#### CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013



## For the year ended December 31, 2013

## **INDEX**

|  | Page    |
|--|---------|
| INDEPENDENT AUDITORS' REPORT                                 | 1       |
| FINANCIAL STATEMENTS   |         |
| Consolidated Statement of Financial Position                 | 2       |
| Consolidated Statement of Operations and Accumulated Surplus | 3       |
| Consolidated Statement of Changes in Net Financial Assets    | 4       |
| Consolidated Statement of Cash Flows                         | 5       |
| Notes to the Consolidated Financial Statements               | 6 - 15  |
| Schedule of Tangible Capital Assets                          | 16      |
| Schedule of Segmented Information                            | 17 - 19 |



P.O. Box 367, 96 Nelson Street Brantford, Ontario N3T 5N3 Telephone: (519) 759-3511

Facsimile: (519) 759-7961

#### INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of The Corporation of the Township of North Dumfries

We have audited the accompanying consolidated financial statements of The Corporation of the Township of North Dumfries which comprise the consolidated statement of financial position as at December 31, 2013, consolidated statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditors' Responsibility**

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Township management, as well as evaluating the overall presentation of the consolidated financial statements.

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

#### **Opinion**

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of North Dumfries as at December 31, 2013, and its consolidated results of operations, its consolidated change in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

November 21, 2014 Brantford, Ontario CHARTERED PROFESSIONAL ACCOUNTANTS
Licensed Public Accountants

Millard, Kouse & Kosebragh LLP

## CONSOLIDATED STATEMENT OF FINANCIAL POSITION

| As at December 31                                    | 2013       | 2012       |
|--|------------|------------|
| FINANCIAL ASSETS                                     |            |            |
| Cash and bank  | 2,010,477  | 5,079,255  |
| Taxes receivable (Note 4)                            | 1,544,391  | 1,359,480  |
| Accounts and grants receivable (Note 5)              | 1,271,126  | 522,939    |
| Investment in Cambridge and North Dumfries           |            |            |
| Energy Plus Inc. (Note 6)                            | 6,278,287  | 6,084,231  |
| Notes receivable (Note 7)                            | 3,019,708  | 3,019,708  |
| TOTAL FINANCIAL ASSETS                               | 14,123,989 | 16,065,613 |
|  |            |            |
| FINANCIAL LIABILITIES                                |            |            |
| Accounts payable and accrued liabilities             | 753,571    | 2,377,894  |
| Other current liabilities                            | 446,368    | 185,281    |
| Deferred revenue (Obligatory Reserve Funds) (Note 8) | 1,155,508  | 1,260,729  |
| Employee post employment benefits (Note 11)          | 216,662    | 210,733    |
| Net long-term liabilities (Note 9)                   | 2,203,104  | 2,365,001  |
| TOTAL LIABILITIES                                    | 4,775,213  | 6,399,638  |
| NET FINANCIAL ASSETS                                 | 9,348,776  | 9,665,975  |
| NON-FINANCIAL ASSETS                                 |            |            |
| Tangible capital assets - net (Schedule 1)           | 23,880,387 | 23,447,318 |
| Inventories and prepaid expenses                     | 41,482     | 45,049     |
|  | 23,921,869 | 23,492,367 |
| NET ASSETS   | 33,270,645 | 33,158,342 |
| ACCUMULATED SURPLUS (Note 12)                        | 33,270,645 | 33,158,342 |
|  |            |            |

