



City of Hamilton
GENERAL ISSUES COMMITTEE

Meeting #: 19-001
Date: July 8, 2019
Time: 2:00 p.m.
Location: Council Chambers, Hamilton City Hall
71 Main Street West

Stephanie Paparella, Legislative Coordinator (905) 546-2424 ext. 3993

	Pages
1. APPROVAL OF AGENDA	
(Added Items, if applicable, will be noted with *)	
2. DECLARATIONS OF INTEREST	
3. APPROVAL OF MINUTES OF PREVIOUS MEETING	3
3.1 May 2, 2018	
4. PRESENTATIONS	
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5. DISCUSSION ITEMS	
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5.3 Hamilton Farmers' Market Board Resolution, respecting the Transfer of Year-end Surplus of the Hamilton Farmers' Market Board	65
5.4 Resolution of the Sole Voting Member of the Hamilton Farmers' Market	66
6. MOTIONS	

7. NOTICES OF MOTION

8. ADJOURNMENT



**City of Hamilton
SOLE VOTING MEMBER OF THE
HAMILTON FARMERS' MARKET CORPORATION
MINUTES 18-001**

12:08 p.m.

May 2, 2018

Council Chambers, Hamilton City Hall, 71 Main Street West
Stephanie Paparella, Legislative Coordinator 905 546-2424 x3993

Present: Mayor F. Eisenberger, Deputy Mayor M. Pearson
Councillors D. Skelly, T. Jackson, C. Collins, S. Merulla, J. Farr,
A. Johnson, L. Ferguson, A. VanderBeek, R. Pasuta

**Absent with
Regrets:** Councillor B. Johnson, J. Partridge, M. Green, T. Whitehead – Personal
Councillor D. Conley – Medical

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Hamilton Farmers' Market Board of Directors Resolution (Item 4.1)

(Pearson/Eisenberger)

- (a) That the Hamilton Farmers Market Reserve Policy, attached hereto as Appendix "A", be approved;
- (b) That City staff be authorized and directed to establish a Hamilton Farmers Market Reserve fund (104006);
- (c) That City staff be authorized and directed to fully transfer the 2017 year-end operating budget surplus of the Hamilton Farmers' Market to the Hamilton Farmers Market Reserve fund (104006); and,
- (d) That the Hamilton Farmers' Market Treasurers' Report, be received.

CARRIED

FOR THE INFORMATION OF THE SOLE VOTING MEMBER:

(a) APPROVAL OF THE AGENDA (Item 1)

There were no changes to the agenda.

(Pearson/Merulla)

That the agenda for the May 2, 2017 Sole Voting Member of the Hamilton Farmers' Market Corporation Annual General Meeting, be approved, as presented.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(i) October 20, 2017 (Item 3.1)

(VanderBeek/Ferguson)

That the Minutes of the October 20, 2017 meeting of the Sole Voting Member of the Hamilton Farmers' Market Corporation Annual General Meeting be approved, as presented.

CARRIED

(d) ADJOURNMENT (Item 7)

(Pasuta/Farr)

That, there being no further business, the Sole Voting Member of the Hamilton Farmers' Market Corporation, be adjourned at 12:10 p.m.

CARRIED

Respectfully submitted,

Mayor Fred Eisenberger

HAMILTON FARMERS' MARKET

Circa 1837



The Early Years...

EST. 1837
HAMILTON FARMERS'
MARKET
OPEN YEAR ROUND

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HAMILTON FARMERS' MARKET



A Market Hall was built in 1885, with the market occupying the main floor and the City using the upper floor.

EST. 1837
HAMILTON FARMERS'
MARKET
OPEN YEAR ROUND

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HAMILTON FARMERS' MARKET



The fire of 1917 destroyed the Market Hall and the market was out in the open again. It was considered the largest outdoor market in the country.



HAMILTON FARMERS' MARKET



Permanent structures were again built,
to house the market in 1922.

