

Financial Statements of

**THE BLUE MOUNTAINS
PUBLIC LIBRARY BOARD**

And Independent Auditor's Report thereon

Year ended December 31, 2023



KPMG LLP

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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of The Corporation of the Town of The Blue Mountains

Opinion

We have audited the financial statements of The Blue Mountains Public Library Board (the Entity), which comprise:

- the statement of financial position as at December 31, 2023
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets 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, 2023, and its results of operations, its changes in net financial assets 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 "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our Auditor's 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.

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 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



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- 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 Entity'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 Entity 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.
- 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.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, stylized font and is underlined with a single horizontal stroke.

Chartered Professional Accountants, Licensed Public Accountants

Kitchener, Canada

September 23, 2024

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022
Financial assets:		
Cash	\$ 287,174	\$ 159,733
Temporary investments (note 2)	41,080	40,149
Due from Town of The Blue Mountains	109,561	139,494
	437,815	339,376
Net financial assets	437,815	339,376
Non-financial assets:		
Tangible capital assets (note 3)	337,052	352,374
Accumulated surplus (note 4)	\$ 774,867	\$ 691,750

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

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 5)	2023 Actual	2022 Actual
Revenue:			
Operating grants:			
Province of Ontario	\$ 23,371	\$ 23,336	\$ 23,872
Government of Canada	35,054	24,855	112,606
Town of The Blue Mountains	1,057,098	1,052,314	1,189,358
Capital grants:			
Province of Ontario	—	—	20,700
Town of The Blue Mountains	137,772	60,937	78,277
Capital donations	2,500	—	2,620
Fundraising	—	320	—
Investment income	—	7,247	291
Other	4,000	36,005	31,769
	1,259,795	1,205,014	1,459,493
Expenses:			
Salaries and benefits	1,001,453	933,300	1,040,303
Administrative	19,950	28,964	18,425
Operating	22,550	21,819	35,910
Books and materials	32,000	26,686	27,602
Communications	6,525	4,548	6,954
Training and travel	11,680	7,808	8,290
Personnel	4,000	1,093	4,194
Leases and subscriptions	17,560	15,345	16,566
Professional fees	3,500	4,530	4,211
Other	2,805	1,545	7,065
Amortization	—	76,259	75,736
	1,122,023	1,121,897	1,245,256
Annual surplus (note 5)	137,772	83,117	214,237
Accumulated surplus, beginning of year	691,750	691,750	477,513
Accumulated surplus, end of year	\$ 829,522	\$ 774,867	\$ 691,750

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

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Statement of Changes in Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 5)	2023 Actual	2022 Actual
Annual surplus	\$ 137,772	\$ 83,117	\$ 214,237
Acquisition of tangible capital assets	(137,772)	(60,937)	(101,597)
Amortization of tangible capital assets	–	76,259	75,736
	(137,772)	15,322	(25,861)
Increase in net financial assets	–	98,439	188,376
Net financial assets, beginning of year	339,376	339,376	151,000
Net financial assets, end of year	\$ 339,376	\$ 437,815	\$ 339,376

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

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 83,117	\$ 214,237
Items not involving cash:		
Amortization	76,259	75,736
	159,376	289,973
Changes in non-cash working capital balances		
Due from Town of The Blue Mountains	29,933	(145,867)
Net change in cash from operating activities	189,309	144,106
Capital transactions:		
Cash used to acquire tangible capital assets	(60,937)	(101,597)
Net change in cash from capital activities	(60,937)	(101,597)
Investing activities:		
Changes in temporary investments	(931)	109,583
Net change in cash from investment activities	(931)	109,583
Net change in cash	127,441	152,092
Cash, beginning of year	159,733	7,641
Cash, end of year	\$ 287,174	\$ 159,733

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

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Notes to the Financial Statements

Year ended December 31, 2023

Nature of Operations:

The Blue Mountains Public Library Board (BMPL) is comprised of a Gallery, Library, Archive and Museum (GLAM). The Gallery at L.E. Shore acts as a centre for arts and culture in The Town of the Blue Mountains. The Gallery has a focus on artists and art forms of The Blue Mountains, as well as providing education to the community in the area of arts and culture. The Library (at both L.E. Shore and the Craigleith Heritage Depot) supports 21st Century literacies by ensuring equitable access to information in all its forms to grow an informed and connected citizenry. As a community hub BMPL offers programs and spaces which enable people to gather, socialize, learn, and play. The archive acquires and preserves local documentary objects at the Craigleith Heritage Depot in support of the community museum mandate. The wide range of archival material is a key resource that assists museum exhibition, education and programming as well as individual and community interests in the area of history, heritage and culture. The Craigleith Heritage Depot community museum provides tangible links to the community, via artifacts, and intangible associations via memory, stories, and folklore. Through conservation and collection management the museum is a steward of local culture and natural heritage. As a designated heritage building, the Depot is not only the community museum facility, but a significant part of the collection. GLAMs are understood to be the culture hubs of communities across the province, and more regularly have been seen to have a single operational body under library boards, such as in the BMPL model.

