED DECEMBER 31, 2018**

	<u>Administration</u>	<u>Programs</u>	<u>Total 2018</u>	<u>Total 2017</u>
<b>Revenue</b>				
Grants				
City of Toronto (note 5)	\$ 422,945	\$ 101,499	\$ 524,444	\$ 298,410
Other (note 5)	-	73,924	73,924	-
Plaque revenue	-	163,815	163,815	158,966
Sponsorships	-	194,311	194,311	245,362
Donations	-	65,943	65,943	78,960
Event revenue	-	57,034	57,034	43,587
Memberships	-	23,540	23,540	18,840
Other income	-	11,858	11,858	10,198
	<u>422,945</u>	<u>691,924</u>	<u>1,114,869</u>	<u>854,323</u>
<b>Expenses</b>				
Salaries and benefits (note 7)	120,246	453,878	574,124	542,319
Program expenses	-	216,165	216,165	178,938
Administration	128,758	-	128,758	67,642
Communication	-	86,813	86,813	13,757
	<u>249,004</u>	<u>756,856</u>	<u>1,005,860</u>	<u>802,656</u>
<b>Excess of revenue over expenses (expenses over revenue)</b>	<u>\$ 173,941</u>	<u>\$ (64,932)</u>	109,009	51,667
<b>Fund balance, beginning of year</b>			52,380	(7,369)
Transfer (to) from internally restricted funds			<u>(161,389)</u>	<u>8,082</u>
<b>Fund balance, end of year</b>			<u>\$ -</u>	<u>\$ 52,380</u>

(See accompanying notes)

**HERITAGE TORONTO**  
**STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES - INTERNALLY RESTRICTED FUNDS**  
**YEAR ENDED DECEMBER 31, 2018**

	Board Designated						2018 <u>Total</u>	2017 <u>Total</u>
	Built Heritage Awareness Fund	Heritage Education Program Fund	Community Heritage Research & Grant Fund	Heritage Innovation Fund	Plaque Program Fund	Bequests Fund		
<b>Revenue</b>								
Donations	\$ -	\$ -	\$ -	\$ -	\$ 27,586	\$ -	\$ 27,586	\$ 23,481
<b>Expenses</b>								
Program expenses	-	-	-	-	-	-	-	19,242
<b>Excess of revenue over expenses</b>	-	-	-	-	27,586	-	27,586	4,239
<b>Fund balances, beginning of year</b>	21,726	56,490	11,814	9,580	110,292	118,167	328,069	331,912
Transfers (to) from unrestricted fund	-	-	-	161,389	-	-	161,389	(8,082)
<b>Fund balances, end of year</b>	<u>\$ 21,726</u>	<u>\$ 56,490</u>	<u>\$ 11,814</u>	<u>\$ 170,969</u>	<u>\$ 137,878</u>	<u>\$ 118,167</u>	<u>\$ 517,044</u>	<u>\$ 328,069</u>

(See accompanying notes)

**HERITAGE TORONTO**  
**STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES - EXTERNALLY RESTRICTED FUNDS**  
**YEAR ENDED DECEMBER 31, 2018**

	<u>Other Designated Funds</u>	<u>City Museum Activities Fund</u>	<u>Museum Site Preservation Fund</u>	<u>Museum Exhibit Development Fund</u>	<u>2018 Total</u>	<u>2017 Total</u>
<b>Revenue</b>						
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,026
<b>Expenses</b>						
Program expenses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Excess of revenue over expenses</b>	-	-	-	-	-	1,026
<b>Fund balances, beginning of year</b>	<u>7,954</u>	<u>4,293</u>	<u>17,721</u>	<u>6,128</u>	<u>36,096</u>	<u>35,070</u>
<b>Fund balances, end of year</b>	<u>\$ 7,954</u>	<u>\$ 4,293</u>	<u>\$ 17,721</u>	<u>\$ 6,128</u>	<u>\$ 36,096</u>	<u>\$ 36,096</u>

(See accompanying notes)

**HERITAGE TORONTO**  
**STATEMENT OF CASH FLOWS**  
**YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Excess of revenue over expenses		
Unrestricted fund	\$ 109,009	\$ 51,667
Internally restricted funds - Board designated	27,586	4,239
Externally restricted funds	<u>-</u>	<u>1,026</u>
	136,595	56,932
Changes in non-cash working capital components:		
Accounts receivables	(3,232)	(50,470)
Prepaid expenses	(7,257)	(533)
Accounts payable and accrued liabilities	(15,987)	36,739
Deferred revenue	(36,462)	9,002
Deferred contributions	<u>58,643</u>	<u>30,367</u>
	<u>132,300</u>	<u>82,037</u>
 <b>CASH FLOWS USED IN INVESTING ACTIVITIES</b>		
Purchase of investments	(124,829)	(121,763)
Proceeds from sale of investments	<u>121,763</u>	<u>102,080</u>
	<u>(3,066)</u>	<u>(19,683)</u>
 <b>INCREASE IN CASH</b>	 129,234	 62,354
 <b>CASH, BEGINNING OF YEAR</b>	 <u>481,921</u>	 <u>419,567</u>
 <b>CASH, END OF YEAR</b>	 <u>\$ 611,155</u>	 <u>\$ 481,921</u>

(See accompanying notes)



**HERITAGE TORONTO**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**

**1. NATURE OF OPERATIONS**

Heritage Toronto (the "Organization") has a mission to celebrate, interpret and advocate for Toronto's cultural, architectural, archeological and natural heritage. As the recognized voice for heritage in Toronto, the Organization is responsible for the general promotion and directives relating to heritage issues, delivered through its three major programs: neighbourhood walking tours, historical plaques and markers, and the Toronto Heritage Awards.

