



LIBRARY of PARLIAMENT  
BIBLIOTHÈQUE du PARLEMENT

# FINANCIAL STATEMENTS

**MARCH 31, 2019**

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## Statement of Management Responsibility Including Internal Control over Financial Reporting

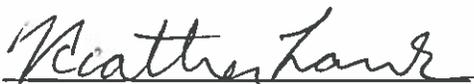
Responsibility for the integrity and objectivity of the accompanying financial statements for the year ended March 31, 2019 and all information contained in these statements rests with the management of the Library of Parliament (the "Library"). These financial statements have been prepared by management using Government of Canada accounting policies, which are based on Canadian public sector accounting standards.

Management is responsible for the integrity and objectivity of the information in these financial statements. Some of the information in the financial statements is based on management's best estimates and judgment, and gives due consideration to materiality. To fulfill its accounting and reporting responsibilities, management maintains a set of accounts that provides a centralized record of the Library's financial transactions. Financial information submitted in the preparation of the *Public Accounts of Canada*, and included in the *Library's Annual Report*, is consistent with these financial statements.

Management is also responsible for maintaining an effective system of internal control over financial reporting ("ICFR") designed to provide reasonable assurance that financial information is reliable, that assets are safeguarded and that transactions are properly authorized and recorded in accordance with the *Financial Administration Act* and other applicable legislation, regulations, authorities and policies.

Management seeks to ensure the objectivity and integrity of data in its financial statements through careful selection, training and development of qualified staff; through organizational arrangements that provide appropriate divisions of responsibility; through communication programs aimed at ensuring that regulations, policies, standards, and managerial authorities are understood throughout the Library.

At the request of management, these financial statements have been audited by EY, the independent auditors of the Library of Parliament.



Heather Lank  
Parliamentary Librarian  
Ottawa, Canada  
August 1, 2019



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JoAnne St-Gelais  
Chief Financial Officer

## Independent auditor's report

To the  
**Parliamentary Librarian**

### **Opinion**

We have audited the financial statements of the **Library of Parliament** ["LoP"], which comprise the statement of financial position as at March 31, 2019, and the statement of operations and net financial position, the statement of changes in net debt and the statement of 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 LoP as at March 31, 2019 and the results of its operations, the change in its net debt 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 LoP 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 LoP'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 LoP or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing LoP'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.



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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 LoP'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 LoP'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 LoP 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, Canada  
August 1, 2019

*Ernst & Young LLP*

Chartered Professional Accountants  
Licensed Public Accountants



## Statement of Financial Position

As at March 31  
(in dollars)

	<u>2019</u>	<u>2018</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (note 4)	4,685,987	4,961,954
Vacation pay and compensatory leave	2,552,756	2,439,333
Employee future benefits (note 5(b) and (c))	1,939,439	2,082,439
<b>Total net liabilities</b>	<u>9,178,182</u>	<u>9,483,726</u>
<b>Financial assets</b>		
Due from Consolidated Revenue Fund	3,451,819	3,869,223
Accounts receivable and advances (note 6)	1,234,168	1,092,731
<b>Total net financial assets</b>	<u>4,685,987</u>	<u>4,961,954</u>
<b>The Library's net debt</b>	<u>4,492,195</u>	<u>4,521,772</u>
<b>Non-financial assets</b>		
Prepaid expenses	866,155	—
Inventory for resale	497,030	434,590
Tangible capital assets (note 7)	3,253,666	1,944,950
<b>Total non-financial assets</b>	<u>4,616,851</u>	<u>2,379,540</u>
<b>The Library's net financial position</b>	<u>(124,656)</u>	<u>2,142,232</u>
<b>Contractual obligations</b> (note 10)		

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

  
 Heather Lank  
 Parliamentary Librarian  
 Ottawa, Canada  
 August 1, 2019

  
 JoAnne St-Gelais  
 Chief Financial Officer

## Statement of Operations and the Library's Net Financial Position

### For the Year Ended March 31

(in dollars)

