



**SUBJECT: Report recommending approval of the 2019 consolidated financial statements as audited by Deloitte LLP.**

**TO: Audit Committee**

**FROM: Finance Department**

Report Number: F-21-20

Wards Affected: All

File Numbers: 440-01

Date to Committee: September 16, 2020

Date to Council: September 28, 2020

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**Recommendation:**

Approve the 2019 consolidated financial statements for the City of Burlington and the local boards, as audited by Deloitte LLP;

Approve the 2019 financial statements for the trust funds of the City of Burlington as audited by Deloitte LLP; and

Authorize the Chief Financial Officer to publish the statements on the City's website.

**PURPOSE:**

**Vision to Focus Alignment:**

- Deliver customer centric services with a focus on efficiency and technology transformation

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**Background and Discussion:**

We are pleased to submit the audited 2019 Consolidated Financial Statements for the City of Burlington for approval. Copies of the individual financial statements for the Burlington Public Library, Burlington Economic Development Corporation (BEDC), the Burlington Museums Board, Burlington Theatre Board, Burlington Downtown, the

Aldershot BIA and the Trust Funds are attached. A complete bound copy of the final Consolidated Financial Statements will be distributed once approved.

The City's financial statements are prepared in accordance with Canadian public sector accounting standards for local government as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada. The PSAB guidelines serve to assist the public in understanding and having confidence in public sector accounting.

The statements have been audited by our auditors, Deloitte LLP, Chartered Accountants. Representatives from Deloitte LLP are in attendance to express their opinion on whether these statements present fairly the financial position of the City.

It is a requirement that the Audit Committee and Council approve the consolidated financial statements for the City before they are published. This report presents an overview of the financial statements.

**The Statements presented include:**

Consolidated statement of operations

Consolidated statement of changes in net financial assets

Consolidated statement of financial position

Consolidated statement of cash flow

**Consolidated Statement of Financial Position**

The Consolidated Statement of Financial Position presents the financial position of the City as at December 31, 2019. The focus of this statement is to present the assets, liabilities, and accumulated surplus of the City.

Highlights of this statement include;

**Tangible Capital Assets**

Tangible capital assets represent the City's largest asset. The 2019 net book value (NBV) of the City's tangible capital assets is \$872.2 million (2018 – \$850 million). This value represents the historical cost of the tangible capital assets and is presented net of accumulated depreciation.

The following chart details the asset categories and their respective NBVs for 2019 and 2018:

<b>Category</b>	<b>2019 NBV</b> (in millions)	<b>2018 NBV</b> (in millions)	<b>\$ Change</b> (in millions)
Land	170.8	163.6	7.2
Buildings	151.1	146.2	4.9
Vehicles	29.2	25.3	3.9
Machinery & Equipment	15.8	16.3	(0.5)
Land Improvements	62.1	57.4	4.7
Linear	424.2	411.3	12.9
Work in Progress	19.0	29.9	(10.9)
<b>Total</b>	<b>872.2</b>	<b>850.0</b>	<b>22.2</b>

The TCAs net book value represents the resources that the City can use in the future to deliver services or that will be consumed during operations.