All the horses were gone and streetcar
tracks ran along York.



HAMILTON FARMERS' MARKET



After years of debate, in 1958, council voted to build a 'Carpark' at York & MacNab.



HAMILTON FARMERS' MARKET



In the late '60's the City began the great urban renewal, resulting in the market moving into today's location in the fall of 1980.

The final market renewal, beginning about 2008 resulted in the market of...



HAMILTON FARMERS' MARKET



Today

AFTER 180+ YEARS



Hamilton Farmers' Market

The Hamilton Farmers' Market has flourished for over 180 years and is continuing to be a “go to” destination in the City.

New and seasoned vendors have come together to offer products and services of interest to our shoppers.

The food service segment has become an asset and we expect to build on our successes and foster continued growth as we embrace the changing landscape of a vibrant city.



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Thank-You



**CREDIT
UNION**
Financial Support



Proudly Supporting the Hamilton Farmers' Market

The Market Board...

The present Hamilton Farmers' Market

Management Board

was established in 2015...


Consists of five (5) Citizen Appointees

Four (4) Vendor Appointees

Plus

Two (2) City Councillors



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The Market Board...



Treasurer

Eric Miller is the Treasurer and has been on the Board since its inception in 2015.

Eric Miller

Citizen Board Member

Eric is a 'Consulting Economist' specializing in the economics of environmental issues and wellbeing.



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The Market Board...



Secretary

*Elly joined the Board in 2017.
She has a strong background in HR
and is a tireless and active Board
member.*

Elly Bowen

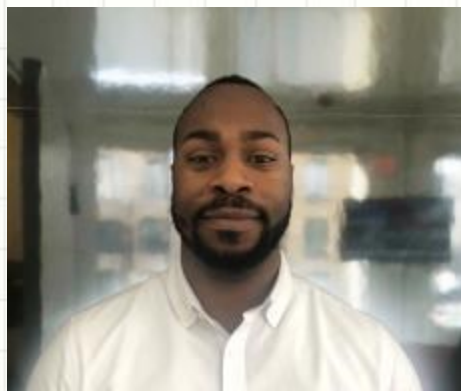
Citizen Board Member

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HAMILTON FARMERS'
MARKET
OPEN YEAR ROUND

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The Market Board...



Seth Waterman


Citizen Board Member

Seth is attending his first Board meeting later to-day.

He is a business director with 10+ years of marketing and professional service experience.

He has a passion for connecting people and ideas.



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The Market Board...



Gordon Albini

Citizen Board Member

Gordon is also attending his first Board meeting later to-day.

He has a long history of volunteering and a very strong business management background.



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The Market Board...



Wilfred Arndt

Citizen Board Member

Board Chair

Appointed in early 2017 and became the Chair at the end of December. Retired, I bring a long history in agricultural, marketing and retail management to the Board.



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The Market Board...



Ron Jepson

Vendor Board Member

Ron Jepson joined the Board at its inception and was instrumental in persuading Council to create the arms length management board.

His Jepson's Fresh Meats stall is the third generation in the business, son Raymond is slowly taking over.

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MARKET
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The Market Board...



Vice Chair

Like Ron, Shane was appointed to the Board at its inception and was also involved in persuading council to create the arms length board.

Shane Coleman

Vendor Board Member

His 'Dilly's Farmacy' produce business is one of two stalls that his family owns at the market.

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The Market Board...



Charlie Chiarelli

Vendor Board Member

Charlie Chiarelli was the third vendor involved with and appointed at the Board's inception.

His 'C.C. Produce Market' stall is the dominant produce vendor at the market.

He also provides others at the market with produce.

The fourth (4) Vendor Board position is vacant at this time.



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The Market Board...



Esther Pauls

Councillor Ward 7

Councillor Pauls has stepped forward and joined the Board for this term...

Your input has been invaluable...

Thank-You

We do, however, need a second councillor to step forward and join our Board.