	<u>2019 Planned results</u>	<u>2019</u>	<u>2018</u>
<b>Expenses</b>			
Information support for Parliament	47,393,986	45,189,514	43,821,847
Governance and administrative services	13,061,103	12,299,831	13,580,228
<b>Total expenses</b>	<u>60,455,089</u>	<u>57,489,345</u>	<u>57,402,075</u>
<b>Revenues</b>			
Sale of goods	1,000,000	880,312	946,921
<b>Total revenues</b>	<u>1,000,000</u>	<u>880,312</u>	<u>946,921</u>
<b>Transfer to other Parliamentary entity</b>	—	—	349,056
<b>Net cost of operations before government funding and transfers</b>	<u>59,455,089</u>	<u>56,609,033</u>	<u>56,106,098</u>
<b>Government funding and transfers</b>			
Net cash provided by Government		47,756,020	44,316,414
Increase (decrease) in amounts due from Consolidated Revenue Fund		(417,404)	1,166,673
Services provided without charge by other government departments (note 8(a))		11,537,201	11,140,626
Other transfers of assets and liabilities (to)/from other government departments		104	—
<b>Total government funding and transfers</b>		<u>58,875,921</u>	<u>56,623,713</u>
<b>Net cost of operations after government funding and transfers</b>		(2,266,888)	(517,615)
<b>The Library's net financial position – beginning of year</b>		2,142,232	2,659,847
<b>The Library's net financial position – end of year</b>		<u>(124,656)</u>	<u>2,142,232</u>

Segmented information (note 9)

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

**Statement of Change in the Library's Net Debt**  
**For the Year Ended March 31**  
(in dollars)

	<u>2019</u>	<u>2018</u>
Net cost of operations after government funding and transfers	<u>(2,266,888)</u>	<u>(517,615)</u>
<b>Change due to tangible capital assets</b>		
Acquisitions of tangible capital assets	1,942,191	498,256
Amortization of tangible capital assets	(582,346)	(311,508)
Loss on disposal of capital assets	(51,129)	—
<b>Total change due to tangible capital assets</b>	<u>1,308,716</u>	<u>186,748</u>
<b>Change due to inventory for resale</b>	62,440	120,135
<b>Change due to prepaid expenses</b>	<u>866,155</u>	<u>—</u>
<b>Total changes</b>	<u>2,237,311</u>	<u>306,883</u>
<b>Net decrease in the Library's net debt</b>	(29,577)	(210,732)
<b>The Library's net debt – beginning of year</b>	<u>4,521,772</u>	<u>4,732,504</u>
<b>The Library's net debt – end of year</b>	<u>4,492,195</u>	<u>4,521,772</u>

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

## Statement of Cash Flows

### For the Year Ended March 31

(in dollars)

	<u>2019</u>	<u>2018</u>
<b>Operating activities</b>		
Net cost of operations before government funding and transfers	56,609,033	56,106,098
Non-cash items:		
Amortization of tangible capital assets	(582,346)	(311,508)
Loss on disposal of capital assets	(51,129)	—
Services provided without charge by other government departments (note 8(a))	(11,537,201)	(11,140,626)
Transfer of assets from other government departments	(104)	—
Variations in Statement of Financial Position:		
Decrease (increase) in accounts payable and accrued liabilities	275,967	(1,192,759)
Decrease (increase) in vacation pay and compensatory leave	(113,423)	17,576
Decrease in employee future benefits	143,000	193,156
Increase in accounts receivable and advances	141,437	26,086
Increase in prepaid expenses	866,155	—
Increase in inventory for resale	62,440	120,135
<b>Cash used in operating activities</b>	<b><u>45,813,829</u></b>	<b><u>43,818,158</u></b>
<b>Capital investing activities</b>		
Acquisitions of tangible capital assets	1,942,191	498,256
<b>Cash used in capital investing activities</b>	<b><u>1,942,191</u></b>	<b><u>498,256</u></b>
<b>Net cash provided by Government of Canada</b>	<b><u>47,756,020</u></b>	<b><u>44,316,414</u></b>

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

# Notes to the Financial Statements

## For the Year Ended March 31

### 1. Authority and objectives

These statements provide the financial information related to all the operations controlled by the Library of Parliament (the "Library").

