# FINANCIAL STATEMENTS THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN For year ended DECEMBER 31, 2012

### MANAGEMENT REPORT

Management's Responsibility for the Consolidated Financial Statements:

The accompanying consolidated financial statements of THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN are the responsibility of the Township's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of The Canadian Institute of Chartered Accountants.

A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of the financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Township's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Township's Council meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to the Council's approval of the financial statements.

The consolidated financial statements have been audited by Welch LLP, independent external auditors appointed by the Township. The accompanying Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Township's financial statements.

Clerk Treasurer	Mayor	
Harold Luckasavitch	Jane Dumas	
April 4, 2013		



### INDEPENDANT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of the CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN

We have audited the accompanying consolidated financial statements of THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN, which comprise the consolidated statement of financial position as at December 31, 2012, and the consolidated statements of operations, change 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 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 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 auditor's judgement, 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 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 of 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 SOUTH ALGONQUIN as at December 31, 2012, and the results of its operations, change in net financial assets and cash flows for the year then ended, in accordance with Canadian public sector accounting standards.

CHARTERED ACCOUNTANTS LICENSED PUBLIC ACCOUNTANTS

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Pembroke, Ontario April 4, 2013

Welch LLP – Chartered Accountants P.O. Box 757 - 270 Lake Street, Pembroke, Ontario K8A 6X9 T: 613 735 1021 F: 613 735 2071 W: www.welchllp.com An Independent Member of BKR International

## THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN CONSOLIDATED STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2012

FINANCIAL ASSETS		2012		<u>2011</u>
Cash Taxes receivable (Note 3) Accounts receivable	\$	513,826 182,432 223,646 919,904	\$	587,529 191,263 199,090 977,882
LIABILITIES				
Accounts payable and accrued liabilities Deferred revenue (Note 4) Solid waste landfill closure and post closure liabilities (Note 5)		117,711 149,365 98,569		293,640 105,260 81,323
Net long-term liabilities (Note 6)		46,550 412,195	_	93,285 573,508
NET FINANCIAL ASSETS		507,709		404,374
NON-FINANCIAL ASSETS				
Tangible capital assets (Note 8)	_1	<u>3,536,936</u>	_	13,984,944
ACCUMULATED SURPLUS (Note 8)	\$ <u>1</u>	<u>4,044,645</u>	\$	14,389,318



## THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN CONSOLIDATED STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2012

	Budget 2012		Actual 2012		Actual 2011
REVENUE					
Property taxation	\$ 1,659,277	\$	1,661,643	\$	1,535,527
Payment in lieu of taxes	25,204		25,204		20,861
Province of Ontario	965,938		973,093		1,001,261
Government of Canada			-		1,232
Licenses and permits	16,248		21,992		15,716
Penalties and interest	15,000		30,298		25,966
Rents	31,074		29,454		30,905
Fees, service charges	22,966		24,526		34,343
Donations including tangible capital assets	2.50		-11.1		,
contibuted	6,000		5,751		24,376
Gain on disposal of capital assets			1,287		33,378
Sale of shoreline allowances	5,367		1,778		5,443
Gas tax funding and interest earned thereon	182,132		32,767		9,422
	 2,929,206		2,807,793		2,738,430
EXPENSES					
General government	392,842		406,516		433,407
Protection to persons and property	399,913		420,400		360,653
Transportation services	865,306		1,276,432		1,149,627
Environmental services	229,032		218,799		219,212
Health services	20,273		19,170		17,653
Social and family services	571,450		571,521		554,016
Recreation and cultural services	154,506		194,077		231,289
Planning and development	 45,359	100	45,551		41,791
	 2,678,681	_	3,152,466	_	3,007,648
EXCESS OF REVENUE OVER					
EXPENSES (EXPENSES OVER REVENUE)	250,525		(344,673)		(269,218)
ACCUMULATED SURPLUS, BEGINNING OF YEAR	 14,389,318	_1	14,389,318	_	14,658,536
ACCUMULATED SURPLUS, END OF YEAR	\$ 14,639,843	\$	14,044,645	\$_	14,389,318



## THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS FOR THE YEAR ENDED DECEMBER 31, 2012

		Budget 2012		Actual <u>2012</u>		Actual <u>2011</u>
EXCESS OF REVENUE OVER EXPENSES (EXPENSES OVER REVENUE)	\$	250,525	\$	(344,673)	\$	(269,218)
Acquisition of tangible capital assets Proceeds on disposal of tangible capital assets Amortization of tangible capital assets (Gain) loss on sale of tangible capital assets		(264,501) 61,500 - -		(223,347) 4,128 668,514 (1,287)		(230,770) 60,601 641,439 (33,378)
	-	(203,001)	_	448,008	-	437,892
INCREASE IN NET FINANCIAL ASSETS		47,524		103,335		168,674
NET FINANCIAL ASSETS, BEGINNING OF YEAR		277,661		404,374		235,700
NET FINANCIAL ASSETS, END OF YEAR	\$_	325,185	\$_	507,709	\$_	404,374



## THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN CONSOLIDATED STATEMENT OF CASH FLOWS YEAR ENDED DECEMBER 31, 2012

CASH FLOWS FROM (USED IN) OPERATING ACTIVITIES		<u>2012</u>		<u>2011</u>
Excess of revenue over expenses (expenses over revenue)	\$	(344,673)	\$	(269,218)
Non-cash items included in excess of revenue over expenses: Amortization of tangible capital assets Loss (gain) on disposal of tangible capital assets	-	668,514 (1,287) 322,554	-	641,439 (33,378) 338,843
Non-cash charges to operations (net change):  Decrease (increase) in taxes receivable  Decrease (increase) in accounts receivable Increase (decrease) in accounts payable and accrued liabilities Increase (decrease) in deferred revenue Increase in provision for landfill closure/post-closure	_	8,831 (24,556) (175,929) 44,106 17,246 192,252	-	2,550 286,631 (71,721) 61,441 16,215 633,959
CASH FLOWS FROM (USED IN) CAPITAL ACTIVITIES				
Acquisition of tangible capital assets Sale of tangible capital assets	-	(223,347) 4,128 (219,219)	_	(230,770) 60,601 (170,169)
CASH FLOWS FROM (USED IN) FINANCING ACTIVITIES				
(Decrease) increase in bank indebtedness Long-term liabilities issued Long-term liabilities repaid	_	(46,736) (46,736)	_	(200,000) 82,000 (47,249) (165,249)
NET CHANGE IN CASH		(73,703)		298,541
CASH, BEGINNING OF YEAR	80	587,529		288,988
CASH, END OF YEAR	\$_	513,826	\$_	587,529

# THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN SCHEDULE OF TANGIBLE CAPITAL ASSETS YEAR ENDED DECEMBER 31, 2012

## SCHEDULE 1

	Land	Impr	Land Improvements	Buildings	Linear Assets	Machinery and Equipment	Vehicles	2012	2011
COST:									
BALANCE, BEGINNING OF YEAR	\$ 43,9,	43,942 \$	326,852 \$	3,259,781 \$	\$ 15,261,937 \$	\$ 527,101 \$	1,152,885 \$	\$ 20,572,498 \$	\$ 20,397,292
Acquisition of tangible capital assets			i	48,652	28,664	17,205	128,826		
Construction-in-progress		·	ı	1	1		1	ı	83,086
Disposal of tangible capital assets		1	1	(28,443)		(13,300)	(117,336)	(159,079)	(55,564)
BALANCE, END OF YEAR	43,942	42	326,852	3,279,990	15,290,601	531,006	1,164,375	20,636,766	20,572,498
ACCUMULATED AMORTIZATION:									
BALANCE, BEGINNING OF YEAR		ï	125,071	475,728	4,837,884	304,503	844,368	6,587,554	5,974,456
Annual amortization		1	17,358	58,853	483,693	20,680	87,930	668,514	641,439
Accumulated amortization on disposals				(28,443)	1	(13.300)	(114.495)	(156 238)	(28 341)
BALANCE, END OF YEAR		 	142,429	506,138	5,321,577	311,883	817,803	7,099,830	6,587,554
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	\$ 43,942 \$		184,423	\$ 2,773,852	\$ 9,969,024	\$219,123\$	\$ 346,572	\$ 13,536,936	\$ 13.984.944
2011 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	\$ 43,942 \$		201,781	\$ 2,784,053	\$ 10,424,053	222,598	1	\$ 13,984,944	

The Township of South Algonquin is an incorporated municipality in the Province of Ontario. The Township conducts its operations as described by the provisions of provincial statutes such as the Municipal Act, Municipal Affairs Act and related legislation.

