

**REGIONAL SERVICE COMMISSION 8**  
**CONSOLIDATED FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

# REGIONAL SERVICE COMMISSION 8

DECEMBER 31, 2016

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of the Regional Service Commission 8

We have audited the consolidated statement of financial position of the Regional Service Commission 8 as at December 31, 2016, and the consolidated statements of operations, 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 financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the 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 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, these consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Regional Service Commission 8 as at December 31, 2016, and the results of its operations, changes in net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

The financial statements for the year ended December 31, 2015 were audited by another accounting firm, and are presented for comparative purposes only.



CHARTERED PROFESSIONAL ACCOUNTANTS

Saint John, NB  
April 27, 2017


# REGIONAL SERVICE COMMISSION 8

## CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2016

	<u>2016</u>	<u>2015</u>
<b>FINANCIAL ASSETS</b>		
Cash (Notes 2, 3, 4 and 5)	\$ 330,615	\$ 398,433
Accounts receivable (Notes 2 and 3)	119,568	25,404
HST receivable (Note 2)	<u>14,674</u>	<u>33,353</u>
	<u>\$ 464,857</u>	<u>\$ 457,190</u>
<b>LIABILITIES</b>		
Bank loan (Notes 2 and 3)	\$ 40,000	\$ -
Accounts payable and accrued liabilities (Notes 2 and 3)	119,868	63,121
Funds held in trust	-	1,812
Deferred contributions (Notes 2 and 6)	<u>49,745</u>	<u>37,270</u>
	<u>209,613</u>	<u>102,203</u>
<b>NET FINANCIAL ASSETS</b>	<u>255,244</u>	<u>354,987</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Notes 2 and 10)	47,011	39,044
Accumulated amortization (Notes 2 and 10)	<u>(5,599)</u>	<u>(1,267)</u>
	41,412	37,777
Prepaid expenses	<u>8,109</u>	<u>130</u>
	<u>49,521</u>	<u>37,907</u>
<b>ACCUMULATED SURPLUS</b>	<u>\$ 304,765</u>	<u>\$ 392,894</u>
<b>COMMITMENTS AND CONTINGENCIES (Note 8)</b>		

APPROVED BY:

  
 \_\_\_\_\_ Commission Member

  
 \_\_\_\_\_ Commission Member

# REGIONAL SERVICE COMMISSION 8

## CONSOLIDATED STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2016

	<u>2016</u> Under (Over)	<u>2016</u> Budget (Note 14)	<u>2016</u> Actual	<u>2015</u> Actual
<b>REVENUE</b> (Notes 2, 11 and 15)				
Cooperative and regional planning services	\$ (62,942)	\$ 64,785	\$ 127,727	\$ 110,668
Local planning services	1	465,631	465,630	591,682
Solid waste services	56,792	1,637,089	1,580,297	235,508
Other	(3,524)	-	3,524	2,443
Interest	<u>(8)</u>	<u>-</u>	<u>8</u>	<u>302</u>
	<u>(9,681)</u>	<u>2,167,505</u>	<u>2,177,186</u>	<u>940,603</u>
<b>EXPENDITURE</b> (Notes 2, 11 and 15)				
Corporate services	153	399,869	399,716	381,257
Cooperative and regional planning services	(58,435)	5,500	63,935	40,896
Local planning services	12,500	408,290	395,790	396,954
Solid waste services	<u>(1,775)</u>	<u>1,404,099</u>	<u>1,405,874</u>	<u>94,595</u>
	<u>(47,557)</u>	<u>2,217,758</u>	<u>2,265,315</u>	<u>913,702</u>
<b>ANNUAL SURPLUS (DEFICIT) FOR THE YEAR</b> (Note 12)				
	\$ <u>(37,876)</u>	\$ <u>(50,253)</u>	(88,129)	26,901
<b>ACCUMULATED SURPLUS - BEGINNING OF YEAR</b>				
			<u>392,894</u>	<u>365,993</u>
<b>ACCUMULATED SURPLUS - END OF YEAR</b>				
			\$ <u>304,765</u>	\$ <u>392,894</u>