Formally established under the *Parliament of Canada Act*, the Library pre-dates Confederation in its efforts to support an informed and accessible Parliament. The Library provides senators, members of Parliament, and parliamentary committees with the independent, non-partisan information they need to examine the issues of the day, consider legislation and hold the government accountable. It preserves Parliament's rich documentary heritage while optimizing access to its important collections. It also welcomes hundreds of thousands of visitors to Parliament each year, and offers interpretive tours and educational programs and products to help the public understand Parliament's role in our democratic system and the important work parliamentarians do.

The activities of the Library can be summarized as follows:

***Information support for Parliament*** – To provide parliamentarians with information, documentation, research and analysis services to help them fulfill their roles as legislators and representatives and to support them in their efforts to make Parliament and information about Parliament accessible to the public.

***Governance and administrative services*** – Activities and resources that enable managers and employees to deliver activities and programs for and about Parliament.

## Notes to the Financial Statements

### For the Year Ended March 31

#### 2. Summary of significant accounting policies

These financial statements have been prepared using the Government of Canada's accounting policies stated below, which are based on Canadian public sector accounting standards. The presentation and results using the stated accounting policies do not result in any significant differences from Canadian public sector accounting standards.

Significant accounting policies are as follows:

- (a) *Parliamentary authorities* – The Library is financed by the Government of Canada through parliamentary authorities. Financial reporting of authorities provided to the Library does not parallel financial reporting according to Canadian generally accepted accounting principles since authorities are primarily based on cash flow requirements. Consequently, items recognized in the Statement of Operations and the Library's Net Financial Position and in the Statement of Financial Position are not necessarily the same as those provided through authorities from Parliament. Note 3 provides a reconciliation between the basis of reporting. The planned results amounts in the "Expenses" and "Revenues" section of the Statement of Operations and the Library's Net Financial Position and in the Segmented Information (note 9) are based on the amounts in the Library's Main Estimates and have been adjusted to reflect amortization of tangible capital assets, accommodation expense, health and dental benefits expenses and sick leave benefits, which are not included in the Main Estimates. Planned results are not presented in the "Government funding and transfers" section of the Statement of Operations and the Library's Net Financial Position or in the Statement of Change in the Library's Net Debt because these amounts were not included in the Main Estimates.
- (b) *Net cash provided by government* – The Library operates within the Consolidated Revenue Fund (the "CRF"), which is administered by the Receiver General for Canada. All cash received by the Library is deposited to the CRF, and all cash disbursements made by the Library are paid from the CRF. The net cash provided from the CRF is the difference between all cash receipts and all cash disbursements including transactions between departments of the Government.
- (c) *Amounts due from the Consolidated Revenue Fund* – Amounts due from the CRF are the result of timing differences at year-end between when a transaction affects authorities and when it is processed through the CRF. Amounts due from the CRF represent the net amount of cash that the Library is entitled to draw from the CRF without further appropriations to discharge its liabilities.
- (d) *Revenues* – Revenues are accounted for in the period in which the underlying transaction or event that gave rise to the revenues takes place.
- (e) *Expenses* – Expenses are recorded on the accrual basis:
  - i. Vacation pay and compensatory leave are accrued as the benefits are earned by employees under their respective terms of employment.
  - ii. Services provided without charge by other government departments for accommodation and the employer's contribution to the health and dental insurance plans are recorded as operating expenses at their estimated cost.