# THE CORPORATION OF THE TOWNSHIP OF NORTH DUMFRIES CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS

| For the year ended December 31                       | <b>Budget</b> (Note 17) | 2013                 | 2012                 |
|--|-------------------------|----------------------|----------------------|
| REVENUES   |                         |                      |                      |
| Residential and farm taxation                        | 3,490,514               | 2,526,467            | 2,388,673            |
| Commercial, industrial and business taxation         | -                       | 1,068,578            | 1,013,910            |
| Taxation from other governments                      | -                       | 81,508               | 75,316               |
| Fees and user charges (Note 13)                      | 726,515                 | 827,985              | 884,518              |
| Canada grants  | -                       | 131,472              | 46,900               |
| Ontario grants                                       | 303,800                 | 331,195              | 337,500              |
| Recoveries from other municipalities                 | 20,000                  | 6,743                | 4,830                |
| Other revenue (Note 16)                              | 932,927                 | 1,708,603            | 2,896,771            |
|  | 5,473,756               | 6,682,551            | 7,648,418            |
| Change in equity in Cambridge and North Dumfries     |                         | 104.056              | 102 207              |
| Energy Plus Inc. (Note 6)  TOTAL REVENUES            | 5,473,756               | 194,056<br>6,876,607 | 183,207<br>7,831,625 |
| TOTAL REVENUES                                       | 3,473,730               | 0,870,007            | 7,031,023            |
| EXPENSES   |                         |                      |                      |
| General government                                   | 1,003,750               | 1,082,226            | 1,030,892            |
| Interest   | 100,885                 | 100,493              | 104,146              |
| Protection services                                  | 1,288,465               | 1,355,614            | 1,278,913            |
| Transportation services                              | 2,056,760               | 1,727,009            | 1,613,645            |
| Environmental services                               | -                       | 37,065               | 39,301               |
| Recreation and cultural services                     | 1,232,102               | 1,352,914            | 1,096,581            |
| Planning and development                             | 231,175                 | 316,041              | 253,071              |
|  | 5,913,137               | 5,971,362            | 5,416,549            |
| INCOME BEFORE UNDER-NOTED ITEMS                      | (439,381)               | 905,245              | 2,415,076            |
| OTHER INCOME/(EXPENSE)                               |                         |                      |                      |
| Gain on disposal of tangible capital assets          | 10,000                  | 11,590               | 14,120               |
| Amortization of tangible capital assets (Schedule 1) | 10,000                  | (804,532)            | (759,251)            |
| Amortization of tanglote capital assets (Schedule 1) | 10,000                  | (792,942)            | (745,131)            |
|  |                         |                      | <u> </u>             |
| ANNUAL SURPLUS FROM OPERATIONS                       | (429,381)               | 112,303              | 1,669,945            |
| ACCUMULATED SURPLUS - BEGINNING OF YEAR              | -                       | 33,158,342           | 31,488,397           |
| ACCUMULATED SURPLUS - END OF YEAR                    | (429,381)               | 33,270,645           | 33,158,342           |

## CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

| For the year ended December 31                                  | 2013        | 2012        |
|---|-------------|-------------|
| Annual Sumulus from Operations                                  | 112 202     | 1 660 045   |
| Annual Surplus from Operations                                  | 112,303     | 1,669,945   |
| Amortization of tangible capital assets                         | 804,532     | 759,251     |
| Acquisition of tangible capital assets (net of transferred CIP) | (1,237,601) | (1,107,087) |
| (Gain) on disposal of tangible capital assets                   | (11,590)    | (14,120)    |
| Proceeds on disposal of tangible capital assets                 | 11,590      | 14,120      |
| Inventories and prepaid expenses                                | 3,567       | (9,253)     |
| Increase/(Decrease) in Net Financial Assets                     | (317,199)   | 1,312,856   |
| Net Financial Assets - Beginning of Year                        | 9,665,975   | 8,353,119   |
| Net Financial Assets - End of Year                              | 9,348,776   | 9,665,975   |

## CONSOLIDATED STATEMENT OF CASH FLOWS

| For the year ended December 31                                     | 2013               | 2012        |
|--|--------------------|-------------|
| Operating Activities   |                    |             |
| Annual Surplus from operations                                     | 112,303            | 1,669,945   |
| sources (uses) of cash:  |                    |             |
| Taxes receivable   | (184,911)          | (154,739)   |
| Accounts receivable  | (748,187)          | 446,515     |
| Accounts payable and accruals                                      | (1,624,323)        | 1,311,914   |
| Employee post employment benefits                                  | 5,929              | 8,340       |
| Deferred revenues - obligatory reserve funds                       | (105,221)          | (349,078)   |
| Other current liabilities  | 261,087            | 173,042     |
| Inventories and prepaid expenses                                   | 3,567              | (9,253)     |
|  | (2,279,756)        | 3,096,686   |
| Non-cash charges to operations:                                    |                    |             |
| Amortization   | 804,532            | 759,251     |
| (Gain) on disposal of assets                                       | (11,590)           | (14,120)    |
| <b>Cash Provided by Operating Transactions</b>                     | (1,486,814)        | 3,841,817   |
| Capital Activities   |                    |             |
| Acquisition of tangible capital assets (net of transferred CIP)    | (1,237,601)        | (1,107,087) |
| Proceeds on disposal of tangible capital assets                    | 11,590             | 14,120      |
| Cash Applied to Financing Transactions                             | (1,226,011)        | (1,092,967) |
| Investing Activities   |                    |             |
| Increase in investment in Cambridge and North Dumfries Energy Inc. | (194,056)          | (183,207)   |
| Financing Activities   |                    |             |
| Repayment of long-term liabilities                                 | (161,897)          | (157,687)   |
| Net Change in Cash   | (3,068,778)        | 2,407,956   |
| Cash - Beginning of Year   | 5,079,255          | 2,407,930   |
| Cash - Beginning of Year   | 2,010,477          |             |
| Cash - Liiu VI Tear  | ۷,010,4 <i>/</i> / | 5,079,255   |

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

The Corporation of the Township of North Dumfries is a Township in the Province of Ontario, Canada. It conducts its operations guided by the provisions of provincial statutes such as the Municipal Act and related legislation.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of The Corporation of the Township of North Dumfries (the "Township") are prepared by management in accordance with Canadian generally accepted accounting principles as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants Canada.