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HAMILTON FARMERS' MARKET



AFTER 180+ YEARS
Still a Hamilton Jewel

What's happening
now...



Hamilton Farmers' Market

"RAISING THE BARN"

PUBLIC ART 2017

Public art piece by
Artist Dave Hind...
"Raising the Barn."

Installed outside the
Hamilton Farmers'
Market on York
Boulevard.



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Hamilton Farmers' Market

- Getting into the movie business

March 2018

Film Company
Movie Shoot

Extra revenue for the market and several vendors –
By feeding the large crew compliment.



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MARKET
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Hamilton Farmers' Market

2017 & 2018 SuperCrawl...



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MARKET
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Hamilton Farmers' Market

The Market is working on many more initiatives to update and strengthen the Market and its image.

Earlier this year we created a new market video that has received thousands of views on social media...

<https://www.youtube.com/watch?reload=9&v=HhhD2UIF96I&feature=youtu.be>



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HAMILTON FARMERS'
MARKET
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Hamilton Farmers' Market

The Market is working on many more initiatives to update and strengthen the Market and its image.

- Redesigned the Market Web Site – It was relaunched in late May and is continuing to be upgraded and populated.
- Conducted a third party customer survey... Using 'on-site interviews' – 'phone interviews' as well as through social media and the new web site.

Total of 701 completed surveys.



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Hamilton Farmers' Market

- On-site – by-phone & through social media.

Some early results have shown that 30%
of the respondents
Indicated that they walk to the market...
&
Nineteen (19%) come via public transit



Over 80% of the respondents spoke
highly about the vendor community...
...but...

Some 61% of respondents are unhappy
with the hours of operation...



Hamilton Farmers' Market

...and there is more!

- On June 4th, the Market started a “Happy Hours” initiative. About 2/3 of the vendors volunteered to be open for the full posted open hours.



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MARKET
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Hamilton Farmers' Market

...and there is more!

FREE – Shuttle Bus Shopping Service will begin to bring customers to the Market and return them home.

Targeting specific food deserts to bring seniors and others living in high rise buildings to the Market on Fridays and Saturdays.



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Hamilton Farmers' Market

...and then!

- We continue our efforts re-evaluating the traffic flow on York Boulevard and the lack of parking/stopping at the Market entrance.
- One of our Board members has taken on the task of working with this council to try and reconfigure the traffic flows to allow for short term parking, or a loading/unloading safety zone at the front doors.

Without the removal of a bike-lane!



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HAMILTON FARMERS'
MARKET
OPEN YEAR ROUND

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Hamilton Farmers' Market

The Market has a long history and many vendors have been part of the market for twenty years and more...

These long vendor histories have created vendor loyalty as well as a strong feeling of market ownership by the vendor community...

Vendors have also gone through many changes and adjustments throughout the Market's recent history.

Some of these changes continue to linger as concerns...

*This long vendor history...
has also created an abundance of customer loyalty...*

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MARKET
OPEN YEAR ROUND

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Hamilton Farmers' Market

One prominent family, has been one of the longest continuous Vendor's at the Market...

SAM'S CHEESE & MEATS

Started by 'Sam Buscarino' and now run by his two daughters, Pierina and Lina along with, a third generation. Sam's Cheese could be considered an anchor vendor at the market.

Sam's Cheese held their 60th Anniversary at the Market in early April, and we made it a GALA event!



**60
Y
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R
S**

**At the Market
Since 1959**

Celebrate with us...
our 60th
ANNIVERSARY
at the
Hamilton Market!
Saturday April 6th
10:30 - 1:00
Join us for specials
and help us celebrate!



SAM'S CHEESE & MEATS

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HAMILTON FARMERS'
MARKET
OPEN YEAR ROUND

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Hamilton Farmers' Market

SAM'S CHEESE & MEATS

The Mayor and his family joined us for the cake cutting and he presented the ladies with a special plaque.