## Notes to the Financial Statements

### For the Year Ended March 31

#### 2. Summary of significant accounting policies (continued)

(f) *Employee future benefits*

- i. Pension benefits: Eligible employees participate in the Public Service Pension Plan (the "Plan"), a multi-employer pension plan administered by the Government of Canada. The Library's contributions to the Plan are charged to expenses in the year incurred and represent the total obligation of the Library to the Plan. The Library's responsibility with regard to the Plan is limited to its contributions. Actuarial surpluses or deficiencies are recognized in the financial statements of the Government of Canada, the Plan's sponsor.
- ii. Severance benefits: Employees entitled to severance benefits under labour contracts or conditions of employment earn these benefits as services necessary to earn them are rendered. The obligation relating to the benefits earned by employees is calculated using information derived from the actual remaining liability for employee severance benefits for the Library as a whole.
- iii. Sick leave: Employees of the Library of Parliament are eligible to accumulate sick leave until termination of employment. Unused sick leave is not eligible for payment on retirement or termination, nor can it be used as vacation. All sick leave is an accumulating non-vesting benefit. A liability is recorded for sick leave balances expected to be taken in excess of future allotments. The cost of sick leave as well as the present value of the obligation is determined using an actuarial valuation. Any gains and losses are recognized in net results in the period in which they arise.

(g) *Accounts receivable and advances* – Accounts receivable and advances are stated at the lower of cost and net recoverable value; a valuation allowance is recorded for receivables where recovery is considered uncertain.

(h) *Inventory for resale* – Inventory is held for resale and is valued at the lower of cost and net realizable value on a first-in, first-out basis.

(i) *Foreign currency transactions* – Transactions involving foreign currencies are translated into Canadian dollar equivalents using rates of exchange in effect at the time of those transactions. Monetary assets and liabilities denominated in a foreign currency are translated into Canadian dollars using the rate of exchange in effect at year-end.

## Notes to the Financial Statements

### For the Year Ended March 31

#### 2. Summary of significant accounting policies (continued)

- (j) *Tangible capital assets* – All tangible capital assets and leasehold improvements having an initial cost of \$2,500 or more are recorded at their acquisition cost. The Library does not capitalize intangible assets, works of art and historical treasures that have cultural, aesthetic or historical value.

Amortization of tangible capital assets is done on a straight-line basis over the estimated useful life of the asset as follows:

<b>Asset Class</b>	<b>Amortization Period</b>
Machinery and equipment	5 years
Other equipment	3 - 15 years
Computer equipment	3 years
Computer software	3 years
Leasehold improvements	over the lease term

- (k) *Collections* – Collections of books and reference materials owned by the Library are charged to expense in the year of acquisition. During the year, the Library incurred \$786,630 in expenditures on collections (\$807,333 in 2017-2018).

- (l) *Measurement uncertainty* – The preparation of these financial statements requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues and expenses reported in the financial statements. At the time of preparation of these statements, management believes the estimates and assumptions to be reasonable. The most significant items where estimates are used are the liability for employee severance benefits, the liability for employee sick leave benefit and the useful life of tangible capital assets. Actual results could significantly differ from those estimated. Management's estimates are reviewed periodically and, as adjustments become necessary, they are recorded in the financial statements in the year they become known.

## Notes to the Financial Statements

### For the Year Ended March 31

### 3. Parliamentary authorities

The Library receives most of its funding through annual parliamentary authorities. Items recognized in the Statement of Operations and the Library's Net Financial Position and in the Statement of Financial Position in one year may be funded through parliamentary authorities in prior, current or future years. Accordingly, the Library has different net results of operations for the year on a government funding basis than on an accrual accounting basis. The differences are reconciled in the following tables:

#### *(a) Reconciliation of net cost of operations to current year authorities used*

	<u>2019</u>	<u>2018</u>
	(in dollars)	
Net cost of operations before government funding and transfers	<u>56,609,033</u>	<u>56,106,098</u>
Adjustments for items affecting net cost of operations but not affecting authorities:		
Amortization of tangible capital assets	(582,346)	(311,508)
Loss on disposal of tangible capital asset	(51,129)	—
Services provided without charge by other government departments	(11,537,201)	(11,140,626)
Decrease (increase) in vacation pay and compensatory leave	(113,423)	17,576
Decrease in employee future benefits	143,000	193,156
Revenue not available for spending	13,358	2,405
Refund of prior year's expenditures	<u>158,241</u>	<u>125,372</u>
Total items affecting net cost of operations but not affecting authorities	<u>(11,969,500)</u>	<u>(11,113,625)</u>
Adjustments for items not affecting net cost of operations but affecting authorities:		
Acquisitions of capital assets	1,942,191	498,256
Increase in accounts receivable & advances	19,072	—
Loans issued on behalf of Government	—	21,248
Increase in prepaid expenses	866,155	—
Increase in inventory for resale	<u>62,440</u>	<u>120,135</u>
Total items not affecting net cost of operations but affecting authorities	<u>2,889,858</u>	<u>639,639</u>
<b>Current year authorities used</b>	<u><b>47,529,391</b></u>	<u><b>45,632,112</b></u>