In addition, the Organization has a stewardship role over donated funds; carries out general duties as related to the City of Toronto's (the "City") history and development; and assists in the management of fundraising drives for the Toronto Museum Board, the Toronto Preservation Board and Museum Management Boards. Except for any funds received from private donors, the Organization may be required to pay any net revenue to the City. Similarly, if the Organization incurs a deficit, the deficit is recoverable from the City. The Organization is a charitable organization and, as such, is permitted to issue receipts for income tax purposes in return for donations and is not subject to income taxes under the Income Tax Act (Canada).

**2. SIGNIFICANT ACCOUNTING POLICIES**

*Basis of accounting*

These financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards for government not-for-profit organizations ("PSA-GNPO") as issued by the Public Sector Accounting Board (PSAB).

*Revenue recognition*

The Organization follows the restricted fund method of accounting for contributions. Contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions not expended are included as revenue under the specified fund for the year. Restricted contributions not expended for which there is not a specified fund are deferred and recognized as revenue in the year in which the related expenses are recognized.

At year-end, certain plaques were work-in-progress and thus related revenue has been deferred until completed.

*Financial instruments*

The Organization initially measures its financial assets and financial liabilities at fair value.

The Organization subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, short-term investments and accounts receivable. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

**HERITAGE TORONTO**  
**NOTES TO THE FINANCIAL STATEMENTS - Cont'd.**  
**YEAR ENDED DECEMBER 31, 2018**

**2. SIGNIFICANT ACCOUNTING POLICIES - Cont'd.**

*Contributed materials and services*

Contributed materials and services are recognized in these financial statements when the amounts are reasonably determinable based on estimated fair market value.

*Employee related costs*

The City of Toronto offers a multi-employer defined benefit pension plan to the Organization's eligible employees. Due to the nature of the plan, the Organization does not have sufficient information to account for the plan as a defined benefit plan; therefore, the Multi-employer defined benefit pension plan is accounted for in the same manner as a defined contribution plan. An expense is recorded in the period which contributions are made.

*Use of estimates*

The preparation of financial statements in conformity with Canadian public sector accounting standards for government not-for-profits requires management to make estimates and assumptions that 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. Management makes accounting estimates when determining the useful life of its capital assets, significant accrued liabilities and the related costs and revenue charged to the statement of operations. Actual results could differ from those estimates, the impact of which would be recorded in future periods.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the year in which the estimates are revised and in any future years affected.

**3. INVESTMENTS**

Investments consist of guaranteed investment certificates that mature between January 29, 2019 and September 7, 2019 with fixed interest rates between 0.40% and 2.05% (2017 - 0.40% and 1.32%).

**4. AGENCY TRUST FUNDS**

The agency trust funds are funds held in trust for other community-based organizations. Heritage Toronto receives donations to these funds and oversees the payment of expenses from the funds on behalf of these organizations. These are Board approved projects that are within the Organization's mandate.

**5. DEFERRED CONTRIBUTIONS**

	<u>2018</u>	<u>2017</u>
Balance, beginning of year	\$ 30,367	\$ -
Add: contributions received	657,011	328,777
Less: recognized as revenue	<u>(598,368)</u>	<u>(298,410)</u>
Balance, end of year	<u>\$ 89,010</u>	<u>\$ 30,367</u>

**HERITAGE TORONTO**  
**NOTES TO THE FINANCIAL STATEMENTS - Cont'd.**  
**YEAR ENDED DECEMBER 31, 2018**

**6. FUND BALANCES**

(a) Internally Restricted Funds - Board Designated

Internally restricted funds reflect the revenue and expenses of those Funds restricted by the Board for specific purposes. Transfers from the Board designated funds require Board approval. The statement of operations and changes in fund balance - internally restricted funds reflects the revenue, expenditures and surplus of the following funds:

(i) Built Heritage Awareness Fund

The Built Heritage Awareness Fund is used to support the understanding of the importance of heritage buildings and landscapes with a focus on improving representation of historic sites, buildings, monuments, objects and municipal documents within the City of Toronto.

(ii) Heritage Education Program Fund

The Heritage Education Program Fund aims to promote and provide education about the City of Toronto's heritage through a number of different programs that provide an opportunity to learn about the heritage and architecture of the City. Programs include guided tours.