# REGIONAL SERVICE COMMISSION 8

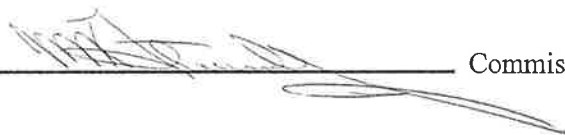
## CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

AS AT DECEMBER 31, 2016

	<u>2016</u>	<u>2015</u>
Annual surplus (deficit)	\$ (88,129)	\$ 26,901
Acquisition of tangible capital assets	(7,967)	(10,704)
Amortization of tangible capital assets	<u>4,332</u>	<u>1,267</u>
	<u>(91,764)</u>	<u>17,464</u>
Acquisition of prepaid expenses	130	130
Use of prepaid expenses	<u>(8,109)</u>	<u>(130)</u>
	<u>(7,979)</u>	<u>(130)</u>
Increase (decrease) in net financial assets	(99,743)	17,334
Net financial assets, beginning of year	<u>354,857</u>	<u>337,523</u>
Net financial assets, end of year	\$ <u>255,114</u>	\$ <u>354,857</u>

**APPROVED BY:**

  
\_\_\_\_\_ Commission Member

  
\_\_\_\_\_ Commission Member

# REGIONAL SERVICE COMMISSION 8

## CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2016

	<u>2016</u>	<u>2015</u>
<b>INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>		
<b>OPERATING TRANSACTIONS</b>		
Annual surplus (deficit)	\$ (88,129)	\$ 26,901
Amortization of tangible capital assets	4,332	1,267
Accounts receivable	(94,164)	34,896
HST receivable	18,679	48,134
Accounts payable and accrued liabilities	56,747	421
Funds held in trust	(1,812)	(3,649)
Deferred contributions	12,475	37,270
Prepaid expenses	<u>(7,979)</u>	<u>-</u>
	<u>(99,851)</u>	<u>145,240</u>
<b>CAPITAL TRANSACTIONS</b>		
Acquisition of tangible capital assets	<u>(7,967)</u>	<u>(10,704)</u>
<b>FINANCING TRANSACTIONS</b>		
Bank loan	<u>40,000</u>	<u>-</u>
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	<b>(67,818)</b>	<b>134,536</b>
<b>CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR</b>	<b><u>398,433</u></b>	<b><u>263,897</u></b>
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	<b><u>\$ 330,615</u></b>	<b><u>\$ 398,433</u></b>

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 1. PURPOSE OF THE ORGANIZATION

The Regional Service Commission 8 (the "Commission") was established per regulation 2012-91 under Regional Service Delivery Act by the order of the Minister of Environment and Local Government which came into force on January 1, 2013. Under the direction of the Minister of Environment and Local Government, all assets, liabilities, rights, obligations, powers and responsibilities of the Royal District Planning Commission and the Kings County Region Solid Waste Commission were transferred to the Commission.

The Commission provides services such as preparation of land use plans, development and building approvals and building inspections to a number of local service districts. The Commission also oversees the operation of a solid waste transfer station for Kings County, New Brunswick that had been operated by Sussex Waste Management Ltd. under a lease that expired December 31, 2015. Beginning January 1, 2016, the Commission has taken over the ownership and operations of the transfer station.

The Commission is exempt from income tax under section 149(1)(c) of the Canadian Income Tax Act.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Commission are the representations of management, prepared in accordance with Canadian generally accepted accounting principles for local government, as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

The focus of Public Sector Accounting ("PSA") financial statements is on the financial position of the Commission and the changes thereto. The statement of financial position includes all of the assets and liabilities of the Commission.

Significant aspects of the accounting policies adopted by the Commission are as follows:

#### Reporting Entity

The financial statements reflect the assets, liabilities, revenues, expenditures and changes in net assets and cash flows of the Commission.

Interdepartmental and organizational transactions and balances are eliminated.

For management reporting purposes, the Commission's operating activities are organized and reported by function. This presentation was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. The Commission's services are provided by departments as follows:



# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

#### Reporting Entity (cont'd)

##### Corporate Services

Responsible for Board functions, financial management and administration.

##### Cooperative and Regional Planning Services

Responsible for regional planning, policing, collaboration, emergency measures and infrastructure planning.

##### Solid Waste Services

Responsible for the provision of waste disposal.

