



Canada's Meeting Place

2023/2024 ANNUAL REPORT

Shaw Centre

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Executive Leadership Team

Nina Kressler

President & Chief Executive Officer

Dan Young

Vice-President & Chief Operations Officer

OCC Board of Directors

Jim Armour (Chair)

June 6, 2019 to March 21, 2025 - Provincial Appointment

Debra Armstrong

February 27, 2019 to November 14, 2026 – City of Ottawa Appointment

Cynthia Bland

October 7, 2021 to October 6, 2024 – Provincial Appointment

Michael Crockatt

February 27, 2019 to November 14, 2026 – City of Ottawa Appointment

Yilong Ma

March 4, 2022 – March 4, 2025 - Provincial Appointment

Ann Matejicka

December 1, 2022 – December 1, 2025 – Provincial Appointment

David Muir

September 16, 2021 to September 15, 2024 – Provincial Appointment

Jagdeep Perhar

May 7, 2020 to June 29, 2026 – Provincial Appointment

Councillor Stéphanie Plante

December 14, 2022 – December 14, 2026 - City of Ottawa Appointment

Fred Sherman

July 9, 2020 to July 9, 2026 – Provincial Appointment

Kay Stanley

March 11, 2021 to March 11, 2027 – Provincial Appointment

Vacant – Provincial Appointment

MESSAGE FROM THE CHAIR AND PRESIDENT AND CEO

Fiscal year 2023/2024 proved to be one of the centre's busiest years, surpassing many of our annual goals. Our success was a direct result of exceptional relationship management, as we experienced an influx of rescheduled events carrying over from the previous two years. This was the result of a postponing versus cancelling strategy which proved effective. Trending patterns recognized increases in attendance and overall spending in most revenue categories.

We had a remarkable year of conventions with a total of 51 from all segments. July and August demonstrated a deviation from pre-pandemic data, with international conferences delivering a record amount of economic impact to our city and province. Some of our notable conferences included Deaf Blind World Congress, Society for the Study of Reproduction, Canadian Wealth Management Conference, AFN Chiefs of Assembly, International Association for Vehicle Systems Dynamics, 2024 International Indigenous Tourism Conference, and Molson Coors National Conference.

The Ottawa Convention Centre (OCC) formed an industry-leading partnership with the Indigenous Tourism Association of Canada supporting the Indigenous Tourism Fund; aligning with Ontario and Canada's commitment to reconciliation. The OCC will promote the fund to event planners and facilitate 1% of total room rental donations on our licence agreements. This donation is voluntary and will assist in providing additional awareness to the Indigenous Tourism Fund.

We continue to see a high turnover rate with event planners, causing a more in-depth learning curve. As the population ages, this trend will likely continue within our industry. Attendance numbers remain strong and the audio visual spend per event is on an upswing, as events look to engage attendees through innovation. Rapidly rising inflation has provided a challenge throughout the year, driving up the cost of food and beverage. It has also limited the ability to order certain items in large quantities.

A recent trend that has appeared is a significant decrease in the window for which clients are booking their events. As there is a limited amount space available in our building, the longer clients wait to book, the less options are available to them. To prevent this, we have seen several of our long-time annual conventions lock in three-year contracts to secure preferred dates and spaces for their event.

Our on-going commitment to customer service continues to exceed its annual goal of 4.5 out of 5. Last year, it was 4.8. This is a true testament to our team and their commitment to delivering a customer-centric experience at every opportunity - from the buying cycle, right through to event delivery.

Key performance indicators (KPIs) guide our decision-making and measure our success. As listed below, our KPIs span across all areas of our business.

KPI	ACTUAL	BUDGET	PRIOR YEAR
ECONOMIC IMPACT	\$110M	\$170M	\$103M
GROSS REVENUE	\$23,670,487	\$20,200,000	\$17,079,123
NET OPERATING INCOME	\$3,533,049	\$1,260,000	\$1,411,005
OCCUPANCY	44%	47.0%	35.0%
TOTAL EVENTS HOSTED	343	438	310
OVERALL CUSTOMER SATISFACTION	5.0	4.5	4.6
LOST TIME ACCIDENTS	2	-	8

While we welcome people from across the globe to the OCC, we also believe in the importance of giving back to the community in which we work, live and play. The centre continues to support the important work of our neighbour, the Ottawa Mission, through participation in The Coldest Night of the Year Walk as well as other local charities in our community.


We are delighted with our success this year and thank our most valued and strategic partners, Aramark Entertainment Services Canada, Encore Global Events (Canada), GES, and all our food and beverage suppliers and preferred partners.

We thank the Honourable Neil Lumsden, former Minister of Tourism, Culture and Sport and his team for their support of the centre through capital investment and in providing valuable guidance throughout the year. We are proud of the economic impact the Centre brings to the city of Ottawa and the province of Ontario and the team we have in place to deliver on our corporate vision of an "Inspired Team Delivering Exceptional Events".

Our Board of Directors has provided invaluable guidance and direction, playing an integral role in our ongoing progress. The future looks bright, and we are optimistic about what lies ahead. Collectively, we look forward to welcoming visitors to our beautiful Nation's Capital and to what the International Association of Conference Centres called "The World's Best Convention Centre."