## Notes to the Financial Statements

### For the Year Ended March 31

#### 3. Parliamentary authorities (continued)

##### *(b) Authorities provided and used*

	<u>2019</u>	<u>2018</u>
	(in dollars)	
Authorities provided:		
Vote 1 – Program expenditures	43,409,962	43,754,877
Statutory amounts	4,647,901	4,519,938
Less:		
Lapsed: Operating	(528,472)	(2,642,703)
<b>Current year authorities used</b>	<b><u>47,529,391</u></b>	<b><u>45,632,112</u></b>

## Notes to the Financial Statements

### For the Year Ended March 31

#### 4. Accounts payable and accrued liabilities

The following table presents details of the Library's accounts payable and accrued liabilities:

	<u>2019</u>	<u>2018</u>
	(in dollars)	
Accounts payable – Other government departments and agencies	317,528	821,259
Accounts payable – External parties	937,144	1,164,647
Total accounts payable	<u>1,254,672</u>	<u>1,985,906</u>
Accrued liabilities	3,431,315	2,976,048
<b>Total accounts payable and accrued liabilities</b>	<b><u>4,685,987</u></b>	<b><u>4,961,954</u></b>

## Notes to the Financial Statements

### For the Year Ended March 31

#### 5. Employee future benefits

**(a) Pension benefits:** The Library's employees participate in the Public Service Pension Plan (the "Plan"), which is sponsored and administered by the Government of Canada. Pension benefits accrue up to a maximum period of 35 years at a rate of 2 percent per year of pensionable service, times the average of the best five consecutive years of earnings. The benefits are integrated with Canada/Québec Pension Plan benefits and they are indexed to inflation.

Both the employees and the Library contribute to the cost of the Plan. Due to the amendment of the *Public Service Superannuation Act* following the implementation of provisions related to *Economic Action Plan 2012*, employee contributors have been divided into two groups – Group 1 relates to existing plan members as of December 31, 2012, and Group 2 relates to members joining the Plan as of January 1, 2013. Each group has a distinct contribution rate.

The 2018-2019 expense amounts to \$3,241,446 (\$3,078,078 in 2017-2018). For Group 1 members, the expense represents approximately 1.01 times (1.01 times in 2017-2018) the employee contributions and, for Group 2 members, approximately 1.00 times (1.00 times in 2017-2018) the employee contributions.

The Library's responsibility in regards to the Plan is limited to its contributions. Actuarial surpluses or deficiencies are recognized in the Financial Statements of the Government of Canada, as the Plan's sponsor.

**(b) Severance benefits:** The Library provides severance benefits to its employees based on eligibility, years of service and salary at termination of employment. These severance benefits are not pre-funded. Benefits will be paid from future authorities. Information about the severance benefits, measured as at March 31, is as follows:

	2019	2018
	(in dollars)	
<b>Accrued benefit obligation – Beginning of year</b>	<b>930,074</b>	<b>1,218,595</b>
Expense (recovery) for the year	146,117	(171,850)
Benefits paid during the year	(356,360)	(116,671)
<b>Accrued benefit obligation – End of year</b>	<b>719,831</b>	<b>930,074</b>

As part of collective agreement negotiations with all employee groups, and changes to conditions of employment for executives and certain non-represented employees, the accumulation of severance benefits under the employee severance pay program ceased for these employees commencing in 2012. Employees subject to these changes have been given the option to be immediately paid the full or partial value of benefits earned to date or collect the full or remaining value of benefits on termination from the public service. These changes have been reflected in the calculation of the outstanding severance benefit obligation.