##### Local Planning Services

Responsible for the preparation of land use plans, building approvals and inspections.

#### Budget

The budget figures contained in these financial statements were approved by the Board of Directors on November 30, 2015 and were submitted to the Minister of Environment and Local Government on November 30, 2015.

#### Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, equity instruments with actively traded markets are reported at fair value, with any unrealized gains or losses reported in annual surplus (deficit). All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

#### Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand and balances with banks.

#### Harmonized Sales Tax (HST)

The Commission claims input tax credits (ITCs) for HST paid on eligible expenses, including management fees. ITCs are also claimed by the Commission on certain expenses incurred by Sussex Waste Management Ltd. related to the operation of the transfer station (Note 1). The amounts claimed are subject to audit by the Canada Revenue Agency and the amounts that are ultimately received could differ from the amounts claimed.

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

#### Revenue Recognition

The Commission recognizes revenue from services when they are rendered, when the fees are fixed or determinable, and when collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred.

Tipping fees are recorded when the waste is delivered to the Commission and when collection is reasonably assured. Recycling commodity sales are recognized upon the delivery of the recyclables to the customers and when collectibility of proceeds is reasonably assured.

Collaborative and regional planning services and local planning services represent charges to local municipalities and local services districts in the area. They are based on a predetermined rate and are recorded on an accrual basis.

#### Measurement Uncertainty

The preparation of the financial statements in conformity with Canadian public sector accounting standards requires management to make estimates that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenditures during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Actual results may differ from these estimates.

Examples of significant estimates include:

- the allowance for doubtful accounts;
- providing for amortization of tangible capital assets;
- the estimated useful lives of tangible capital assets; and
- the recoverability of tangible capital assets.

#### 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 of the tangible capital asset, less any residual value when applicable, is amortized on a straight-line or declining balance basis over the estimated useful lives as follows:

<u>Asset type</u>	<u>Estimated useful life</u>
Equipment	5 years straight-line
Computers	55% declining balance

The Commission regularly reviews its capital assets to eliminate obsolete items.

Assets under construction are not amortized until the asset is available for productive use.

The town of Sussex has indemnified the Commission for all liability for any environmental contamination which may exist on or within the land which may have occurred or will occur from the town's adjacent landfill site. As such, the Commission has no post-closure liability.

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 3. FINANCIAL INSTRUMENTS

The Commission is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Commission's risk exposure and concentration as of December 31, 2016.

#### Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Commission is exposed to credit risk from customers. In order to reduce its credit risk, the Commission reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. At December 31, 2016, the Provincial Department of the Environment and Local Government accounted for 49.5% of the accounts receivable. The remaining balance was spread over a significant number of customers which minimizes concentration of credit risk.

#### Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Commission is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, accounts payable and accrued liabilities and other obligations.

### 4. FUNDS

The Commission has four internally restricted funds. Cash disclosure has been expanded to reflect the current year's presentation (Note 5).

Internally restricted funds include the (a) Local Planning Operating Reserve Fund which will be used to carry out planning operation projects, (b) Collaborative Regional Planning Operating Reserve Fund which will be used for regional planning, policing, collaboration emergency measures and infrastructure planning, (c) Local Planning Capital Reserve Fund which will be used to purchase and replace various tangible capital assets, and (d) Solid Waste Operating Reserve Fund which will be used to carry out solid waste operation projects.

### 5. CASH

	<u>2016</u>	<u>2015</u>
Cash - reserve funds	\$ 169,288	\$ 194,944
Cash - restricted	49,745	39,082
Cash - unrestricted	<u>111,582</u>	<u>164,407</u>
	<u>\$ 330,615</u>	<u>\$ 398,433</u>

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 6. BANK LOAN

The bank loan, authorized in the amount of \$120,000, bears interest at the prime rate and is unsecured.

### 7. DEFERRED CONTRIBUTIONS

During the year, the Commission was granted \$73,987 (2015 - \$70,262) to conduct a sub-regional recreation planning initiative with the Greater Hampton Leisure Services Committee ("GHLSC"). The initiative runs on a non-calendar fiscal year. As of December 31, 2016, \$61,512 (2015 - \$32,992) has been utilized and is included as a revenue and expenditure in Note 15. The unused portion is included in deferred contributions on the statement of financial position.