(iii) Community Heritage Research & Grant Fund

The Community Heritage Research & Grant Fund is used to hold the annual Heritage Toronto Awards and present Community Heritage Awards to recognize outstanding contributions to the promotion and conservation of the City of Toronto's heritage. The current year's event was held on October 29, 2018.

(iv) Heritage Innovation Fund

The Heritage Innovation Fund supports the research and development of innovative approaches to culture and heritage by focusing on new ideas and methods of delivering information. The Board of Directors approved an interfund transfer to this fund of \$161,389 from the unrestricted fund.

(v) Plaque Program Fund

The Plaque Program Fund commemorates key people, places and events of Toronto's past through official recognition plaques, markers, and commemorative and interpretive panels. The program was established to help foster a better understanding of City of Toronto's heritage. The Plaque Program Fund includes the Plaque Maintenance Fund of \$131,557 (2017 - \$103,971) which consists of transfers of 10% of the gross plaque revenue.

(vi) Bequests Fund

The Organization received a bequest of \$115,000 in 2011 and subsequent donations of \$3,167 in 2016. There is currently no Board decision on the policy for the disbursement of these funds or future bequests received.

(b) Externally Restricted Funds

Externally restricted funds were received from the City of Toronto when the Organization was established in 2000. These funds reflect the revenue and expenses in those funds in partnership with the city museums. The use of these funds is restricted by the City of Toronto and may only be used for purposes specified and approved by the City.

**HERITAGE TORONTO**  
**NOTES TO THE FINANCIAL STATEMENTS - Cont'd.**  
**YEAR ENDED DECEMBER 31, 2018**

**7. EMPLOYEE BENEFITS**

The Organization participates in the Ontario Municipal Employees Retirement System (OMERS) (the "Plan"), which is a multi-employer plan, on behalf of its full time employees. The Plan is a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Employer contributions to this pension plan included in salaries and benefits amounted to \$35,541 (2017 - \$36,903).

The most recent actuarial valuation of the Plan as at December 31, 2018 indicates the Plan is in a deficit position and the Plan's December 31, 2018 financial statements indicate a net deficit of \$2.790 billion (a deficit of \$4.191 billion netted against unrecognized investment returns of \$1.401 billion that will be recognized over the next four years). The Plan's management is monitoring the adequacy of the contributions to ensure that future contributions together with the Plan's assets and future investment earnings will be sufficient to provide for all future benefits. At this time, the Organization's contributions accounted for 0.0018% of the Plan's total employer contributions. Additional contributions, if any, required to address the Organization's proportionate share of the deficit will be expensed during the period incurred.

**8. FINANCIAL INSTRUMENTS**

The Organization is exposed to and manages various financial risks resulting from operations. Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The Organization's main financial risk exposures and its financial risk management policies are as follows:

*Credit risk*

The Organization is exposed to credit risk resulting from the possibility that parties may default on their financial obligations. The Organization's maximum exposure to credit risk represents the sum of the carrying value of its cash, investments, accounts receivable, and agency trust funds. The Organization's cash, investments and agency trust funds are with a Canadian chartered bank and as a result management believes the risk of loss on these items to be remote. Management believes that the Organization's credit risk with respect to accounts receivable is limited. The Organization manages its credit risk by reviewing accounts receivable aging and following up with outstanding amounts.

*Liquidity risk*

Liquidity risk refers to the adverse consequence that the Organization will encounter difficulty in meeting obligations associated with the financial liabilities, which are comprised of accounts payable and accrued liabilities, and agency trust funds. The Organization manages liquidity risk by monitoring its cash flow requirements on a regular basis. The Organization believes its overall liquidity risk to be minimal as the Organization's financial assets are considered to be highly liquid.

*Market risk*

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk, interest rate risk, and other price risk.

**HERITAGE TORONTO**  
**NOTES TO THE FINANCIAL STATEMENTS - Cont'd.**  
**YEAR ENDED DECEMBER 31, 2018**

**8. FINANCIAL INSTRUMENTS - Cont'd.**

*Market risk - Cont'd.*

*i) Currency risk*

Currency risk refers to the risk that the fair value of instruments or future cash flows associated with the instruments will fluctuate relative to the Canadian dollar due to changes in foreign exchange rates. The Organization's financial instruments are all denominated in Canadian dollars and it transacts primarily in Canadian dollars. On occasion, the Organization purchases plaques in foreign currencies. As a result, the Organization is exposed to foreign currency risk on these transactions.

*ii) Interest rate risk*

Interest rate risk refers to the risk that the fair value or cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Organization's cash and investments earn interest at prevailing market rates and the interest rate exposure related to these financial instruments is negligible. As a result, management does not believe the Organization is exposed to significant interest rate risk.

*iii) Other price risk*

Other price risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all similar instruments traded in the market. The Organization is not exposed to significant other price risk.

*Changes in risk*

There have been no significant changes in the Organization's risk exposures from the prior year.

**9. COMPARATIVE FIGURES**

Comparative figures have been reclassified where necessary to conform to the presentation adopted in the current year.