A number of Sam's suppliers attended and sampled their products.!

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MARKET
OPEN YEAR ROUND

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Hamilton Farmers' Market

As vendors come and go, space within the market is evaluated and repurposed to maximize and improve the market's sight lines and people flow.

A recent opportunity allowed for the expansion of the Buttrum Farms space... Now the eighth generation at the Market...

- and -

At the same time greatly improve the sight line at the primary entrance to the lower market...



Similar adjustments are being made when opportunities arise...

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MARKET
OPEN YEAR ROUND

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Hamilton Farmers' Market

Others who are long time vendors...

*The Coleman family is a founding family of the Hamilton Farmers' Market , since 1837.

They now operate Dilly's Farmacy as well as Dilly's on the upper floor.



*The Buttrum Family Farm is another founding family at the Market. Their expanded stall is now operated by the eighth generation.



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Hamilton Farmers' Market

PUDDICOMBE ESTATE

A relatively new vendor to the market is...

Puddicombe Estate joined the Market in late 2018 and has been a great asset in the upper level.

Because of the alcoholic aspect of some of their popular ciders, they are only allowed to operate for three days a week at the market...



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OPEN YEAR ROUND

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Hamilton Farmers' Market

Although much positive is happening at the Market...

Not everything is coming up roses...

*The Market continues to struggle with the 'Community Kitchen' space...
as well as*

The prime location facing York Boulevard, at the Market's Entrance...

The business plans of the last occupants of both locations, failed to materialize.

Market staff, with the help of the Board and support from city staff are evaluating the potential of the two spaces and how best to utilize them with a long term, successful tenant.

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HAMILTON FARMERS'
MARKET
OPEN YEAR ROUND

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Hamilton Farmers' Market

On behalf of all the vendors...
Thank-You for your ongoing support of this unique asset
in our City...



HAMILTON
Moving Forward...





2019 AGM

- Presentation by Eric Miller
- Treasurer, Hamilton Farmers' Market
- July 8 2019 in Council Chambers, Hamilton City Hall

Audited Annual Financial Statement

- KPMG appointed by the Board as Independent Auditor.
- 2018 Audited Financial Statement and Report completed:
“In our opinion, the financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2018, and its results of operations, and its cash flows for the year then ended, in accordance with Canadian public sector accounting standards.” (KPMG)
- AGM materials include a copy of the audited statements.

Council direction followed, to enhance Market's own revenue relative to expenses

- 2018 was the third fiscal year of the Market being governed by a Board of Directors, with its budget approved by Council.
- 2018 was the third consecutive year with no end-of-year budget deficit (whereas deficits were common in years prior to 2016).
- Expenses managed to within revenue, with market's own-source revenue higher than prior year and expenses below budget.
- Market requests that 2018 end-of-year operating surplus of \$39,419 be allocated to the Market Reserve Account.

Hamilton Farmers' Market Reserve Fund has made these expenditures possible:

- Automated people counter at doors to the Market.
- Website refresh with improved functionality.
- Water fountain and dispenser now available in the Market.
- Market research / customer survey to inform strategy.
- Summer students hired to assist customers and marketing.

Financial Statements of

**HAMILTON FARMERS' MARKET
CORPORATION**

Year ended December 31, 2017



KPMG LLP
Commerce Place
21 King Street West, Suite 700
Hamilton Ontario L8P 4W7
Canada
Telephone (905) 523-8200
Fax (905) 523-2222

INDEPENDENT AUDITORS' REPORT

To the Chairman and Members of the Board of Management of the Hamilton Farmers' Market Corporation and Members of Council of the City of Hamilton.