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenditures during the period. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic consolidated financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgment. Actual results could differ from these estimates. Significant aspects of the accounting policies adopted by the Township are as follows:

#### (a) Reporting Entities

(i) The consolidated financial statements reflect the assets, liabilities, revenues, expenditures and fund balances of the reporting entity. The reporting entity is composed of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the Township and which are owned or controlled by the Township.

#### (ii) Non-Consolidated Entities

The Township has no unconsolidated local boards, joint local boards and municipal enterprises.

#### (iii) Accounting for Region and School Board Transactions

The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and the Regional Municipality of Waterloo are not reflected in the municipal fund balances of these consolidated financial statements.

#### (iv) Trust Funds

Trust funds and their related operations administered by the Township are not consolidated, but are reported separately on the Trust Funds Statement of Continuity and Financial Position.

#### (v) Investment in Cambridge and North Dumfries Energy Plus Inc.

The Township reports its share investment in Cambridge and North Dumfries Energy Plus Inc. using the modified equity basis of accounting.

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (b) Basis of Accounting

#### (i) Non-financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

#### (ii) Accrual Basis of Accounting

Expenditures and related sources of financing are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues in the period in which transactions or events occurred that gave rise to the revenues; expenditures are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

#### (iii) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

| Park equipment           | 15 years    |
|--------------------------|-------------|
| Infrastructure - Roads   | 15 years    |
| Infrastructure - Bridges | 75 years    |
| Land improvements        | 10-30 years |
| Buildings                | 40 years    |
| Technology               | 4 years     |
| Equipment                | 14 years    |
| Vehicles                 | 7 years     |

#### (iv) Reserves and Reserve Funds

Certain amounts, as approved by Township Council, are set aside in reserves and reserve funds for future operating and capital purposes. Transfers to/from reserves and reserve funds are an adjustment to the respective funds when approved.

#### (v) Government Transfers

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (vi) Deferred Revenue - Obligatory Reserve Funds

Revenues restricted by legislation, regulation or agreement and not available for general municipal purposes are reported as deferred revenue on the consolidated statement of financial position. The revenue is reported on the consolidated statement of financial operations in the year in which it is used for the specified purpose.

#### 2. OPERATIONS OF SCHOOL BOARDS AND REGION OF WATERLOO

Further to Note 1(a)(iii), during 2013, the Township made property tax transfers to School Boards and the Region. The amount collected and remitted is summarized below:

|                    | 2013       | 2012      |
|--------------------|------------|-----------|
|                    |            |           |
| Public English     | 5,337,491  | 5,280,619 |
| Separate English   | 1,637,910  | 1,670,003 |
| Public French      | 17,617     | 10,259    |
| Separate French    | 51,820     | 44,864    |
| Region of Waterloo | 10,076,995 | 9,935,211 |

#### 3. TRUST FUNDS

Trust funds administered by the Township amounting to \$264,394 (2012 - \$262,224) have not been included on the Consolidated Balance Sheet nor have their operations been included in the Consolidated Statement of Operations.

#### 4. TAXES RECEIVABLE

|                                 | 2013      | 2012      |
|---------------------------------|-----------|-----------|
| Taxes receivable                | 1,555,391 | 1,370,480 |
| Allowance for doubtful accounts | (11,000)  | (11,000)  |
|                                 | 1,544,391 | 1,359,480 |

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 5. ACCOUNTS AND GRANTS RECEIVABLE

|                                | 2013      | 2012    |
|--------------------------------|-----------|---------|
| Grants receivable - Federal    | 421,038   | _       |
| Grants receivable - Provincial | 8,409     | -       |
| Other municipalities           | 12,860    | 183,653 |
| HST receivable                 | 337,651   | -       |
| Other accounts receivable      | 491,168   | 339,286 |
|                                | 1,271,126 | 522,939 |

#### 6. INVESTMENT IN CAMBRIDGE AND NORTH DUMFRIES ENERGY PLUS INC.

In compliance with provincial legislation enacted to restructure the electricity industry in Ontario, Council approved the incorporation of the business of the former Cambridge and North Dumfries Hydro-Electric Commission. Four companies were incorporated under the Ontario Business Corporations Act; the holding company, Cambridge and North Dumfries Energy Plus Inc., and its wholly owned subsidiaries, Cambridge and North Dumfries Energy Solutions Inc., Cambridge and North Dumfries Hydro Inc. and Fibretech Telecommunications (Cambridge) Inc.