### NOTE 1 SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Township of South Algonquin are the representations of management, prepared in accordance with Canadian public sector accounting standards for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the Township are as follows:

### Reporting entity

These consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Township and are, therefore, accountable to the Township Council for the administration of their financial affairs and resources. Included with the municipality are the following:

South Algonquin Public Library Board

### **Basis of Accounting**

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

### Use of estimates

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 financial statements and the reported amounts of revenues and expenses during the reporting period. Management makes accounting estimates when determining the estimated usefull life of its tangible capital assets and landfill sites, and its allowance for doubtful accounts. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materialty. Actual results could differ from these estimates.

### NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (cont'd)

### Landfill closure and post-closure liabilities

The Township is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The requirement is being provided for over the estimated remaining life of the landfill site based on usage.

### **Government Transfers**

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue 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 determined.

### 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 normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

### **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 is amortized on a straight-line basis over the estimated useful life as follows:

Francisco de Companyo de Compa	<u>Years</u>
Land improvements	15-50
Buildings	20-60
Linear Assets	15-40
Machinery and equipment	5-20
Vehicles	5-25

Amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

### **Contributions of Tangible Capital Assets**

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



### NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (cont'd)

### **Natural Resources**

Natural resources that have not been purchased are not recognized as assets in the financial statements.

### Segment disclosures

The Township was required to adopt Section PS 2700 - Segment Disclosures, for the fiscal year beginning on January 1, 2008. A segment is defined as a distinguishable activity or group of activities for which it is appropriate to separately report financial information. Management has determined that existing disclosures in the consolidated statement of operations and within the related notes for both the prior and current years sufficiently disclose information of all appropriate segments and therefore no additional disclosure is required.

### NOTE 2 OPERATIONS OF SCHOOL BOARDS

During the year, requisitions were made by School Boards requiring the Township to collect property taxes and payments in lieu of property taxes on their behalf. The amounts collected and remitted are summarized below:

		2012	2011
Property taxes Taxation from other governments	<b>\$</b> 	507,044 3,546	\$ 488,923 2,502
Amount requisitioned	\$	510,590	\$ 491,425

The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards are not reflected in these financial statements.

### NOTE 3 TAXES RECEIVABLE

	2012		2011
Current taxes Prior year taxes	\$ 103,840 66,469	\$	111,890 63,992
Penalties	\$ 12,123 182,432	\$_	15,381 191,263

### NOTE 4 DEFERRED REVENUE

Deferred revenue at the end of the year consists of gas tax rebates for which funding has been received but the service has not yet been provided:

Balance at beginning of year	<u>20</u> \$ 1	<u>12</u> 05.260 \$	2011 37,374
Gas tax funding received in year		76,872	76,872
Interest received		-	437
Qualified expenditures in year	(	32,767)	(9,423)
Balance at end of year	\$14	49,365 \$	105.260

### NOTE 5 SOLID WASTE LANDFILL CLOSURE AND POST CLOSURE LIABILITY

The Township operates two landfill sites and as a result is liable for the closure and post closure costs associated with each site. These financial statements recognize a liability for closure and post closure care to the extent that the solid waste landfill sites have been used to date. Specifically, usage is measured as cumulative capacity used versus total estimated capacity available. Furthermore, as costs are expected to be incurred in the future, expected closure and post closure costs have been discounted at 5% which is the Township's estimated long term borrowing rate. The following summarizes the Township's estimated closure and post closure costs and remaining capacity of the landfill sites at December 31, 2012:

	Airy <u>Site</u>	Madawaska <u>Site</u>	Total <u>2012</u>	Total <u>2011</u>
Expected total expenditures	\$ 170,900	\$ 95,198	\$ 266,098	\$ 266,098
Amount remaining to be recognized	127,765	39,764	167,529	200,990
Liability recognized to date	\$ <u>43,135</u>	\$55,434	\$98,569	\$65,108
Landfill site's estimated remaining capacity in cubic metres	44,540	10,010		
Remaining useful life of sites (years)	19	6		
Years needed for post closure care	10	10		

The Township has set aside a reserve of \$70,000 (2011 - \$60,000) to finance the expected closure and post closure care liabilities.

### NOTE 6 LONG-TERM LIABILITIES

(a) The balance of net long-term liabilities reported on the Consolidated Statement of Financial Position is made up of the following:

		2012		2011
Loan payable maturing in August 2014, due in monthly instalments of \$2,403 including interest at the financial institutions prime lending rate plus .50% per annum. At year end the financial institutions prime lending rate was 3%	\$	46.550	\$	73,245
Lagrange de la constitución de l	Ψ	40,000	Ψ	13,243
Long-term debt repaid in year	\$	46,550	\$	20,040 93,285

- (b) Of the net long-term liabilities reported in (a) of this note all are payable from 2013 to 2014. The principal payments will be recovered from general taxation.
- (c) The annual principal and interest payments required to service these liabilities are within the annual debt repayment limit prescribed by the Ministry of Municipal Affairs and Housing.