### 8. CONTINGENCIES AND COMMITMENTS

The Commission rents premises under a lease agreement which expires May 2017. The lease provides for annual lease payments of \$52,626 including additional rent, beginning June 2012, of an amount equal to 20% of the Real Property Tax paid by the landlord for the preceding year on the property.

The Commission has signed an agreement with the Westmorland Albert Waste Corporation outlining operations and fees. The Commission has guaranteed 6,400 tonnes of municipal solid waste to be processed at their facility annually.

### 9. GENERAL FUND SURPLUS/DEFICIT

The Regional Commission Act requires that the surplus/deficits of the Solid Waste Services Fund, the Local Planning Services Fund and the Cooperative and Regional Planning Services Fund, as per the funding basis of accounting, to be absorbed into Operating Budgets of the second ensuing year; the balance of the surplus/deficits at the end of the year consists of:

	<u>2016</u>	<u>2015</u>
2016 Deficit	\$ (8,543)	\$ -
2015 Surplus	125,942	125,942
2014 Surplus	<u>-</u>	<u>75,254</u>
	<u>\$ 117,399</u>	<u>\$ 201,196</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

10. SCHEDULE OF TANGIBLE CAPITAL ASSETS

COST	<u>Land</u>	<u>Equipment</u>	<u>Computers</u>	<u>2016 Total</u>	<u>2015 Total</u>
Balance - beginning of year	\$ 28,340	\$ 10,704	\$ -	\$ 39,044	\$ 28,340
Add: Net additions during the year	-	-	7,967	7,967	10,704
Less: Disposals during the year	-	-	-	-	-
Balance - end of year	<u>28,340</u>	<u>10,704</u>	<u>7,967</u>	<u>47,011</u>	<u>39,044</u>
<b>ACCUMULATED AMORTIZATION</b>					
Balance - beginning of year	-	1,267	-	1,267	-
Add: Amortization during the year	-	2,141	2,191	4,332	1,267
Less: Accumulated amortization on disposals	-	-	-	-	-
Balance - end of year	<u>-</u>	<u>3,408</u>	<u>2,191</u>	<u>5,599</u>	<u>1,267</u>
<b>NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS</b>	<u>\$ 28,340</u>	<u>\$ 7,296</u>	<u>\$ 5,776</u>	<u>\$ 41,412</u>	<u>\$ 37,777</u>

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 11. SCHEDULE OF SEGMENT DISCLOSURE

	<u>Solid Waste Services</u>	<u>Corporate Services</u>	<u>Local Planning Services</u>	<u>Cooperative and Regional Planning Services</u>	<u>2016 Consolidated</u>	<u>2015 Consolidated</u>
<b>REVENUE</b>						
Member charges	\$ 940,031	-	\$ 465,630	\$ 64,784	\$ 1,470,445	\$ 665,709
Sales of services	640,266	-	-	62,943	703,209	272,149
Other	-	-	3,524	-	3,524	2,443
Interest	-	-	8	-	8	302
	<u>1,580,297</u>	<u>-</u>	<u>469,162</u>	<u>127,727</u>	<u>2,177,186</u>	<u>940,603</u>
<b>EXPENDITURE</b>						
Salaries and benefits	282,079	228,150	358,561	-	868,790	571,818
Tipping fees	768,884	-	-	-	768,884	-
Goods and services	354,911	171,404	32,897	63,935	623,147	340,617
Amortization	-	-	4,332	-	4,332	1,267
Other	-	162	-	-	162	-
	<u>1,405,874</u>	<u>399,716</u>	<u>395,790</u>	<u>63,935</u>	<u>2,265,315</u>	<u>913,702</u>
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	<u>\$ 174,423</u>	<u>\$ (399,716)</u>	<u>\$ 73,372</u>	<u>\$ 63,792</u>	<u>\$ (88,129)</u>	<u>\$ 26,901</u>

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 12. RECONCILIATION OF ANNUAL SURPLUS