The Township owns 7.9% of all outstanding shares of Cambridge and North Dumfries Energy Plus Inc.

|  | 2013      | 2012      |
|--|-----------|-----------|
| The Township's investment is comprised of the following: |           |           |
| Accumulated Equity                                       |           |           |
| Common shares (79 shares)                                | 3,221,948 | 3,221,948 |
| Prior years accumulated earnings                         | 2,862,283 | 2,679,076 |
|  | 6,084,231 | 5,901,024 |
| Net Income for the year                                  | 402,533   | 416,956   |
| Dividends  | (208,477) | (233,749) |
| Change in equity for the year                            | 194,056   | 183,207   |
| Equity- End of Year                                      | 6,278,287 | 6,084,231 |
| Notes receivable (Note 7)                                | 3,019,708 | 3,019,708 |
| Net Investment   | 9,297,995 | 9,103,939 |

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 7. NOTES RECEIVABLE

The Township holds a promissory note from Cambridge and North Dumfries Hydro Inc. The note is payable on demand with six months notice and is payable interest only on a quarterly basis. The established interest rate is currently 4.993% (2012 - 4.993%). The principal amount outstanding is as follows:

|   | 2013      | 2012      |
|---|-----------|-----------|
|   |           |           |
| Cambridge and North Dumfries Hydro Inc. | 3,019,708 | 3,019,708 |

#### 8. DEFERRED REVENUE (OBLIGATORY RESERVE FUNDS)

A requirement of the public sector accounting principles of the Chartered Professional Accountants Canada is that obligatory reserve funds be reported as deferred revenue. This requirement is in place as provincial legislation restricts how these funds may be used and under certain circumstances these funds may possibly be refunded. The balances in the obligatory reserve funds of the Township are summarized as follows:

| Obligatory Reserve Funds | 2013      | 2012      |
|--------------------------|-----------|-----------|
| Davidonment charges      | 704 246   | 602 222   |
| Development charges      | 704,246   | 693,322   |
| Recreational land        | 55,933    | 129,425   |
| Federal gas transfer     | 395,329   | 304,354   |
| Building Code Act        | -         | 133,628   |
|                          | 1,155,508 | 1,260,729 |

#### **Continuity of Deferred Revenue is a Follows:**

|   | 2013      | 2012      |
|---|-----------|-----------|
| Balance, beginning of year                  | 1,260,729 | 1,609,807 |
|   |           |           |
| Contributions from Federal gas tax          | 278,008   | 278,008   |
| Contributions from Development Charges Act  | 155,723   | 362,334   |
| Contributions from Developers               | 87,054    | 201,833   |
| Interest earned                             | 5,749     | 5,607     |
| Total revenue                               | 526,534   | 847,782   |
| Less: Development charges and grants earned | 631,755   | 1,196,860 |
| Balance, end of year                        | 1,155,508 | 1,260,729 |

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 9. NET LONG-TERM LIABILITIES

The total long-term liabilities reported on the consolidated statement of financial position include the following:

|   | 2013      | 2012      |
|---|-----------|-----------|
| 4.5% Loan payable to Region of Waterloo, annual payments of \$8,456 including principal and interest.   | 62,374    | 67,271    |
| Variable rate (1% to 4.95%) 15 year debenture payable to the Region of Waterloo. Annual payments of \$150,000 plus interest. Principal payments increase annually up to the final |           |           |
| year payment of \$243,000.  | 2,140,730 | 2,297,730 |
|   | 2,203,104 | 2,365,001 |

The following table outlines the principal and interest repayment requirements on the long-term debt:

|            | Principal | Interest | Total     |
|------------|-----------|----------|-----------|
|            |           |          | _         |
| 2014       | 166,117   | 95,955   | 262,072   |
| 2015       | 171,348   | 90,721   | 262,069   |
| 2016       | 177,588   | 84,849   | 262,437   |
| 2017       | 183,839   | 78,233   | 262,072   |
| 2018       | 191,103   | 70,940   | 262,043   |
| Thereafter | 1,313,109 | 231,537  | 1,544,646 |
|            | 2,203,104 | 652,235  | 2,855,339 |

#### 10. PENSION AGREEMENTS

The Township makes contributions to the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of all permanent, full-time members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The amount contributed to OMERS for 2013 was \$146,132 (2012 - \$118,152) and is included as an expenditure on the Consolidated Statements of Operations.