NOTE 6 L	ONG-TERM L	JABILITIES	(cont'd)
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(d) The estimated future repayments over the next five years on existing net long-term liabilities at December 31, 2012 are as follows:

2013	\$27,648
2014	
2011	\$18,902

### NOTE 7 EQUITY IN TANGIBLE CAPITAL ASSETS

	2012	<u>2011</u>
Tangible capital assets (Schedule 1) Accumulated amortization (Schedule 1) Long-term liabilities (Note 6)	\$ 20,636,766 (7,099,830) (46,550) \$_13,490,386	(6,587,554) (93,285)

### NOTE 8 MUNICIPAL FUND BALANCES AT END OF YEAR

	<u>2012</u>			<u>2011</u>	
Internally restricted reserves					
Working capital	\$	183,946	\$	185,029	
Recreation capital expenditure		14,000		4,877	
General government		14,115		-	
Waste Disposal Reserve		70,000		60,000	
Waste collection		41,000		20,000	
Municipal I.D. system		-		18,000	
Public Works		213,108		79,608	
Fire Services		116,631		91,631	
Library		<u> 18,500</u>		14,500	
		671,300		473,645	
Unrestricted surplus		(18,472)		105,337	
Provision for landfill closure and post-closure costs		(98,569)		(81,323)	
Equity in tangible capital assets (Note 7)		13,490,386	•	13,891,659	
		14,044,645	20.00	14,389,318	

### NOTE 9 CONTRIBUTIONS TO UNCONSOLIDATED ENTITIES

Contributions were made to these entities as follows:

		2012	2011	
Renfrew County and District Health Unit District of Nipissing Social Services Board East Nipissing Home for the Aged	\$ \$_	20,273 478,787 92,734 591,794	\$ - \$_	16,429 469,521 84,495 570,445

### NOTE 10 CONTRACTUAL OBLIGATION

### Policing

The municipality has a contract with the Province of Ontario for policing services. The contract for 2012 was \$212,856 (2011 - \$163,240)

### NOTE 11 FINANCIAL INSTRUMENTS

The Township's financial instruments consist of cash, taxes receivable, accounts receivable, accounts payable and accrued liabilities and net long-term liabilities.

### Risk

It is management's opinion that the Township is not exposed to significant interest, currency or credit risks arising from its financial instruments.

### Fair market value

Except for the net long-term liabilities, the fair value of the Township's financial instruments approximates their carrying value due to their short term nature. It is not practicable to determine the fair value of net long-term liabilities. The terms and conditions of these liabilities are disclosed in Note 6 to the financial statements.

### NOTE 12 BUDGET FIGURES

Budget established for capital projects are based on project-oriented basis, the cost of which may be carried out over one or more years. Although they may not be directly comparable with current year actual amounts, they have been reflected on the Consolidated Statement of Net Financial Assets. Budget figures are unaudited.

### NOTE 13 PENSION AGREEMENT

The Township makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of permanent members of its staff. The plan is a defined benefit plan which specifies the amount of retirement benefit to be received by the employees based on the length of service and rates of pay. OMERS is financed by employer and employee contributions and by investment earnings of the OMERS Fund.

Contributions for current service are recorded as expenditures in the year in which they became due.

The amount contributed to OMERS during the year was \$31,943 (2011 - \$26,242) for current services and is included as an expenditure on the Consolidated Statement of Operations.

At December 31, 2012, OMERS disclosed on actuarial deficiency of \$9.924 billion



### NOTE 14 EXPENSES BY OBJECT

The consolidated statement of operations reports expenses for the Township by function. The following is a summary of expenses by object.

	Budget	2012		<u>2011</u>
Salaries, wages and benefits Material and supplies and contracted services Rentals and financial rentals and financial expenses Taxation adjustments and vacancy rebates Transfers to unconsolidated boards Provision for landfill closure and post closure cost Amortization of tangible capital assets	\$ 824,272 1,231,736 24,750 1,200 591,723 5,000 	\$ 823,785 1,018,782 31,075 1,270 591,794 17,246 668,514 \$ 3,152,466	\$ \$	776,878 963,759 37,542 1,370 570,445 16,215 641,439 3,007,648