Jim Armour
Chair, Board of Directors



Nina Kressler
President & CEO

CORPORATE GOALS

OCC's corporate goals are established annually by the Board of Directors and Executive Leadership Team. In 2023/2024, OCC's corporate goals focused on the following strategic priorities: financial sustainability, client satisfaction, colleague satisfaction, partner performance and corporate social responsibility.

Financial Sustainability

OCC's long-range financial imperative is to generate revenues to support a surplus to allow for the annual \$1M debt repayment and maintain sufficient cash flows to provide for lifecycle requirements.

Financial Results

Goal	2023/24 Objective	2023/24 Result
Gross Revenue	\$20.2M	\$23.6M
Net Operating Profit	\$1.3M	\$3.53M
Booking Pace	\$18.6M	\$18.6M

Improving Client Satisfaction

OCC recognizes the importance of client satisfaction and reflects this through processes and procedures that ensure superior customer service from initial contact through to final invoicing. In 2023/2024, our client satisfaction survey scores increased to 4.8 out of 5, well above our goal of 4.5. We look forward to maintaining this score in 2024/2025.

Since 2021, the OCC continues to hold the title of “World’s Best Convention Centre” as awarded by the International Association of Conference Centres (AIPC) APEX award, joining a prestigious list of convention centres from around the world who have claimed this title. We remain confident that we have earned a strong reputation in both the convention and meetings markets for hosting outstanding events and providing exceptional customer service.

Colleagues & Partners

OCC recognizes the fundamental role of colleague and partner excellence in delivering a superior event experience and maintains a formal program to attract, develop and retain talent, in all areas of the organization, as well as maintaining positive and mutually supportive partner relations.

Our colleagues have identified rewards and recognition as important to them. The OCC focuses on a positive culture of appreciation that will improve engagement and productivity in the workplace. To recognize colleagues who live our company values daily, we celebrate their outstanding work through programs like Encore Encore! and the Ottawa Tourism Shine On Program.

When our colleagues meet a milestone career anniversary, we honour their dedication with special recognition and rewards. With empathy, compassion, acknowledgement and recognition our goal is that they feel valued members of the OCC and responsible for our exceptional service scores.

The OCC's primary service partners, Aramark Entertainment Services (Canada) Inc. and Encore are vital ingredients in our operational product offerings and third-party initiatives. OCC works closely with our service partners to ensure that our customer service remains high and product quality exceeds industry standards and clients' expectations.

Corporate Social Responsibility

The OCC recognizes the role it plays in the life and economy of our host community and the role that same community plays in supporting and enhancing the event experience of our clients. To sustain and nurture this symbiotic relationship, we undertake various initiatives to demonstrate ongoing corporate responsibility and maintain a positive community interface.

Environmental sustainability is one of the strategic pillars of the OCC. As such, we continuously strive to find strategies that will maximize the efficiency of our waste management system with a diversion goal of at least 55%. 2023/2024 surpassed that goal by successfully diverting 65% of waste from landfills. We will continue to focus on our waste management practices and implement new programs to continue to improve this number in the coming years. One of the key contributors to our diversion rate, is our participation in a rigorous food waste program utilizing Organic Refuse Conversion Alternatives (ORCA machines) that turns organic waste and compost waste into environmentally safe grey water.

While many companies now practice some form of corporate social responsibility (CSR) programs, the OCC has decided to make it a core tenet of our operations. Undertaking social responsibility initiatives allows us to appeal to socially conscious consumers (and colleagues) and makes a tangible difference in the world. In addition to our in-house programs, we encourage our clients to give back to our community. We offer flexible CSR programs that enable them to have a positive impact with minimal effort. These include our Leave a Legacy Program, ongoing support of the Ottawa Mission, a partnership with the Indigenous Tourism Association of Canada which supports of the Indigenous Tourism Fund and partnerships with local companies that offer accessibility services.

Through our Leave a Legacy program, leftover meeting and convention materials are repurposed or recycled wherever possible. We reach out to local organizations to give leftover materials a second life. In March, we partnered with Assumption School and delivered items that were used by the students. We continue to look for partnership opportunities to ensure all salvageable materials left behind are delivered to local organizations who can utilize these.

This year, we were proud to announce a strategic marketing partnership with the Indigenous Tourism Association of Canada (ITAC), aimed at promoting the Indigenous Tourism Destination Fund (ITDF). The ITDF offers an innovative way for Indigenous and non-Indigenous businesses to partner with ITAC to grow the Indigenous tourism industry from coast to coast.

The ITDF was established by ITAC to accelerate the growth of Indigenous tourism in Canada. The program is designed to provide essential resources and support to Indigenous entrepreneurs, businesses, and communities seeking to develop and enhance their presence within the tourism industry.