The Blue Mountains Public Library Board is the primary governance body for the organization and is the BMPL employer. The Board has a mandate to the organization and the library and is defined in the Public Libraries Act and the Board By-Laws. Board members of The Blue Mountains Public Library Board are appointed by the Town of the Blue Mountains Council. The Town of the Blue Mountains is a related party under Public Sector Accounting Board Standards.

1. Significant accounting policies:

(a) Basis of accounting:

The financial statements of BMPL are the representation of management and have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants as prescribed by the Ontario Ministry of Municipal Affairs and Housing.

Revenues and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Notes to the Financial Statements

Year ended December 31, 2023

1. Significant accounting policies (continued):

(b) Use of estimates:

Precise determination of some assets and liabilities may be dependent upon future events and estimates and approximations. These estimates and approximations have been based upon the available information, using careful judgment and review. By their nature, these estimates are subject to measurement uncertainty and actual results could differ from management's best estimates as additional information becomes available in the future.

(c) Basis of consolidation:

The BMPL has been consolidated within the financial statements of The Corporation of the Town of The Blue Mountains.

(d) Tangible capital assets:

Tangible capital assets are recorded at cost less accumulated amortization. Costs include all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Amortization is provided over the estimated useful life of the assets, using the straight-line method. The useful life of the assets is based on estimates made by Council. The following rates are used:

Asset	Useful Life - Years
Library collections	7 years
Machinery, equipment and vehicles	5 to 20 years

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue.

(e) Revenue recognition:

Revenues are reported on the accrual basis of accounting and are recognized as follows:

- (i) Unrestricted grants are recorded as revenue when the grants are authorized by the transferring entity.
- (ii) Restricted grants are recorded as revenue when corresponding expenses have been incurred in accordance with the grant applications.
- (iii) Fines and fees are recognized when received.
- (iv) All other revenues are recorded upon sale of goods or provision of services and when collection is reasonably assured.

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Notes to the Financial Statements

Year ended December 31, 2023

1. Significant accounting policies (continued):

(f) Adoption of new accounting standards:

- (i) The Blue Mountains Public Library Board adopted the following accounting standards beginning January 1, 2023, with no impact on the financial statements: PS 3450 - Financial Instruments, PS 3401 - Portfolio Investments, PS 2601 – Foreign Currency Translations and PS1201 - Financial Statement Presentation. The standards were adopted prospectively from the date of adoption. The new standards provide comprehensive requirements for the recognition, measurement, presentation, and disclosure of financial instruments including portfolio investments and foreign currency transactions. There was no impact upon adoption. Due to there being no remeasurement gains/losses the Public Library Board has not prepared a statement of remeasurement gains/losses.
- (ii) The Blue Mountains Public Library Board adopted the following accounting standard beginning January 1, 2023: PS 3280 - Asset Retirement Obligations. On January 1, 2023, the Association adopted Public Accounting Standard PS 3280 – Asset Retirement Obligations. The new accounting standard addresses the reporting of legal obligations associated with retirement of certain tangible capital assets. There was no impact upon adoption as the organization has not identified any asset retirement obligations.

(g) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Derivative instruments and equity instruments that are quoted in an active market are reported at fair value. All other financial instruments are subsequently recorded at cost or amortized cost. Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations. Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method. All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations and any unrealized gain is adjusted through the statement of remeasurement gains and losses. When the asset is sold, the unrealized gains and losses previously recognized in the statement of remeasurement gains and losses are reversed and recognized in the statement of operations and accumulated surplus.

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Notes to the Financial Statements

Year ended December 31, 2023

2. Temporary investments:

	2023	2022
Temporary investments	\$ 41,080	\$ 40,149

Investments have a market value of \$41,080 (2022 - \$40,149) at the end of the year.

3. Tangible capital assets:

			2023	2022
	Cost	Accumulated amortization	Net book value	Net book value
Library collections	\$ 802,437	\$ 630,069	\$ 172,368	\$ 169,359
Equipment and vehicles	557,342	392,658	164,684	183,015
	\$ 1,359,779	\$ 1,022,727	\$ 337,052	\$ 352,374

4. Accumulated surplus:

The BMPL segregates its accumulated surplus in the following categories:

	2023	2022
Invested in capital assets	\$ 337,052	\$ 352,374
Reserves	437,815	339,376
Accumulated surplus	\$ 774,867	\$ 691,750

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

Notes to the Financial Statements

Year ended December 31, 2023

5. Budgets:

The budget adopted by the Board 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 now require a full accrual basis. The budget figures anticipated excess surplus which the use of reserves accumulated in previous years to reduce current year expenditures in excess of revenues to \$nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expenses. The following is a reconciliation of the budget approved by the Board.

	2023 Budget	2023 Actual	2022 Actual
Annual surplus	\$ 137,772	\$ 83,117	\$ 214,237
Transfers (to) from reserves	–	(98,439)	(188,376)
Tangible capital asset acquisitions	(137,772)	(60,937)	(101,597)
Amortization	–	76,259	75,736
	\$ –	\$ –	\$ –

6. Comparative Information:

Certain comparative information has been reclassified from those previously presented to conform to the presentation in the current year.