## Notes to the Financial Statements

### For the Year Ended March 31

#### 5. Employee future benefits (continued)

**(c) Sick leave benefits:** The Library provides benefits for sick leave to its eligible employees consisting of one and one-quarter (1¼) days of sick leave per calendar month. Sick leave can only be used for paid time off at the employee's normal rate of pay when the employee is unable to perform their duties because of illness or injury. Unused sick leave benefits accumulate during the employee's period of service, and no payment is due to employees upon termination of employment for unused days. Information about the sick leave benefits, measured as at March 31, is as follows:

	<u>2019</u>	<u>2018</u>
	(in dollars)	
<b>Employee sick leave benefit obligation – beginning of year</b>	<b>1,152,365</b>	<b>1,057,000</b>
Expense for the year		
Current service cost	196,000	184,000
Interest cost	23,000	18,000
Actuarial loss / (gain)	(1,757)	24,365
	<u><b>1,369,608</b></u>	<u><b>1,283,365</b></u>
Benefits paid during the year	(150,000)	(131,000)
	<u><b>1,219,608</b></u>	<u><b>1,152,365</b></u>

At the end of fiscal year 2018-2019, an actuarial valuation of the Library's employee sick leave benefit obligation was completed using the projected benefit method prorated on service. The significant actuarial assumptions adopted in measuring the employee sick leave benefit obligation are as follows:

	<u>2019</u>	<u>2018</u>
Discount rate	1.60%	2.10%
Rate of compensation economic increase per year	2.40%	2.40%
Average remaining service period of active employees	14.8 years	14.8 years

## Notes to the Financial Statements

### For the Year Ended March 31

#### 6. Accounts receivable and advances

The following table presents details of the Library's accounts receivable and advances balances:

	<u>2019</u>	<u>2018</u>
	(in dollars)	
Receivables – Other government departments and agencies	1,192,766	673,017
Receivables – External parties	40,552	396,865
Employee advances	850	22,849
	<u>1,234,168</u>	<u>1,092,731</u>
<b>Net accounts receivable</b>		

## Notes to the Financial Statements

### For the Year Ended March 31

#### 7. Tangible capital assets

(in dollars)

Capital asset class	Cost					Accumulated amortization				Net book value	
	Opening balance	Acquisitions	Adjustments	Disposals and write-downs	Closing balance	Opening balance	Amortization	Disposals and write-downs	Closing balance	2019	2018
Machinery and equipment	637,837	64,655	—	(223,045)	479,447	588,164	24,190	(223,046)	389,308	90,139	49,673
Other equipment	2,800,372	88,028	—	(515,808)	2,372,592	1,996,253	136,721	(464,687)	1,668,287	704,305	804,119
Computer equipment	1,684,411	162,323	—	(1,153,134)	693,600	1,640,576	28,130	(1,153,125)	515,581	178,019	43,835
Computer software	1,664,581	128,989	979,811	(994,060)	1,779,321	1,597,069	393,305	(994,060)	996,314	783,007	67,512
Leasehold improvements	135,558	—	—	—	135,558	135,558	—	—	135,558	—	—
Asset under development	979,811	1,498,196	(979,811)	—	1,498,196	—	—	—	—	1,498,196	979,811
<b>Total</b>	<b>7,902,570</b>	<b>1,942,191</b>	<b>—</b>	<b>(2,886,047)</b>	<b>6,958,714</b>	<b>5,957,620</b>	<b>582,346</b>	<b>(2,834,918)</b>	<b>3,705,048</b>	<b>3,253,666</b>	<b>1,944,950</b>

## Notes to the Financial Statements

### For the Year Ended March 31

#### 8. Related party transactions

The Library is related, as a result of common ownership, to all Government of Canada departments, agencies and Crown corporations. The Library enters into transactions with these entities in the normal course of business and on normal trade terms. In addition, the Library has agreements with the House of Commons related to the provision of information technology services. During the year, the Library received common services that were obtained without charge from other Government departments as presented in part (a) below.