Over this past year the OCC partnered with two organizations that provide accessibility services, Whimble and Assign. Whimble, dubbed as the “Uber for personal care attendants,” connects individuals with disabilities to experienced caregivers for on-demand personal care assistance to fill gaps around routine support systems. In addition to their innovative platform for individual users, Whimble has expanded its services to offer on-site attendant care for event organizers and venues, setting a new standard for truly inclusive events. Assign specializes in the provision of sign language interpreting and translation services across Canada. Their services include video remote interpreting (VRI) by appointment, VRI on-demand and in-person interpreting. ASL and LSQ translations are rendered from text-or video-based content and used for placement on websites, social media posts, training platforms and more.

OCC colleagues also recognize the importance of giving back to the community individually and have set a goal to participate in activities throughout the year. In May and September, OCC Staff participated Cleaning up the Capital. An initiative where local businesses go out and pick up trash around their business. Our team walked up and down the historic Rideau Canal. In February our team participated in a couple events which supported the Ottawa Mission. The first was participation in the Ottawa Mission’s Coldest Night of the Year walk. Our team, along with thousands of Canadians across the country, walked and fundraised to support and serve people and families who are experiencing homelessness, hurt, and hunger in our community. The second event was volunteering for an afternoon at the Ottawa mission, where our team assisted in organizing items with the kitchen so they can efficiently produce thousands of meals a day.

OPERATING STATISTICS 2023-24

Number of events: **343**

Number of conventions: **51**

Number of trade & consumer shows: **2**

Number of meetings: **190**

Other Events: **100**

Revenue: **\$23.6M**

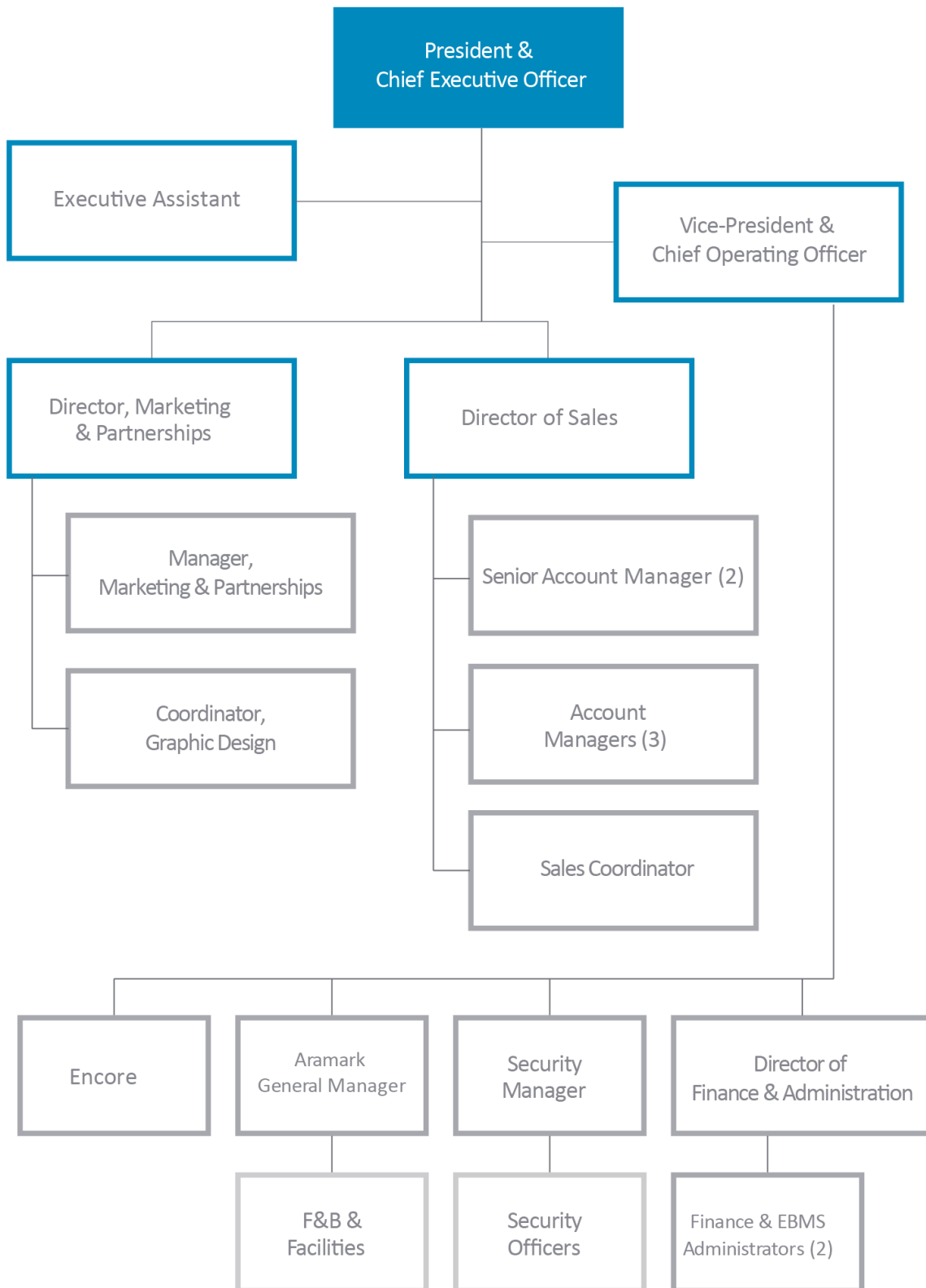
Operating Surplus (Deficit): **\$3.53M**