We have audited the accompanying financial statements of the Hamilton Farmers' Market Corporation, which comprise the statement of financial position as at December 31, 2017, the statements of operations and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Hamilton Farmers' Market Corporation as at December 31, 2017, and its results of operations and its changes in net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Hamilton, Canada

May 7, 2018

HAMILTON FARMERS' MARKET CORPORATION

Financial Statements

Year ended December 31, 2017

Financial Statements

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HAMILTON FARMERS' MARKET CORPORATION

Statement of Financial Position

December 31, 2017, with comparative information for 2016

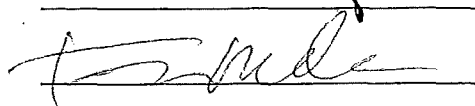
	2017	2016
Financial assets		
Cash	\$ 1,000	\$ 400
HST receivable	10,778	26,187
Accounts receivable	50,776	83,016
Inventory	10,796	-
	<u>73,350</u>	<u>109,603</u>
Financial liabilities		
Accounts payable and accrued liabilities	11,116	10,376
Deferred revenues	1,348	-
Due to City of Hamilton (note 2)	58,956	98,317
Unredeemed gift certificates	1,930	910
	<u>73,350</u>	<u>109,603</u>
Net financial assets and accumulated surplus	\$ -	\$ -

See accompanying notes to financial statements.

On behalf of the Board:



Director



Director

HAMILTON FARMERS' MARKET CORPORATION

Statement of Operations

Year ended December 31, 2017, with comparative information for 2016

	Budget (note 3)	2017	2016
Revenue:			
Merchandise sales	\$ 5,000	\$ 7,292	\$ 5,538
Rental income	471,980	512,830	472,197
Other revenues	121,070	133,093	28,184
	598,050	653,215	505,919
City levy funded deficit	109,450	109,450	107,510
City of Hamilton subsidy	-	(71,593)	151,419
Total revenue	707,500	691,072	764,848
Expenses:			
Employee related costs	310,420	279,127	338,422
Building and grounds	212,960	257,210	157,294
Contractual	126,780	104,181	182,747
Materials and Supplies	57,340	40,458	77,042
Financial	-	10,096	9,343
Total expenses	707,500	691,072	764,848
Annual surplus (deficit), being net financial assets and accumulated surplus, end of year	-	-	-
Accumulated surplus, beginning of year	-	-	-
Accumulated surplus (deficit), end of year	\$ -	\$ -	\$ -

See accompanying notes to financial statements.

HAMILTON FARMERS' MARKET CORPORATION

Statement of Cash Flows

Year ended December 31, 2017, with comparative information for 2016

	2017	2016
Cash provided by:		
Operating activities:		
Annual surplus	\$ -	\$ -
Changes in non-cash assets and liabilities:		
Change in HST receivable	15,409	(26,187)
Change in accounts receivable	32,240	(83,016)
Change in inventory	(10,796)	-
Change in accounts payable and accrued liabilities	740	10,376
Change in deferred revenue	1,348	-
Change in due to City of Hamilton	(39,361)	98,317
Change in unredeemed gift certificates	1,020	910
Net change in cash from operating activities	600	400
Net change in cash	600	400
Cash, beginning of year	400	-
Cash, end of year	1,000	\$ 400

See accompanying notes to financial statements.

HAMILTON FARMERS' MARKET CORPORATION

Notes to Financial Statements

Year ended December 31, 2017

The Hamilton Farmers' Market Corporation referred to herein as (the "Market Corporation") was established on December 21, 2015 by the Council of the City of Hamilton (the "City") and has been entrusted to provide the public with access to high quality, nutritious and locally grown food. The Market Corporation also provides opportunities for farmers and food producers to serve the general public. The City owns the market facilities and arranges with the Market Corporation to exclusively manage and operate the facilities on the City's behalf.

1. Significant accounting policies:

The financial statements of the Market Corporation are prepared by management in accordance with Canadian public sector accounting standards ("PSAS") as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the Market Corporation are as follows:

(a) Basis of accounting:

These financial statements are prepared in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada

Revenues are recorded on the accrual basis of accounting, whereby revenues are recognized as they are earned and measurable. Expenses are recognized in the period goods and services are acquired and a liability is incurred.