##### *(a) Common services provided without charge by other government departments*

During the year, the Library received services without charge from certain common service organizations, related to accommodation and the employer's contribution to the health and dental insurance plans. These services provided without charge have been recorded in the Library's Statement of Operations and Net Financial Position as follows:

	<u>2019</u>	<u>2018</u>
	(in dollars)	
Accommodation	8,671,244	8,511,001
Employer's contribution to health and dental insurance plan	2,865,957	2,629,625
<b>Total</b>	<b><u>11,537,201</u></b>	<b><u>11,140,626</u></b>

The Government has centralized some of its administrative activities for efficiency, cost-effectiveness purposes and economic delivery of programs to the public. As a result, the Government uses central agencies and common service organizations so that one department performs services for all other departments and agencies without charge. The costs of these services, such as the payroll, cheque issuance and translation services provided by Public Services and Procurement Canada ("PSPC"), are not included in the Library's Statement of Operations and the Library's Net Financial Position. In addition, the costs of maintenance, identity cards, transportation and messenger services provided by the Senate and the House of Commons are also not included in the Library's Statement of Operations and the Library's Net Financial Position.

## Notes to the Financial Statements

### For the Year Ended March 31

#### 8. Related party transactions (continued)

##### *b) Other transactions with related parties*

	<u>2019</u>	<u>2018</u>
	(in dollars)	
Accounts receivable – Other government departments and agencies	1,192,766	673,017
Accounts payable – Other government departments and agencies	317,528	821,259
Expenses – Other government departments and agencies	7,611,228	5,970,336
Boutique Sales – Other government departments and agencies	19,686	44,717

Expenses and revenues disclosed in note 8(b) exclude common services provided without charge, which are already disclosed in note 8(a)

## Notes to the Financial Statements

### For the Year Ended March 31

#### 9. Segmented information

Presentation by segment is based on the Library's program activity structure. The presentation by segment is based on the same accounting policies as described in the Summary of significant accounting policies in note 2. The following table presents the expenses incurred and revenues generated for the main program activities, by major object of expenses and by major type of revenues. The segment results for the period are as follows:

	2019			2018	
	Planned results	Information support for Parliament	Governance and administrative services	Total	Total
<b>Expenses</b>					
Salaries and employee benefits	40,497,125	33,198,481	7,612,000	40,810,481	39,738,660
Accommodation	8,914,621	7,070,649	1,600,595	8,671,244	8,511,001
Professional and special services	3,383,505	970,047	1,591,105	2,561,152	3,056,726
Material, equipment and supplies	4,482,000	2,054,026	445,577	2,499,603	3,452,484
Rentals	1,100,000	10,804	459,474	470,278	750,185
Communications, travel and relocation	553,000	412,639	251,125	663,764	597,832
Amortization of tangible capital assets	311,508	473,296	109,050	582,346	311,508
Information	600,000	489,942	84,861	574,803	439,636
Cost of goods sold	513,330	481,579	—	481,579	513,330
Repairs and maintenance	100,000	4,359	118,607	122,966	30,713
Loss on disposal of TCA	—	23,692	27,437	51,129	—
<b>Total expenses</b>	<b>60,455,089</b>	<b>45,189,514</b>	<b>12,299,831</b>	<b>57,489,345</b>	<b>57,402,075</b>
<b>Revenues</b>					
Sale of goods	1,000,000	880,312	—	880,312	946,921
<b>Total revenues</b>	<b>1,000,000</b>	<b>880,312</b>	<b>—</b>	<b>880,312</b>	<b>946,921</b>
<b>Transfer to Other Parliamentary Entity</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>349,056</b>
<b>Net cost from continuing operations</b>	<b>59,455,089</b>	<b>44,309,202</b>	<b>12,299,831</b>	<b>56,609,033</b>	<b>56,106,098</b>

## Notes to the Financial Statements

### For the Year Ended March 31

#### 10. Contractual obligations

The Library has entered into contractual obligations. Commitments for contractual obligations are as follows:

2020	1,281,107
2021	832,730
2022	219,745
Total	<u>2,333,582</u>