DISCLOSURE OF REMUNERATION

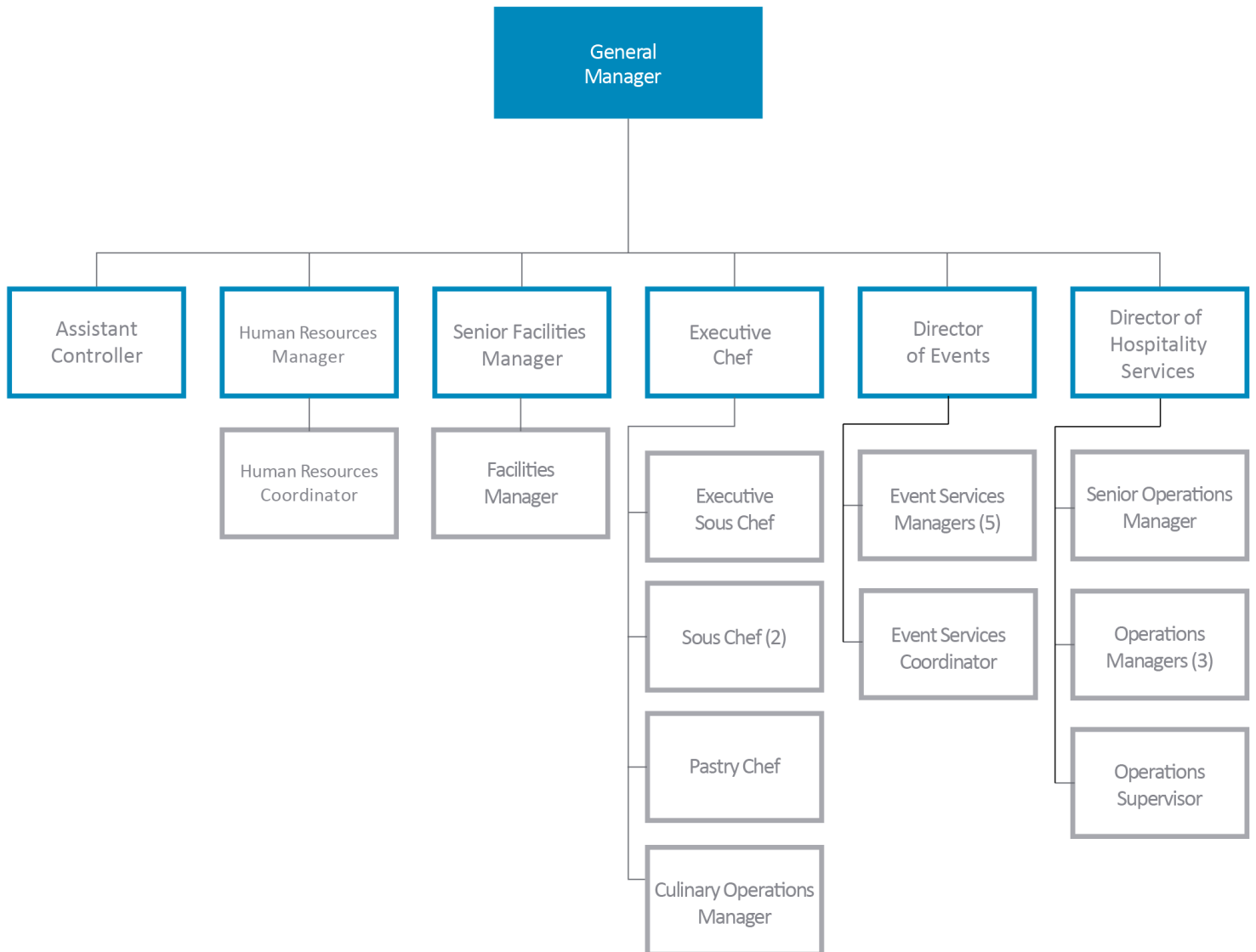
Members of the OCC Board of Directors are entitled to remuneration for attendance at the board, committee and other meetings as required. Outlined below is the total remuneration paid to each director for the fiscal year 2023-2024.

Name	Title	Amount
Jim Armour	Chair	\$ 2,475
Debra Armstrong	Director	\$ 1,350
Cynthia Bland	Director	\$ 450
Michael Crockatt	Director	\$ 600
Yilong Ma	Director	\$ 600
Ann Matejicka	Director	\$ 450
David Muir	Director	\$ 1,050
Jagdeep Perhar	Director	\$ 600
Stephanie Plante	Director	-
Fred Sherman	Director	\$ 900
Kay Stanley	Director	\$ 750

OTTAWA CONVENTION CENTRE ORGANIZATIONAL STRUCTURE



OTTAWA CONVENTION CENTRE FOOD SERVICE PROVIDER



Ottawa Convention Centre Corporation/ Société du Centre des Congrès d'Ottawa

Financial Statements
March 31, 2024

To the Members of Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa:

Opinion

We have audited the financial statements of Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa (the "Centre"), which comprise the statement of financial position as at March 31, 2024, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Centre as at March 31, 2024, and the results of its 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 Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Centre 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.