(b) Cash:

Cash is comprised of cash on hand.

(c) Inventory:

Inventory is valued at the lower of cost and net realizable value.

(d) Government transfers:

Government transfers received relate to operating grants from the City of Hamilton. Government transfers are recognized in the financial statements as revenues when the transfer is authorized, any eligibility criteria are met and a reasonable estimate of the amounts can be made except when, and to the extent that, stipulations by the transferors give rise to an obligation that meet the definition of a liability. Government transfers that meet the definition of a liability are recognized as revenue as the liability is extinguished.

(e) Other income:

Other income is reported as revenue in the period earned.

HAMILTON FARMERS' MARKET CORPORATION

Notes to Financial Statements (continued)

Year ended December 31, 2017

1. Significant accounting policies (continued):

(f) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(g) Use of estimates:

The preparation of financial statements required management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

2. Related party transactions:

The amount due to City of Hamilton is non-interest bearing and has no fixed terms of repayment.

3. Budget data:

The budget data presented in these financial statements is based upon the 2017 budget approved by Council.

Financial Statements of

**Hamilton Farmers' Market
Corporation**

Year ended December 31, 2018



KPMG LLP
Commerce Place
21 King Street West, Suite 700
Hamilton Ontario L8P 4W7
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Telephone (905) 523-8200
Fax (905) 523-2222

INDEPENDENT AUDITORS' REPORT

To the Chairman and Members of the Board of Management of the Hamilton Farmers' Market Corporation and Members of Council of the City of Hamilton.

Opinion

We have audited the financial statements of The Hamilton Farmer's Market Corporation (the Entity), which comprise:

- the statement of financial position as at December 31, 2018
- the statement of operations for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2018, and its results of operations, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.

We are independent of the Entity 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 opinion.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity'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 Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' 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 auditors' 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 the 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 Entity's internal control.

Hamilton Farmers' Market Corporation

Financial Statements

Year ended December 31, 2018

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Hamilton Farmers' Market Corporation

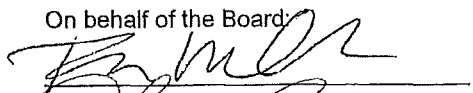
Statement of Financial Position

December 31, 2018, with comparative information for 2017

	2018	2017
Financial assets		
Cash	\$ 1,600	\$ 1,000
HST receivable	14,432	10,778
Accounts receivable	62,155	50,776
Inventory	8,015	10,796
	<u>86,202</u>	<u>73,350</u>
Financial liabilities		
Accounts payable and accrued liabilities	11,771	11,116
Deferred revenues	-	1,348
Due to City of Hamilton (note 2)	66,980	58,956
Unredeemed gift certificates	7,451	1,930
	<u>86,202</u>	<u>73,350</u>
Net financial assets and accumulated surplus	\$ -	\$ -

See accompanying notes to financial statements.

On behalf of the Board:

 Director

 Director

Hamilton Farmers' Market Corporation

Statement of Operations

Year ended December 31, 2018, with comparative information for 2017

	Budget (note 3)	2018	2017
Revenue:			
Merchandise sales	\$ 20,000	\$ 3,654	\$ 7,292
Rental income	530,080	530,453	512,830
Other revenues	168,000	169,514	133,093
	718,080	703,621	653,215
City levy funded deficit	111,100	111,000	109,450
City of Hamilton subsidy	-	(39,419)	(71,593)
	829,180	775,202	691,072
Expenses:			
Employee related costs	327,510	310,275	279,127
Building and grounds	239,510	237,495	257,210
Contractual	173,400	133,738	104,181
Materials and Supplies	80,160	78,683	40,458
Financial	8,600	10,761	10,096
Consulting	-	4,250	-
Total expenses	829,180	775,202	691,072
Annual surplus, being net financial assets and accumulated surplus, end of year	-	-	-
Accumulated surplus, beginning of year	-	-	-
Accumulated surplus, end of year	\$ -	\$ -	\$ -

See accompanying notes to financial statements.