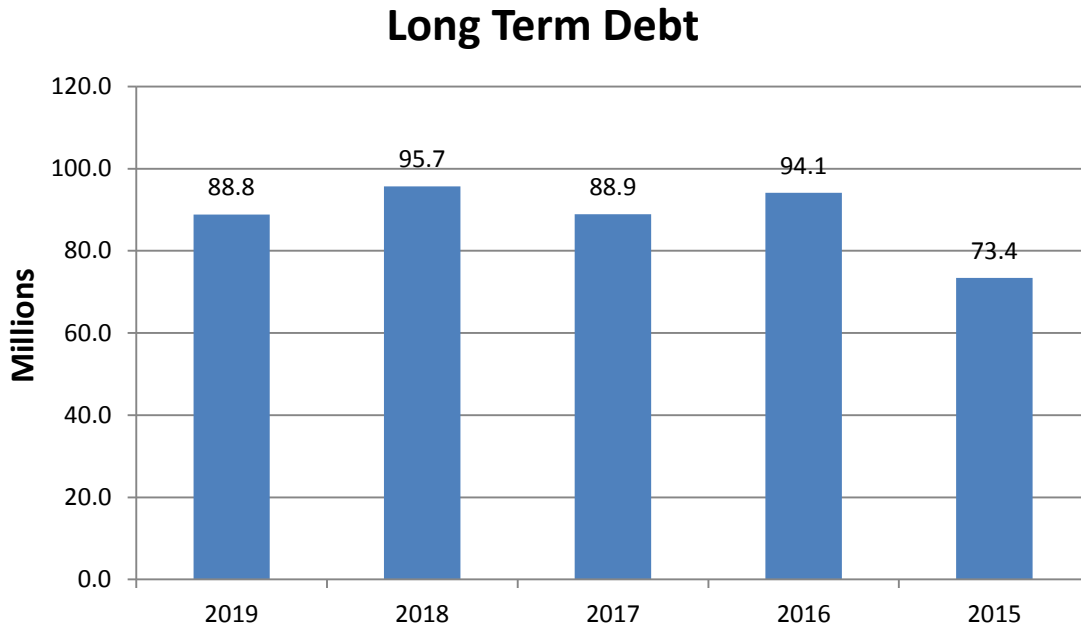
### **Obligatory reserve funds**

Obligatory reserve fund balances are recorded as deferred revenue (liability) on the City's statement of financial position. This differs from the City's policy where allocation of the obligatory reserve funds to their capital projects is completed upon approval of the capital budget. PSAB requires unspent funds be reported under this method as provincial legislation restricts how the funds may be used. As the funds are spent for their intended purposes they are recognized into revenue. The balance for 2019 was (\$70.7 million), 2018 (\$74.1 million).

### **Long-term debt**

Long term debt for 2019 decreased to \$88.8 million from \$95.7 million in the prior year. Principal debt repayments totaled \$14.6 million for 2019.

The following chart presents net long-term debt over the past five years:



### **Accumulated Surplus**

The consolidated statement of financial position results in the accumulated surplus for the City. The City's accumulated surplus for 2019 was \$1.06 billion an increase of \$43.1 million from 2018 \$1.02 billion. The accumulated surplus represents the excess of assets the City has that can be used to provide future services (please refer to Note 10 in the financial statements for a breakdown of this balance).

### **Consolidated Statement of Operations**

The Consolidated Statement of Operations provides a summary of revenues and expenses incurred through the period that are a combination of the current and capital fund revenues and expenses that are not related to the acquisition or disposition of tangible capital assets and the revenues of the discretionary reserve funds.

Annual surplus/(deficit) reported on this statement is the difference between revenues and expenses for the year. Non-cash items such as amortization and contributed assets are also included in this statement.

Of note in the revenue section of the report is the contribution of investment income to the City's total revenue. This includes capital gains of \$2.7 million and investment income attributed to reserve funds.

The breakdown of the City's revenue sources for 2019 and 2018 are detailed in the following table:

Revenue Source	% of 2019 Revenue	% of 2018 Revenue
Taxation	58.5	58.2
User fees	14.6	16.3
Fine, penalties & interest	5.0	5.5
Grants (Federal & Provincial)	5.0	5.1
Developers	4.6	2.2
Other	4.3	3.2
Investments	3.4	4.8
Licenses & permits	2.5	2.7
Hydro dividends	1.7	2.0
Contributed tangible capital assets	0.4	0.0

Developer's revenue increased from 2.2% of total revenues in 2018 to 4.6% of total revenues in 2019. This increase is driven by the usage of development charges on road projects throughout the City.

Expenditures are presented by functional area in the statement. The functional areas are compared to departments as follows:

Functional Area	Department
General Government	Non-Divisional Departments, Corporate Services
Protection to Persons and property	Fire, By-law enforcement, Animal Control
Transportation Services	RPF (excluding storm sewer management), Transportation and Transit
Environmental Services	Storm sewer management
Health Services	Cemetery Operations
Recreation and Cultural Services	Parks and Recreation, Library, Museums, Burlington Theatre Board
Planning and Development	City Building, Downtown BIA, Aldershot BIA

Also added to expenses by functional category are amortization expense and post employment benefit expense. Details by segments are presented in Note 12 of the financial statements.