Since any surpluses or deficits are a joint responsibility of all Ontario municipalities and their employees, The Township does not recognize any share of the OMERS pension surplus or deficit in these consolidated financial statements. The OMERS pension plan has a deficit. If actuarial surpluses are not available to offset the existing deficit and subsidize future contributions, increases in contributions will be required in the future.

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 11. POST EMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

The Township provides post employment benefits to employees voluntarily electing retirement before the age of sixty-five. The Township provides an Extended Health Care Plan and a Dental Plan to retirees who have at least fifteen years of service and had commenced employment within fifteen years of their normal retirement date. The Township also offers life insurance coverage up to two times salary at retirement. The post employment benefits terminate at the earlier of the retiree's sixty-fifth birthday or in the event of death preceding the retiree's sixty-fifth birthday.

The Township had an actuarial estimate of this liability completed in 2012. This valuation forms the basis of the estimated liability reported in these financial statements.

| Assumptions                         | 2013     | 2012     |
|-------------------------------------|----------|----------|
| Discount rate                       | 4.75%    | 4.75%    |
| Healthcare cost increases           | 3%-6.33% | 3%-6.33% |
| Post Employment Benefits            |          |          |
| Accrued benefit - end of prior year | 210,733  | 202,393  |
| Current period benefit expense      | 9,365    | 8,765    |
| Accrued interest                    | 9,915    | 9,584    |
| Benefit payments                    | (13,351) | (10,009) |
| Liability as at December 31         | 216,662  | 210,733  |

#### 12. ACCUMULATED SURPLUS

The fund balances at the end of the year, as reflected in the Consolidated Statement of Operations are comprised of the following:

|  | 2013                   | 2012                 |
|--|------------------------|----------------------|
| For the general reduction of taxation  | (1,547,075)            | (776,180)            |
| Invested in tangible capital assets  | 23,880,387             | 23,447,318           |
|  | 22,333,312             | 22,671,138           |
| Cambridge and North Dumfries Utility Corporations - Net investment (Note 6) Reserves (Note 19) | 9,297,995<br>1,206,780 | 9,103,939<br>949,845 |
| Reserve funds (Note 19)  | 432,558                | 433,420              |
|  | 10,937,333             | 10,487,204           |
|  | 33,270,645             | 33,158,342           |

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 13. FEES AND USER CHARGES

| Fees and other charges consist of the following: |                       |                |                |
|--|-----------------------|----------------|----------------|
|  | <b>2013</b><br>Budget | 2013<br>Actual | 2012<br>Actual |
| Administration and general governance            | 3,000                 | 275,470        | 279,413        |
| Fire services                                    | 29,500                | 26,926         | 67,719         |
| Inspection and roadways                          | 10,350                | 6,187          | 4,442          |
| Recreation facilities and programs               | 602,550               | 452,591        | 478,335        |
| Cultural services                                | 3,965                 | 125            | 258            |
| Planning and zoning                              | 77,150                | 66,686         | 54,351         |
|  | 726,515               | 827,985        | 884,518        |

#### 14. EMPLOYEE COMPENSATION

As required by Public Sector Salary Disclosure Act, 1996, the Township did not have any employees who were paid \$100,000 or more in 2013.

#### 15. COMPARATIVE AMOUNTS

Certain of the comparative figures, provided for the purpose of comparison, have been reclassified to conform to the current year's presentation.

#### 16. OTHER REVENUE

Other revenues of the Township are comprised of the following:

|  | 2013    | 2013      | 2012      |
|--|---------|-----------|-----------|
|  | Budget  | Actual    | Actual    |
|  |         |           |           |
| Penalties and interest on taxes                | 162,500 | 201,489   | 183,241   |
| Investment income                              | 45,000  | 63,682    | 54,635    |
| Interest earned on Energy Plus promissory note | -       | 150,774   | 150,774   |
| Dividends from Energy Plus                     | -       | 208,477   | 233,749   |
| Development charges and contributions          | -       | 631,755   | 1,173,192 |
| Licenses and permits                           | 286,000 | 241,817   | 295,415   |
| Donations                                      | 391,630 | 195,709   | 796,165   |
| Other income                                   | 47,797  | 14,900    | 9,600     |
|  | 932,927 | 1,708,603 | 2,896,771 |