Hamilton Farmers' Market Corporation

Statement of Cash Flows

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Cash provided by:		
Operating activities:		
Annual surplus	\$ -	\$ -
Changes in non-cash assets and liabilities:		
Change in HST receivable	(3,654)	15,409
Change in accounts receivable	(11,379)	32,240
Change in inventory	2,781	(10,796)
Change in accounts payable and accrued liabilities	655	740
Change in deferred revenue	8,024	1,348
Change in due to City of Hamilton	(1,348)	(39,361)
Change in unredeemed gift certificates	5,521	1,020
Net change in cash from operating activities	600	600
Net change in cash	600	600
Cash, beginning of year	1,000	400
Cash, end of year	\$ 1,600	\$ 1,000

See accompanying notes to financial statements.

Hamilton Farmers' Market Corporation

Notes to Financial Statements

Year ended December 31, 2018

The Hamilton Farmers' Market Corporation referred to herein as (the "Market Corporation") was established on December 21, 2015 by the Council of the City of Hamilton (the "City") and has been entrusted to provide the public with access to high quality, nutritious and locally grown food. The Market Corporation also provides opportunities for farmers and food producers to serve the general public. The City owns the market facilities and arranges with the Market Corporation to exclusively manage and operate the facilities on the City's behalf.

1. Significant accounting policies:

The financial statements of the Market Corporation are prepared by management in accordance with Canadian public sector accounting standards ("PSAS") as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the Market Corporation are as follows:

(a) Basis of accounting:

These financial statements are prepared in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Revenues are recorded on the accrual basis of accounting, whereby revenues are recognized as they are earned and measurable. Expenses are recognized in the period goods and services are acquired and a liability is incurred.

(b) Cash:

Cash is comprised of cash on hand.

(c) Inventory:

Inventory is valued at the lower of cost and net realizable value.

(d) Government transfers:

Government transfers received relate to operating grants from the City of Hamilton. Government transfers are recognized in the financial statements as revenues when the transfer is authorized, any eligibility criteria are met and a reasonable estimate of the amounts can be made except when, and to the extent that, stipulations by the transferors give rise to an obligation that meet the definition of a liability. Government transfers that meet the definition of a liability are recognized as revenue as the liability is extinguished.

(e) Rental and other income:

Other income is reported as revenue in the period earned.

Hamilton Farmers' Market Corporation

Notes to Financial Statements (continued)

Year ended December 31, 2018

1. Significant accounting policies (continued):

(f) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(g) Use of estimates:

The preparation of financial statements required management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

2. Related party transactions:

(a) Transactions with related parties:

	2018	2017
<u>Revenue:</u>		
City levy funded deficit	\$ 111,000	\$ 109,450
City of Hamilton subsidy adjustment	(39,419)	(71,593)
	\$ 71,581	\$ 37,857

These transactions have been reflected in the annual surplus for the current year and were measured at the exchange amount of consideration established and agreed to by the related parties.

(b) Reserves held by related parties:

The City of Hamilton holds a reserve fund on behalf of the Hamilton Farmers' Market Corporation. Use of the funds requires approval of both the Market Corporation's Board as well as the Council of the City of Hamilton. The funds are permitted to be used to ensure the viability of the Market Corporation if other sources of funding are not available. The balance of the reserve fund as at December 31, 2018 is \$75,687 (2017 – nil).

(c) Outstanding balances due to related parties:

	2018	2017
City of Hamilton	\$ 66,980	\$ 58,956

The amount due to City of Hamilton is non-interest bearing and has no fixed terms of repayment.

Hamilton Farmers' Market Corporation

Notes to Financial Statements (continued)

Year ended December 31, 2018

3. Budget data:

The budget data presented in these financial statements is based upon the 2018 budget approved by Council.

