




Hamilton

INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	November 7, 2024
SUBJECT/REPORT NO:	2020, 2021 and 2022 Audited Financial Statements for City of Hamilton Business Improvement Areas (BIAs) (FCS24026) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Nikki Freeman (905) 546-2424 Ext. 3020
SUBMITTED BY:	Shelley Hesmer Acting Director, Financial Services and Taxation Corporate Services Department
SIGNATURE:	

COUNCIL DIRECTION

Not Applicable

INFORMATION

Each year, the financial statements of the individual Business Improvement Areas (BIAs) of the City of Hamilton (City) are audited by external auditors as prescribed by the *Municipal Act, 2001*. The financial statements of each BIA are prepared by management of the BIA and are approved by the Board of Management of the BIA.

Certain 2020, 2021 and 2022 audited financial statements of the BIAs are being provided to Council through the Audit, Finance and Administration Committee, in accordance with section 207 of the *Municipal Act, 2001*.

Section 207(1) of the *Municipal Act* states:

“A board of management shall submit its annual report for the preceding year to Council by the date and in the form required by the municipality and the report shall include audited financial statements. 2001, c. 25, s. 207(1).”

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

Section 207(2) of the *Municipal Act* states:

“The municipal auditor is the auditor of each board of management and may inspect all records of the board. 2001, c.25, s. 207(2).”

The previous outstanding audits were last communicated to the Audit, Finance and Administration Committee in Report FCS23016 on February 16, 2023.

Appendix “A” to Report FCS24026 includes the final Board approved 2020 financial statements for the Westdale BIA.

Appendix “B” to Report FCS24026 includes the final Board approved 2021 financial statements for the BIAs as follows: Barton Village BIA, Locke St BIA, Stoney Creek BIA and Westdale BIA.

Appendix “C” to Report FCS24026 includes the final Board approved 2022 financial statements for the BIAs as follows: Ancaster BIA, Barton Village BIA, Concession Street BIA, Downtown Hamilton BIA, Dundas BIA, International Village BIA, Ottawa Street BIA, Stoney Creek BIA and Waterdown BIA.

The 2019, 2020, 2021 and 2022 audited financial statements for King Street BIA and Main Street Esplanade BIA have not been received. On October 25, 2023, Council approved the dormancy of the King Street BIA through Report PED23198. Furthermore, on October 25, 2023, Council approved the dormancy of the Main Street Esplanade BIA through Report PED23199. Accounting Services is working with the BIA Officer to complete the dormancy procedures as outlined in the reports. No audits are being pursued at this time and will not be reported to Council.

The 2022 audited financial statements for Locke Street BIA and Westdale BIA have not been received as required by the *Municipal Act, 2001*. BIA annual audits are due to be completed by the City auditor by no later than Dec 31st of the following calendar year. The 2022 audit is still in progress and BIA staff continue to work with their bookkeepers to complete as soon as possible. These statements will be brought forward as an information report to the Audit, Finance and Administration Committee once received. The Commercial Districts and Small Business section (CDSB) of the Economic Development division are withholding any further funding (BIA levy disbursements and access to BIA Economic Development grants) until which time these audits are brought up to completion. The respective BIA Board of Management, Executive Director and Ward Councillors have been advised of this measure.

The 2023 audits are scheduled throughout 2024 and audited financial statements are due to the City in December of 2024.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report FCS24026 – 2020 Audited Financial Statements for Business Improvement Areas for the year ended December 31, 2020.

Appendix "B" to Report FCS24026 – 2021 Audited Financial Statements for Business Improvement Areas for the year ended December 31, 2021.

Appendix "C" to Report FCS24026 – 2022 Audited Financial Statements for Business Improvement Areas for the year ended December 31, 2022.

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