	Solid Waste Services Fund	Local Planning Services Fund	Cooperative and Regional Planning Services Fund	Corporate Services Fund	Capital Fund	Reserve Funds	Total
2016 annual surplus (deficit)	\$ 174,423	\$ 73,372	\$ 63,792	\$ (399,716)	\$ -	\$ -	\$ (88,129)
Adjustments to annual surplus (deficit) for funding requirements							
Second previous year's surplus (deficit)	(7,014)	61,579	20,689	-	-	-	75,254
Transfers between funds							
Transfer elimination	(201,005)	(118,726)	(79,985)	399,716	-	-	-
Transfer elimination	-	-	-	-	25,656	(25,656)	-
Amortization expense	-	4,332	-	-	-	-	4,332
Total adjustments to 2016 annual surplus (deficit)	(208,019)	(52,815)	(59,296)	399,716	25,656	(25,656)	79,586
Annual surplus (deficit) for funding requirements	\$ (33,596)	\$ 20,557	\$ 4,496	\$ -	\$ 25,656	\$ (25,656)	\$ (8,543)

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

13. STATEMENT OF RESERVES

	Local Collaborative	Local Planning Operating Reserve	Local Planning Capital Reserve	Solid Waste Operating Reserve	Solid Waste Capital Reserve	2016	2015
<b>ASSETS</b>							
Cash	\$ 28,800	\$ 7,000	\$ 118,168	\$ 5,320	\$ 10,000	\$ 169,288	\$ 194,944
<b>ACCUMULATED SURPLUS</b>	\$ 28,800	\$ 7,000	\$ 118,168	\$ 5,320	\$ 10,000	\$ 169,288	\$ 194,944
<b>REVENUE</b>							
Transfers from General Operating Fund to Solid Waste Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
<b>EXPENDITURE</b>							
Transfers to General Operating Fund from Reserve Fund	-	-	-	-	-	-	10,704
Transfers to Capital Fund from Reserve Fund	-	-	8,128	17,528	-	25,656	-
<b>ANNUAL DEFICIT</b>	\$ -	\$ -	\$ (8,128)	\$ (17,528)	\$ -	\$ (25,656)	\$ (704)



# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

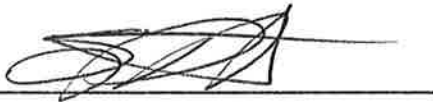
### 13. STATEMENT OF RESERVES (cont'd)

Resolutions regarding transfers to and from reserves:

Motion to make a Reserve Fund withdrawal to replace the RSC8 Main Computer Server by Director Henderson at a cost of \$8,128.09, seconded by Director Thorne. Motion made on November 24, 2015.

Motion to purchase a cardboard bailer by Director McCrea at a cost up to \$22,966.05, seconded by Director Parkhill. Motion made on September 27, 2016.

I hereby certify that the above are true and exact copies of resolutions adopted at Commission meetings.



Steve Roberts, Executive Director  
REGIONAL SERVICE COMMISSION # 8

April 28, 2017

Date

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 14. OPERATING BUDGET TO PSA BUDGET

	Corporate Services <u>Budget</u>	Cooperative and Regional Planning Services <u>Budget</u>	Local Planning Services <u>Budget</u>	Solid Waste Services <u>Budget</u>	Subtotal	Amortization of Tangible Capital <u>Assets</u>	Principal Debt <u>Repayments</u>	Transfers	Total
<b>REVENUE</b>									
Member charges	\$ -	\$ 64,785	\$ 465,631	\$ 650,880	\$ 1,181,296	\$ -	\$ -	\$ -	\$ 1,181,296
Sales of services	-	-	-	508,500	508,500	-	-	-	508,500
Government transfers	-	-	-	380,706	380,706	-	-	-	380,706
Transfer from own and other funds	399,869	-	-	-	399,869	-	-	(399,869)	-
Surplus of the second previous year	-	20,689	61,579	(7,014)	75,254	-	-	(75,254)	-
Other revenue	-	-	-	97,003	97,003	-	-	-	97,003
	<u>399,869</u>	<u>85,474</u>	<u>527,210</u>	<u>1,630,075</u>	<u>2,642,628</u>	<u>-</u>	<u>-</u>	<u>(475,123)</u>	<u>2,167,505</u>
<b>EXPENDITURES</b>									
Governance	37,965	-	-	-	37,965	-	-	-	37,965
Administration	357,404	79,974	275,660	475,575	1,188,613	-	-	(399,870)	788,743
Regional planning	-	2,000	-	-	2,000	-	-	-	2,000
Regional policing collaboration	-	500	-	-	500	-	-	-	500
Regional emergency measures planning	-	2,000	-	-	2,000	-	-	-	2,000
Regional sport, recreation and culture infrastructure	-	1,000	-	-	1,000	-	-	-	1,000
Planning and building inspection services	-	-	251,550	-	251,550	-	-	-	251,550
Operations - solid waste service	-	-	-	1,129,500	1,129,500	-	-	-	1,129,500
Other financing charges	4,500	-	-	-	4,500	-	-	-	4,500
Transfer from General Operating Fund to General Capital Reserve Fund	-	-	-	25,000	25,000	-	-	(25,000)	-
	<u>399,869</u>	<u>85,474</u>	<u>527,210</u>	<u>1,630,075</u>	<u>2,650,756</u>	<u>-</u>	<u>-</u>	<u>(399,214)</u>	<u>2,217,758</u>
Surplus (deficit)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (75,909)</u>	<u>\$ (50,253)</u>