5.3

June 11, 2019

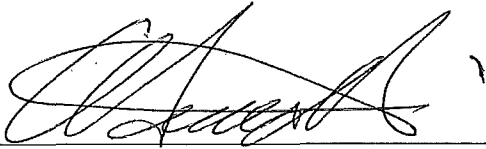
Members of the Sole Voting Member of the Hamilton Farmers' Market:

At its meeting of May 7, 2019, the Hamilton Farmer's Market Board approved the following resolution, which has been forwarded for your consideration:

Resolution of May 7, 2019:

6.1.1 Transfer of Year-end Surplus of the Hamilton Farmers' Market Board

That \$39,419, the full amount of the 2018 year-end surplus, be transferred from the Hamilton Farmers' Market operating account (720400) to the the Hamilton Farmers' Market Reserve Account (1004006).



Wilf Arndt
Chair, Hamilton Farmers' Market Board

HAMILTON FARMERS' MARKET CORPORATION
(the "Corporation")

RESOLUTION OF THE SOLE VOTING MEMBER OF THE CORPORATION

WHEREAS the Corporation is a corporation without share capital to which the *Corporations Act*, R.S.O. 1990, c.38 (the "Act") applies;

AND WHEREAS by the Corporation's Letters Patent, the City of Hamilton is the sole voting member of the Corporation ("Sole Voting Member");

AND WHEREAS by section 5 of the Corporation's By-Law No.1, the board of directors shall consist of a minimum of seven (7) and a maximum of thirteen (13) or such other number of directors as may be determined from time to time by the Sole Voting Member;

AND WHEREAS by section 15 of the Corporation's By-Law No.1, the City of Hamilton, as the sole voting member, is authorized to or may require the Directors of the Corporation to appoint an auditor;

1. NOTICE

BE IT RESOLVED:

That the Sole Voting Member hereby waives its right to receive general or special notice of an annual meeting of the members of the Corporation.

2. MINUTES OF PREVIOUS ANNUAL MEETING

BE IT RESOLVED:

That the minutes of the annual meeting held May 2, 2018 be approved.

3. DIRECTORS

BE IT RESOLVED:

That the following persons are affirmed or appointed as directors of the Corporation and shall hold office until the date specified below, unless further extended as permitted by the by-laws of the Corporation or until their respective successors are elected or appointed subject to the by-laws of the Corporation:

Councillor Esther Pauls

November 30, 2020

Eric Miller	May 13, 2021
Wilf Arndt	December 14, 2020
Elly Bowen	December 14, 2020
Charlie Chiarelli	June 9, 2021
Ron Jepson	June 9, 2021
Shane Coleman	June 9, 2021
Seth Waterman	May 22, 2021
Gordon Albin	May 22, 2021
Bill Slowka (Ex-Officio)	November 30, 2020
Sue Bennison (Ex-Officio)	November 30, 2020

4. FINANCIAL STATEMENTS AND AUDITOR'S REPORT

BE IT RESOLVED:

That the financial statements of the Corporation for the fiscal years ended December 31, 2017 and December 31, 2018 together with the auditor's report, be and the same are hereby received and approved.

5. AUDIT APPOINTMENT

BE IT RESOLVED:

That the undersigned, being the Sole Voting Member, hereby authorizes the Directors of the Corporation to appoint an auditor of the Corporation to hold office until the next following annual meeting at such remuneration as may be fixed by the Directors and the Directors are hereby authorized to fix such remuneration.

The foregoing resolutions are, by signature below of the Sole Voting Member of the Corporation entitled to vote on such resolutions, passed as resolutions of the Corporation pursuant to the Act.

Dated as of this 8th day of July 2019.

CITY OF HAMILTON

Per: _____
Fred Eisenberger, Mayor

Per: _____
Janet Pilon, Acting City Clerk