Other Information

Management is responsible for the other information. The other information comprises the audited financial information included in the annual report, but does not include the financial statements and our auditor's report thereon. The annual report is expected to be made available to us after the date of this auditor's report.

Our opinion on the financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

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 Centre'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 Centre or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Centre'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 Centre'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 Centre'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 Centre 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.

Ottawa, Ontario

June 20, 2024

MNP LLP

Chartered Professional Accountants

Licensed Public Accountants

Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa

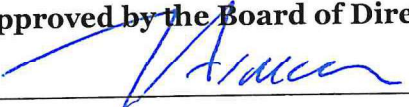
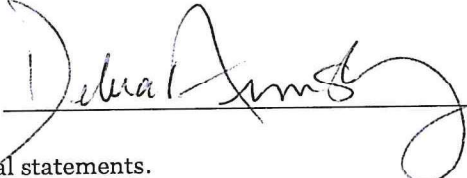
Statement of Financial Position

At March 31, 2024

	2024 \$	2023 \$
Assets		
Current assets		
Cash	10,224,815	9,367,570
Accounts receivable (note 4)	3,347,552	2,233,296
Prepaid expenses	151,757	131,989
	13,724,124	11,732,855
Property and equipment (note 5)	122,130,365	125,138,810
	135,854,489	136,871,665
Liabilities and Net Assets		
Current liabilities		
Accounts payable and accrued liabilities	3,081,070	2,907,743
Current portion of deferred revenue and deposits	3,551,561	3,723,527
Current portion of long-term debt (note 7)	214,071	204,312
	6,846,702	6,835,582
Non-current liabilities		
Deferred revenue and deposits	630,809	464,229
Long-term debt (note 7)	27,807,514	28,021,586
Deferred contributions related to property and equipment (note 8)	87,492,874	89,939,351
	122,777,899	125,260,748
Net assets	13,076,590	11,610,917
	135,854,489	136,871,665

Commitments (note 12)

Approved by the Board of Directors

 Director  Director

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

Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa

Statement of Operations

For the year ended March 31, 2024

	2024 \$	2023 \$
Revenue		
Food and beverage	13,541,033	9,447,537
Space rental	6,071,642	4,694,773
Commissions	3,008,128	2,180,037
Advertising	611,364	540,062
Interest earned	438,320	216,714
	<u>23,670,487</u>	<u>17,079,123</u>
Expenses (note 9)		
Direct	9,739,703	7,032,812
Facilities	6,496,103	5,265,469
Selling, general and administrative	3,901,632	3,370,494
	<u>20,137,438</u>	<u>15,668,775</u>
Excess of revenues over expenses before undernoted items	3,533,049	1,410,348
Interest on long-term debt	(1,025,687)	(1,034,995)
Amortization of deferred contributions related to property and equipment	3,731,477	3,625,509
Amortization of property and equipment	<u>(4,773,166)</u>	<u>(4,957,803)</u>
Excess of revenue over expenses (expenses over revenues)	1,465,673	(956,941)
Government assistance (note 2), (note 4), (note 14)	<u>-</u>	<u>2,200,659</u>
Excess of revenues over expenses for the year	<u>1,465,673</u>	<u>1,243,718</u>

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

Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa

Statement of Changes in Net Assets

For the year ended March 31, 2024

	2024 \$	2023 \$
Net assets – Beginning of year	11,610,917	10,367,199
Excess of revenues over expenses for the year	1,465,673	1,243,718
Net assets – End of year	<u>13,076,590</u>	<u>11,610,917</u>

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

Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa

Statement of Cash Flows

For the year ended March 31, 2024

	2024 \$	2023 \$
Cash provided by (used in)		
Operating activities		
Excess of revenues over expenses for the year	1,465,673	1,243,718
Items not affecting cash		
Amortization of property and equipment	4,773,166	4,957,803
Amortization of deferred contributions related to property and equipment	(3,731,477)	(3,625,509)
	2,507,362	2,576,012
Net change in non-cash working capital balances related to operations (note 10)	(966,083)	137,571
	1,541,279	2,713,583
Capital activities		
Purchase of property and equipment	(1,764,721)	(572,982)
Capital contributions received	1,285,000	1,918,951
Financing activities		
Repayment of long-term debt	(204,313)	(195,005)
Increase in cash during the year	857,245	3,864,547
Cash – Beginning of year	9,367,570	5,503,023
Cash – End of year	10,224,815	9,367,570
Supplementary information		
Interest paid	1,025,687	1,034,995
Supplementary non-cash capital activities		
Capital contributions receivable	2,030,127	1,565,000

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

Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa

Notes to Financial Statements

March 31, 2024

1 Nature of organization

The Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa ("the Centre") was incorporated by a special act of the Ontario Provincial Legislature. The mandate of the Centre is to operate, maintain and manage an international class convention centre facility in the City of Ottawa in a manner that will promote and develop tourism and industry in Ontario. The Centre is exempt from income taxes.