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 15. REVENUE AND EXPENDITURE SUPPORT

	2016 Under (Over)	2016 Budget	2016 Actual	2015 Actual
<b><u>REVENUE</u></b>				
<b>COOPERATIVE AND REGIONAL PLANNING SERVICES</b>				
Member charges	\$ 1	\$ 64,785	\$ 64,784	\$ 74,027
Waterford Youth Centre	(1,431)	-	1,431	3,649
Hampton Recreational Fund	(61,512)	-	61,512	32,992
	<u>\$ (62,942)</u>	<u>\$ 64,785</u>	<u>\$ 127,727</u>	<u>\$ 110,668</u>
<b>LOCAL PLANNING SERVICES</b>				
Member charges	<u>\$ 1</u>	<u>\$ 465,631</u>	<u>\$ 465,630</u>	<u>\$ 591,682</u>
<b>SOLID WASTE SERVICES</b>				
Member charges	\$ 91,555	\$ 1,031,586	\$ 940,031	\$ -
Industrial, commercial and institutional	(45,065)	508,500	553,565	186,399
Recycling	20,979	60,000	39,021	-
Other	(10,677)	37,003	47,680	49,109
	<u>\$ 56,792</u>	<u>\$ 1,637,089</u>	<u>\$ 1,580,297</u>	<u>\$ 235,508</u>
<b><u>EXPENDITURE</u></b>				
<b>CORPORATE SERVICES</b>				
<b>Governance</b>				
Board Members				
Honorariums	\$ (4,806)	\$ 15,125	\$ 19,931	\$ 16,976
Travel	(558)	4,500	5,058	4,770
Training and development	(81)	1,000	1,081	-
Meeting expenses	(767)	1,500	2,267	1,501
	<u>(6,212)</u>	<u>22,125</u>	<u>28,337</u>	<u>23,247</u>
<b>Administration</b>				
Executive Director's Office:				
Personnel				
Salaries and benefits	684	208,904	208,220	195,623
Travel	134	4,000	3,866	5,425
Training and development	1,778	2,500	722	1,820
Memberships	65	500	435	268
Financial Management				
External audit and accounting fees	(6,279)	6,000	12,279	9,602
Bank charges	(1,833)	4,500	6,333	5,077

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 15. REVENUE AND EXPENDITURE SUPPORT (cont'd)

	<u>2016</u> Under (Over)	<u>2016</u> Budget	<u>2016</u> Actual	<u>2015</u> Actual
<b>CORPORATE SERVICES (cont'd)</b>				
Other Administrative Services:				
Advertising and public relations	430	500	70	953
Liability insurance	(45)	21,000	21,045	21,305
Professional and consulting services	(6,955)	5,000	11,955	590
Office building	9,139	52,000	42,861	48,187
Legal services	293	3,000	2,707	-
Office equipment	2,101	13,500	11,399	14,053
Office supplies	(156)	3,000	3,156	4,866
Postage and courier	(153)	1,000	1,153	919
Telephone	(542)	9,000	9,542	8,507
Software and website	4,000	4,000	-	4,213
Subscriptions	290	500	210	191
Miscellaneous	225	3,000	2,775	2,550
Technology allowance	1,920	15,840	13,920	14,160
Business services	(2,021)	7,000	9,021	8,463
Hydro	3,452	13,000	9,548	11,238
Bad debt expense	(162)	-	162	-
	<u>6,365</u>	<u>377,744</u>	<u>371,379</u>	<u>358,010</u>
	<u>\$ 153</u>	<u>\$ 399,869</u>	<u>\$ 399,716</u>	<u>\$ 381,257</u>