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 17. BUDGET AMOUNTS

The Township Council approves the operating and capital budgets each year on a modified-accrual basis of accounting (sometimes referred to as cash basis). Since the audited financial statements are prepared on a full accrual basis, a reconciliation must be performed in order to present the annual budget. A summary of the reconciliation for 2013 is as follows:

| STATEMENT OF OPERATIONS              | 2013 Approved    |              | 2013 Full Accrual |  |
|--------------------------------------|------------------|--------------|-------------------|--|
|                                      | Operating Budget | Adjustments* | Budget            |  |
| Source of Revenue                    |                  |              |                   |  |
| Residential and farm taxation        | 3,490,514        | -            | 3,490,514         |  |
| Commercial, industrial and business  |                  |              |                   |  |
| taxation                             | -                | -            | -                 |  |
| Taxation from other governments      | -                | -            | -                 |  |
| Fees and user charges                | 726,515          | -            | 726,515           |  |
| Canada grants                        | -                | -            | -                 |  |
| Ontario grants                       | 303,800          | -            | 303,800           |  |
| Recoveries from other municipalities | 20,000           | -            | 20,000            |  |
| Other revenue                        | 932,927          | -            | 932,927           |  |
| Internal recoveries                  | 1,572,726        | (1,572,726)  | -                 |  |
| Other income                         | 10,000           | -            | 10,000            |  |
|                                      | 7,056,482        | (1,572,726)  | 5,483,756         |  |
| <b>Expenses by Function</b>          |                  |              |                   |  |
| General Government                   | 1,003,750        | -            | 1,003,750         |  |
| Interest                             | 253,885          | (153,000)    | 100,885           |  |
| Protection Services                  | 1,530,965        | (242,500)    | 1,288,465         |  |
| Transportation Services              | 2,056,760        | -            | 2,056,760         |  |
| Environmental Services               | -                | -            | -                 |  |
| Recreation and Cultural Services     | 1,971,247        | (739,145)    | 1,232,102         |  |
| Planning and Development             | 239,875          | (8,700)      | 231,175           |  |
|                                      | 7,056,482        | (1,143,345)  | 5,913,137         |  |
| Annual Surplus (Deficit)             | -                | (429,381)    | (429,381)         |  |

<sup>\*</sup>Adjustments are required to convert the budget from a modified-accrual (cash) basis to a full accrual basis. These adjustments include the removal of all transfers to and from reserves and reserve funds and capital fund revenue and expenses, removal of debt principal payments from expenses, and the addition of non-cash accounting revenues and expenses such as asset amortization.

#### 18. CONTINGENCY

The Township has received a notice of potential claim. The claim is against the Township and its architect/consultant related to the construction of the Community Complex. The ultimate payer and any amount of settlement, if any, cannot be determined at this time.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2013

#### 19. RESERVES AND RESERVE FUNDS

The total balance of reserves and reserve funds of \$1,206,780 (2012 - \$949,845) and \$432,558 (2012 - \$433,420) respectively is made up of the following:

|  | 2013      | 2012      |
|--|-----------|-----------|
| Reserves Set Aside for Specific Purpose by Council:          |           |           |
| Building department  | 3,600     | -         |
| Water and sewer  | (12,313)  | (12,313)  |
| Parks equipment  | 54,023    | 54,023    |
| Public works equipment                                       | 21,898    | 21,898    |
| Energy Plus Inc. interest                                    | 235,447   | 130,638   |
| Working funds  | 109,376   | 128,213   |
| Roads public works   | -         | 708       |
| Slater hall  | 465       | 465       |
| Rural water  | 4,144     | 4,144     |
| Gravel subsidy   | 517,023   | 389,267   |
| L.A.C.A.C.   | 10,972    | 10,972    |
| Fire reservoir   | 45,150    | 45,150    |
| Ayr special area rate  | 26,100    | 36,100    |
| New library  | 63,395    | 63,080    |
| Multi-use facility   | 2,500     | 2,500     |
| Roseville Community Centre                                   | -         | 25,000    |
| Infrastructure   | 125,000   | 50,000    |
| Total Reserves   | 1,206,780 | 949,845   |
|  |           |           |
| Reserve Funds Set Aside for Specific Purposes by Council:    | 6,403     | 6,371     |
| Charges for capital purposes Lot grading deposits refundable | 341,742   | 343,042   |
| West River road  | 27,392    | 27,256    |
| Letter of Credit Runion                                      | 4,885     | 4,860     |
| Letter of Credit Boida                                       | 903       | 898       |
| Inspection fees  | 35,719    | 35,541    |
| Oliver/Fowlie Works  | 2,248     | 2,237     |
| Heaman Works   | 6,341     | 6,309     |
| Edgar/Burnside   | 3,925     | 3,906     |
| Tender deposits  | 3,000     | 3,000     |
| Total Reserve Funds  | 432,558   | 433,420   |
| Total Reserves and Reserve Funds                             | 1,639,338 | 1,383,265 |
|  | · ·       | · · · ·   |