2 Impact on operations of COVID-19 (coronavirus)

In early March 2020, the impact of the global outbreak of COVID-19 (coronavirus) began to have a significant impact on businesses through the restrictions put in place by the Canadian, provincial, and municipal governments regarding travel, business operations and isolation/quarantine orders.

COVID-19 had a profound impact on the Centre's operations due to significant limitations on public gatherings for extended periods of time, cancellation of events and domestic and international travel. These factors adversely affected demand for and the ability of the Centre to provide its services, forcing the Centre to temporarily halt substantially all of its operations during the years ended March 31, 2021 and 2022.

The impact of COVID-19 was partially offset by Government assistance in those years, in addition to \$2,200,659 received during the year ended March 31, 2023, which was obtained from the Ministry of Heritage, Sport, Tourism and Culture Industries (the "Ministry") pursuant to an Ontario Transfer Payment Agreement (note 14).

3 Summary of significant accounting policies

Basis of presentation

The financial statements of the Centre are prepared in accordance with Canadian Public Sector Accounting Standards (PSAS), including accounting standards that apply to government not-for-profit organizations.

Revenue recognition

Revenue from food, beverage, space rental and other is recognized when the related goods or services are provided to the customer. Advertising revenue is recognized in the year in which the advertising is provided to the client. Commission revenue is recognized in the year in which the related event is held.

The Centre follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are recognized. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa

Notes to Financial Statements

March 31, 2024

3 Summary of significant accounting policies (continued)

Contributed materials and services

From time to time, the Centre may receive contributed materials and services. Since these materials and services are either not normally purchased by the Centre or the fair value of the materials or services cannot be reasonably estimated, contributed materials and services are not recognized in these financial statements.

Use of estimates

The preparation of financial statements in conformity with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Significant estimates made in the preparation of these financial statements include the useful lives of property and equipment, allowance for doubtful accounts and certain accrued liabilities. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant.

Property and equipment

Property and equipment are recorded at cost less accumulated amortization. Amortization is provided for using the straight-line method over the estimated useful lives of the various classes of assets, except in the year of acquisition when a pro-rated share of the year's amortization is recorded based on the fiscal quarter in which the asset is acquired. Amortization is calculated at the following rates:

Building	40 years straight-line
Software	5 years straight-line
Furniture, equipment and fixtures	10 years straight-line
Technology network	15 years straight-line

The Centre reviews long-lived assets for impairment whenever events or changes in circumstances indicate the asset no longer has any long-term service potential to the Centre. The impairment loss, if any, is the excess of the carrying value over any residual value. Impairment losses are not reversed in future periods.

Deferred revenue and deposits

Deferred revenue and deposits represent amounts received in advance from customers in relation to services to be rendered in future periods.

Deferred contributions related to property and equipment

Deferred contributions represent amounts received from various levels of government to be used towards the construction and purchase of property and equipment. An additional contribution was also received from one of the Centre's significant partners.

Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa

Notes to Financial Statements

March 31, 2024

3 Summary of significant accounting policies (continued)

Deferred contributions related to property and equipment (continued)

Deferred contributions received from the government are recognized as revenue on the same basis as the amortization of property and equipment.

The deferred contributions received from the Centre's significant partner are recognized over the term of the agreement.

Employee future benefits

All full-time employees of the Centre are eligible to be members of the Centre's defined contribution pension plan which offers employees a pension benefit, upon retirement or termination, based on the accumulated contributions made by the individual employee and by the Centre, on their behalf, plus any investment earnings on these contributions. Contributions required to be made by the Centre are recorded in the period in which employee services are rendered.

During the year, the Centre recorded an expense of \$130,513 (2023 – \$109,845) for contributions made to the defined contribution pension plan, which is included in selling, general and administrative expenses.

Financial instruments

The Centre's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, and long-term debt.

The Centre has classified its financial instruments as follows:

Asset/liability	Measurement
Cash	fair value
Accounts receivable	amortized cost
Accounts payable and accrued liabilities	amortized cost
Long-term debt	amortized cost

Government assistance

The Centre will recognize government grants when there is reasonable assurance that it will comply with the conditions required to qualify for the grant, and that the grant will be received. The Centre recognizes Ontario Transfer Payment grants as non-recurring revenue.

Ottawa Convention Centre Corporation / Société du Centre des Congrès d'Ottawa

Notes to Financial Statements

March 31, 2024

4 Related party transactions

The Centre is related through common ownership to all Province of Ontario ministries, agencies, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount. During the year ended March 31, 2024 the Centre received \$Nil (2023 - \$2,200,659) from the Ministry to assist with the payment of operating costs and replenishment of client deposit accounts (note 14) and \$1,285,000 (2023 - \$1,918,951) of contributions from the Ministry to be used towards the purchase of property and equipment (note 8). Of these amounts, an aggregate of \$2,030,127 is included in accounts receivable at March 31, 2024 (2023 - \$1,565,000).