The breakdown of the City's expenditures by function for 2019 and 2018 are detailed in the following table:

Function	% of 2019 Expenses	% of 2018 Expenses
Transportation services	33.6	30.4
Recreation and cultural services	27.1	25.6
Protection to persons and property	20.5	20.2
General government	13.4	18.0
Planning and development	2.9	2.8
Environmental services	2.3	2.9
Health services	0.1	0.1

General government expenditures decreased from 18% of total expenses in 2018 to 13.4% of total expenses in 2019. This decrease was due to a contribution to the Joseph Brant Hospital expansion project of \$12.5 million in 2018.

Transportation services expenditures increased from 30.4% of total expenses in 2018 to 33.6% of total expenses in 2019. This increase is due to expanded support for Transit operations as well road projects in which the City completed work on behalf of other Municipalities or the Region. Offsetting revenues for these projects would be recognized under 2019 revenues.

### **2019 Annual Surplus**

Overall, the 2019 consolidated statement of operations resulted in a surplus of \$43.1 million.

### **2019 Budget**

Budget figures presented in the consolidated statements are based on the 2019 operating and capital budgets approved by Council. Amounts also include estimated amortization that is reported to Council prior to budget approval. Note 15 in the financial statements reconciles the approved budget figures reported in these consolidated financial statements.

### **Consolidated Statement of Changes in Net Financial Assets**

The statement of change in net financial assets tracks the value the municipality has acquired for total tangible capital assets, \$59.3 million in 2019 and reports on loss on disposal of tangible capital assets, (\$0.2 million) in 2019. Overall, there is a net increase in financial assets of \$20 million recognized in 2019.

### **Consolidated Statement of Cash Flow**

The consolidated statement of cash flow explains how the City financed its activities and met its cash requirements, resulting in a change in cash and cash equivalents over the reporting period. The cash and cash equivalents of the City increased by \$0.8 million in 2019 to bring the total balance to \$58.4 million, details of the increase are outlined below:

Increase to cash:

Cash received by operations	\$69.0
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Decrease to cash:

Cash from investing	(5.9)
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Cash from financing	(4.3)
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Acquisition and disposal of tangible capital assets	(58.0)
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	\$0.8
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### **Notes to the Financial Statements**

The Notes to the Financial Statements provide additional information to explain or supplement the financial statements including disclosure of accounting policies and basis of consolidation. The following summarizes some of the key information contained in the Notes.

i) **Employee Future Benefits (Note 6)**

Disclosed on the Consolidated Statement of Financial Position is the liability for employee future benefits. Note 6 provides detailed explanations for liabilities associated with the following; banked overtime, WSIB, vacation pay, retiree benefits and life, medical and dental benefits.

Municipalities are not currently required to fund these liabilities. However, the City does hold a reserve fund in the amount of \$2.8 million (2018- \$2.6 million) for post

employment benefits, and in the amount of \$6.7 million (2018 - \$5.9 million) for WSIB liability.

ii) **Burlington Enterprises Corporation (Note 11)**

A significant component of the City's accumulated surplus is the investment in Burlington Enterprises Corporation (formerly Burlington Hydro Electric Inc.). Note 11 provides supplementary information on the consolidated statements of Burlington Enterprises Corporation for the year ended December 31, 2019.

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**Financial Matters:**

Not applicable.

**Total Financial Impact**

Not applicable.

**Source of Funding**

Not applicable.

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**Climate Implications**

Not applicable.

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**Conclusion:**

This report presents an overview of the 2019 Consolidated Financial Statements.

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Respectfully submitted,

Michelle Moore

Coordinator of Financial Reporting

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**Appendices:**

- A. Consolidated Financial Statements of the City of Burlington (Draft)
- B. Financial Statements of the Burlington Public Library Board (Final)
- C. Financial Statements of the Museums Board (Draft)
- D. Financial Statements of the Burlington Theatre Board (Final)
- E. Financial Statements of the Burlington Economic Development Corporation (Final)
- F. Financial Statements of Burlington Downtown (Draft)
- G. Financial Statements of Aldershot Village BIA (Draft)
- H. The Trust Funds of the Corporation of the City of Burlington (Draft)

**Report Approval:**

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Council. Final approval is by the City Manager.