## SCHEDULE OF TANGIBLE CAPITAL ASSETS

For the year ended December 31, 2013

**SCHEDULE 1** 

|  | Land      | Parks   | Building   | Equipment | Bridges   | Technology | Vehicles  | Assets under<br>Construction | Total 2013<br>(incl. WIP) | Total 2012<br>(incl. WIP) |
|--|-----------|---------|------------|-----------|-----------|------------|-----------|------------------------------|---------------------------|---------------------------|
| Cost   |           |         |            |           |           |            |           |                              |                           |                           |
| Balance, beginning of year                   | 3,040,883 | 364,966 | 19,789,270 | 610,509   | 2,168,539 | 51,442     | 2,573,190 | -                            | 28,598,799                | 27,618,916                |
| Additions during the year                    | -         | -       | 623,710    | 14,280    | -         | 46,917     | 379,527   | 173,167                      | 1,237,601                 | 1,107,087                 |
| Disposals during the year                    | -         | -       | -          | -         | -         | -          | 143,246   | -                            | 143,246                   | 127,204                   |
| Balance, end of year                         | 3,040,883 | 364,966 | 20,412,980 | 624,789   | 2,168,539 | 98,359     | 2,809,471 | 173,167                      | 29,693,154                | 28,598,799                |
| Accumulated Amortization                     |           |         |            |           |           |            |           |                              |                           |                           |
| Balance, beginning of year                   | -         | 273,978 | 1,574,710  | 184,123   | 1,072,508 | 46,025     | 2,000,137 | -                            | 5,151,481                 | 4,519,434                 |
| Amortization during the year                 | -         | 22,068  | 507,171    | 40,695    | 28,914    | 17,146     | 188,538   | -                            | 804,532                   | 759,251                   |
| Accumulated amortization on disposal         | -         | -       | -          | -         | -         | -          | 143,246   | -                            | 143,246                   | 127,204                   |
| Balance, end of year                         | -         | 296,046 | 2,081,881  | 224,818   | 1,101,422 | 63,171     | 2,045,429 | -                            | 5,812,767                 | 5,151,481                 |
| Net Book Value of Tangible<br>Capital Assets | 3,040,883 | 68,920  | 18,331,099 | 399,971   | 1,067,117 | 35,188     | 764,042   | 173,167                      | 23,880,387                | 23,447,318                |

#### SCHEDULE OF SEGMENTED INFORMATION

**SCHEDULE 2** 

The Township is a lower tier municipality that provides a wide range of services to its citizens. The major services chosen for segmented disclosure are those for which the percentage of annual operating expenditures is greater than 10% of the Township's total operating expenditures. The revenues and expenditures reported for each segment include directly attributable amounts as well as internal charges and recoveries allocated on a reasonable basis.

A description of each major service and the activities each provide are as follows:

#### **Governance and Corporate Services**

This segment reports the activities of the general governmental services, including political governance, corporate services (finance and clerks). This segment also includes all general activities for the Township that cannot be easily apportioned to one department or another.

#### **Fire Protection and Emergency Services**

The Township provides emergency fire services. The service is to protect the lives and property of the residents of the Township from fires. The goals of the department are to prevent fires, educate the public with regards to fire related risks, to enforce safety standards, fight and suppress fires and to plan and respond to all emergencies throughout the Township.

#### **Transportation Services**

The transportation services department is responsible for the safe and efficient movement of people and goods within the Township. Responsibilities include road construction and maintenance, traffic signals and signs, winter control, developing parking and traffic control bylaws, implementation and maintenance of street lighting, and management and maintenance of parking lots.

#### **Recreation and Cultural Services**

This segment includes parks, recreation programs, recreation facilities, libraries and cultural services. Responsibilities include management and provision of recreational services, facilities and programs and administration and maintenance of the libraries.