5 Property and equipment

	2024		
	Cost \$	Accumulated amortization \$	Net carrying amount \$
Building	170,840,512	55,450,169	115,390,343
Software	282,267	217,978	64,289
Furniture, equipment and fixtures	14,519,838	8,927,623	5,592,215
Technology network	2,476,912	2,146,657	330,255
Land	753,263	-	753,263
	<u>188,872,792</u>	<u>66,742,427</u>	<u>122,130,365</u>
	2023		
	Cost \$	Accumulated amortization \$	Net carrying amount \$
Building	170,840,512	51,179,156	119,661,356
Software	210,834	210,834	-
Furniture, equipment and fixtures	13,077,855	8,849,046	4,228,809
Technology network	2,476,912	1,981,530	495,382
Land	753,263	-	753,263
	<u>187,359,376</u>	<u>62,220,566</u>	<u>125,138,810</u>

6 Credit facility

At March 31, 2024, the Company has an available credit facility of \$3,000,000 (2023 - \$3,000,000) which bears interest at prime rate and is repayable on demand. It is secured by a general security agreement on all personal property. At March 31, 2024 and 2023, no amounts were drawn with respect to this credit facility.

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7 Long-term debt

On May 4, 2018, the Centre was granted a release of its obligation to repay a \$40,000,000 loan plus interest to the Ontario Financing Authority (the "OFA"). The release was for the full amount of any outstanding principal and interest totalling \$51,628,557 as of the effective date of March 31, 2018. As a result, a new agreement was signed requiring the Centre to make annual payments of \$1,000,000 to the OFA in perpetuity subject to the Centre's ability to make such payments and the guarantee it obtained from the Ministry. At the time of the agreement, the future cash flows related to this obligation were valued at the Net Present Value of a perpetuity using a 3.63% discount rate (which was based on the Province of Ontario's 25-year borrowing rate at that time plus a 0.5% premium reflecting the Centre's credit risk) and disclosed below totalling \$27,583,238.

As part of the new agreement with the OFA, the Centre obtained a guarantee from the Ministry, a related party through common control, to pay any shortfall in the required annual payment each year to the OFA on behalf of the Centre. The Centre is not obligated to repay any amounts paid by the Ministry under this guarantee.

The new agreement with the OFA also requires the Centre to make additional annual payments to the OFA to the extent excess cash flow from operations permits. The agreement with the OFA stipulates that the amount of any such additional payment will be negotiated annually by the Centre and the OFA based on actual operating results for the particular year as well as taking into consideration the Centre's three-year plan, including its capital plan.

	March 31, 2024 \$	March 31, 2023 \$
Present value of non-interest bearing obligation to pay \$1,000,000 per year to the OFA in perpetuity, discounted at a rate of 3.63% per annum	27,583,238	27,583,238
Debt related to acquisition of technology services network, bearing interest at 4.73% per annum and requiring blended monthly payments of \$19,167 (2023 - \$19,167) from April 2011 through March 2026	438,347	642,660
	28,021,585	28,225,898
Less: Current portion	214,071	204,312
	27,807,514	28,021,586

Principal payments required on long-term debt obligations, excluding the \$1,000,000 annual amount payable to the OFA, to fully extinguish the debt over the next two years are as follows:

Year Ending March 31	\$
2025	214,066
2026	224,282

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March 31, 2024

8 Deferred contributions

	2024 \$	2023 \$
Balance – Beginning of year	89,939,351	91,645,909
Contributions from the Ministry of Heritage, Sport, Tourism and Culture	1,285,000	1,918,951
Amortization	(3,731,477)	(3,625,509)
Balance – End of year	87,492,874	89,939,351

9 Expenses

Expenses presented by function are represented as follows:

	2024 \$	2023 \$
Direct	9,739,703	7,032,812
Facilities	11,269,269	10,223,272
Selling, general and administrative	3,901,632	3,370,494
Financial	1,025,687	1,034,995
	25,936,291	21,661,573

The above presentation of expenses by function excludes the amortization of deferred contributions related to property and equipment, as these are considered revenue in accordance with the Centre's accounting policies described in note 2.

10 Net change in non-cash working capital balances

The net change in non-cash working capital balances consists of the following changes in current assets and liabilities:

	2024 \$	2023 \$
Accounts receivable	(1,114,256)	(1,428,846)
Prepaid expenses	(19,768)	(5,576)
Accounts payable and accrued liabilities	173,327	1,270,690
Deferred revenue and deposits – Current	(171,966)	583,405
Deferred revenue and deposits – Long-term	166,580	(282,102)
	(966,083)	137,571

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11 Financial instruments and risk management

The following classification system is used to describe the basis of the inputs used to measure the fair values of financial instruments in the fair value measurement category:

- Level 1 – Quoted prices (unadjusted) in active markets for identical assets or liabilities;
- Level 2 – Market based inputs other than quoted prices that are observable for the asset or liability either directly or indirectly; and
- Level 3 – Inputs for the asset or liability that are not based on observable market data; assumptions are based on the best internal and external information available and are most suitable and appropriate based on the type of financial instrument being valued in order to establish what the transaction price would have been on the measurement date in an arm's length transaction.