## SCHEDULE OF SEGMENTED INFORMATION For the year ended December 31, 2013

**SCHEDULE 2** 

|                                   | Governance | Fire and Protection Services | Transportation Services | Recreational<br>and Cultural<br>Services | Other    | Total 2013 |
|-----------------------------------|------------|------------------------------|-------------------------|--|----------|------------|
| Revenues                          |            |                              |                         |  |          |            |
| Taxation                          | 3,676,553  | -                            | -                       | -  | -        | 3,676,553  |
| Grants                            | 324,249    | -                            | -                       | 138,418                                  | -        | 462,667    |
| Revenue from other municipalities | -          | 6,825                        | 6,805                   | -  | =        | 13,630     |
| Other revenue [1]                 | 660,573    | 313,384                      | 231,970                 | 888,677                                  | 87,436   | 2,182,040  |
| Government Business Enterprise    | 359,251    | -                            | -                       | -  | 194,056  | 553,307    |
| <b>Total Revenues</b>             | 5,020,626  | 320,209                      | 238,775                 | 1,027,095                                | 281,492  | 6,888,197  |
|                                   |            |                              |                         |  |          |            |
| Expenses                          |            |                              |                         |  |          |            |
| Salaries and benefits             | 737,841    | 684,493                      | 661,576                 | 619,923                                  | 184,285  | 2,888,118  |
| Materials                         | 290,645    | 219,621                      | 978,731                 | 661,829                                  | 145,219  | 2,296,045  |
| Contracted services               | 32,182     | 451,500                      | 86,703                  | 64,997                                   | 23,602   | 658,984    |
| Debt servicing                    | -          | -                            | -                       | 97,443                                   | 3,050    | 100,493    |
| Amortization                      | 10,296     | 114,040                      | 124,268                 | 555,928                                  | -        | 804,532    |
| Other expenditures [2]            | 21,557     | -                            | -                       | 6,165                                    | -        | 27,722     |
| <b>Total Expenditures</b>         | 1,092,521  | 1,469,654                    | 1,851,278               | 2,006,285                                | 356,156  | 6,775,894  |
| Net Surplus (Deficit)             | 3,928,105  | (1,149,445)                  | (1,612,503)             | (979,190)                                | (74,664) | 112,303    |

<sup>[1]</sup> Other Revenues - Includes licenses, permits, interest, donations, sale of publications and user charges.

<sup>[2]</sup> Other Expenditures - Includes rents and financial expenses, inter-functional adjustments and allocations of program support.

## SCHEDULE OF SEGMENTED INFORMATION For the year ended December 31, 2012

**SCHEDULE 2** 

|                                   | Governance | Fire and Protection Services | Transportation<br>Services | Recreational<br>and Cultural<br>Services | Other     | Total 2012 |
|-----------------------------------|------------|------------------------------|----------------------------|--|-----------|------------|
| Revenues                          |            |                              |                            |  |           |            |
| Taxation                          | 3,477,899  | -                            | -                          | -  | -         | 3,477,899  |
| Grants                            | 337,500    | -                            | -                          | 46,900                                   | -         | 384,400    |
| Revenue from other municipalities | -          | -                            | 18,950                     | -  | -         | 18,950     |
| Other revenue [1]                 | 474,642    | 84,630                       | 3,142                      | 487,935                                  | 2,346,417 | 3,396,766  |
| Government Business Enterprise    | 384,523    | -                            | -                          | -  | 183,207   | 567,730    |
| <b>Total Revenues</b>             | 4,674,564  | 84,630                       | 22,092                     | 534,835                                  | 2,529,624 | 7,845,745  |
|                                   |            |                              |                            |  |           |            |
| Expenses                          |            |                              |                            |  |           |            |
| Salaries and benefits             | 653,642    | 558,568                      | 515,434                    | 510,104                                  | 104,788   | 2,342,536  |
| Materials                         | 357,169    | 250,369                      | 959,338                    | 512,394                                  | 100,805   | 2,180,075  |
| Contracted services               | 7,607      | 469,976                      | 138,875                    | 53,483                                   | 86,778    | 756,719    |
| Debt servicing                    | -          | -                            | -                          | 100,885                                  | 3,261     | 104,146    |
| Amortization                      | 52,781     | 71,046                       | 135,634                    | 499,791                                  | -         | 759,252    |
| Other expenditures [2]            | 16,283     | -                            | -                          | 16,789                                   | -         | 33,072     |
| Total Expenditures                | 1,087,482  | 1,349,959                    | 1,749,281                  | 1,693,446                                | 295,632   | 6,175,800  |
| Net Surplus (Deficit)             | 3,587,082  | (1,265,329)                  | (1,727,189)                | (1,158,611)                              | 2,233,992 | 1,669,945  |

<sup>[1]</sup> Other Revenues - Includes licenses, permits, interest, donations, sale of publications and user charges.

<sup>[2]</sup> Other Expenditures - Includes rents and financial expenses, inter-functional adjustments and allocations of program support.