Cash, being the only financial instrument measured at fair value, was measured as a Level 1 financial instrument.

Credit risk

Credit risk refers to the risk resulting from the possibility that parties may default on their financial obligations to the Centre. The Centre's booking policies are designed to minimize the amounts due from customers upon the conclusion of their event and thereby reduce the Centre's exposure to credit risk. Further, the Centre's management performs regular reviews of the creditworthiness of its customers and has collection policies that management feels are adequate to minimize losses in this area. The Centre does not consider its accounts receivable as presenting any significant credit risk.

At March 31, 2024, the Centre did not have any accounts receivable that were past due but not impaired.

Furthermore, in May 2018, the Centre obtained a guarantee from the Ministry in relation to its perpetual obligation to the OFA detailed in note 7. The ability of the Centre to draw on this guarantee is subject to the ongoing creditworthiness of the Ministry; however, the Centre does not currently perceive any significant credit risk related to the Ministry.

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Notes to Financial Statements

March 31, 2024

11 Financial instruments and risk management (continued)

Liquidity risk

Liquidity risk refers to the risk that the Centre will encounter difficulty in meeting obligations associated with financial liabilities. The Centre is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, long-term debt and the obligation to pay \$1,000,000 annually to the OFA (note 7). As part of the agreement with the OFA, the Centre obtained a guarantee from the Ministry of Heritage, Sport, Tourism and Culture that it will pay on behalf of the Centre all or a portion of the annual payments due to the OFA to the extent the Centre is unable to make such payments. Given the \$1,000,000 annual payment is required in perpetuity, the annual payment is deemed to be interest expense each year and the present value of the future required annual payments is presented as a long-term liability on the balance sheet and included in the “more than 5 years” category in the table below.

The table below is a maturity analysis of the Centre’s financial liabilities (excluding interest) at March 31, 2024:

	Up to 6 months \$	More than 6 months up to 1 year \$	More than 1 year up to 5 years \$	More than 5 years \$	Total \$
Accounts payable and accrued liabilities	3,065,343	15,727	-	-	3,081,070
Long-term debt	105,788	108,283	224,276	27,583,238	28,021,585
	<u>3,171,131</u>	<u>124,010</u>	<u>224,276</u>	<u>27,583,238</u>	<u>31,102,655</u>

Interest rate risk

Interest rate risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate due to changes in market interest rates. The Centre has \$438,347 (2023 - \$642,660) in debt bearing a 4.73% fixed interest rate annually in relation to the acquisition of technology services network (note 7). Management does not consider the Centre to be exposed to significant interest rate risk.

At March 31, 2024, the Centre’s total exposure to interest rate risk is \$438,347. The Centre’s estimate of the effect on net assets at March 31, 2024, of a one percent increase or decrease in the interest rate on the loan payable, with all other variables held constant, would amount to an approximate increase or decrease of \$4,634 (2023 - \$17,622). In practice, the actual results may differ from this sensitivity analysis and the difference could be material.

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11 Financial instruments and risk management (continued)

The sensitivity analysis included in this note should be used with caution as the changes are hypothetical and are not predictive of future performance. The above sensitivity is calculated with reference to year-end balances and will change due to fluctuations in the balances in the future. In addition, for the purpose of the sensitivity analysis, the effect of a variation in a particular assumption on the fair value of the financial instruments was calculated independently of any change in another assumption. Actual changes in one factor may contribute to changes in another factor, which may magnify or counteract the effect on the fair value of the financial instrument.

12 Commitments

The Centre has entered into facility services and technology services agreements related to the operation of the Centre, both expiring in 2026. Under the facility services agreement, among other terms, the Centre will pay a facility management fee of \$320,000 (2023 – \$310,000) with annual escalations of \$10,000 thereafter. Under the technology services agreement, the Centre will make annual payments adjusted for inflation of \$373,149 (2023 – \$352,027) attributable to the ongoing service agreement.

The Centre has also entered into a telecommunications equipment lease agreement with RCAP which expires April 1, 2026. Under the agreement, the Centre will pay an annual fee of \$23,564 (2023– \$23,589). All figures exclude applicable taxes.

13 Capital management

The Centre's objective when managing capital is to maintain its ability to continue as a going concern in order to execute its mandate to operate a world-class convention facility. The Centre's capital structure is comprised of its net assets, long-term debt and deferred contributions related to property and equipment. The Centre's objective in management of its capital structure is to ensure access to sufficient cash flow to carry out its ongoing operations and service its obligations.

14 Government assistance

In response to the detrimental effect COVID-19 had on the meeting and events industry, the Ministry has provided the Centre with government grants. On June 22, 2021, the Centre entered into an Ontario Transfer Payment Agreement which consisted of grant payments to the Centre to assist with payment of operating costs and replenishment of client deposit accounts.

For the year ended March 31, 2024, the Centre has recognized \$Nil (2023 - \$2,200,659) of Ontario Transfer Payments.