### COOPERATIVE AND REGIONAL PLANNING SERVICES

#### Administration

Regional planning	\$ 1,910	\$ 2,000	\$ 90	\$ -
Regional policing collaboration	500	500	-	-
Regional Emergency Measures Planning	1,625	2,000	375	4,255
Regional Sports, Recreation and Culture Infrastructure planning and cost-sharing	93	1,000	907	-
Waterford Youth Centre	(1,051)	-	1,051	3,649
Hampton Recreational Fund	(61,512)	-	61,512	32,992
	<u>\$ (58,435)</u>	<u>\$ 5,500</u>	<u>\$ 63,935</u>	<u>\$ 40,896</u>

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 15. REVENUE AND EXPENDITURE SUPPORT (cont'd)

	2016 Under (Over)	2016 Budget	2016 Actual	2015 Actual
<b>LOCAL PLANNING SERVICES</b>				
<b>Administration</b>				
Personnel				
Salaries and benefits	\$ 1,554	\$ 144,490	\$ 142,936	\$ 130,391
Travel	(264)	1,000	1,264	1,698
Training and development	2,595	4,000	1,405	2,079
Membership	44	750	706	521
Telephone	(387)	750	1,137	738
Professional and consulting services software	130	3,750	3,620	3,413
Miscellaneous	<u>97</u>	<u>1,500</u>	<u>1,403</u>	<u>737</u>
	<u>3,769</u>	<u>156,240</u>	<u>152,471</u>	<u>139,577</u>
<b>Planning Services</b>				
Personnel				
Salaries and benefits	241	36,312	36,071	54,207
Travel	250	250	-	438
Training and development	236	750	514	1,167
Advertising	3,000	3,000	-	56
Maps and reference material	41	500	459	450
Registration of by-law and regulations	500	500	-	-
Memberships	-	-	-	143
Amortization	<u>(4,332)</u>	<u>-</u>	<u>4,332</u>	<u>1,267</u>
	<u>(64)</u>	<u>41,312</u>	<u>41,376</u>	<u>57,728</u>
<b>Inspection Services</b>				
Personnel				
Salaries and benefits	7,434	186,988	179,554	174,620
Travel	(1,260)	13,750	15,010	17,732
Training and development	700	3,750	3,050	2,749
Map and reference material	41	500	459	450
Memberships	13	750	737	722
PRAC	<u>1,867</u>	<u>5,000</u>	<u>3,133</u>	<u>3,376</u>
	<u>8,795</u>	<u>210,738</u>	<u>201,943</u>	<u>199,649</u>
	<u>\$ 12,500</u>	<u>\$ 408,290</u>	<u>\$ 395,790</u>	<u>\$ 396,954</u>

# REGIONAL SERVICE COMMISSION 8

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2016

### 15. REVENUE AND EXPENDITURE SUPPORT (cont'd)

	<u>2016</u>	<u>2016</u>	<u>2016</u>	<u>2015</u>
	Under (Over)	Budget	Actual	Actual
<b>SOLID WASTE SERVICES</b>				
<b>Administration</b>				
Business services - executive services contract	\$ -	\$ -	\$ -	\$ 37,823
Accounting and financial consulting	1,718	2,500	782	16,138
Legal services	-	-	-	2,389
Meal allowance	-	-	-	2,307
Illegal dumping sites - site investigation, clean-up	2,000	2,000	-	627
Free events	2,638	5,500	2,862	2,963
Advertising - all events	1,564	2,000	436	2,812
Repair and maintenance	206	7,500	7,294	3,593
Waste management committee	1,660	2,000	340	482
Public education	<u>3,612</u>	<u>4,000</u>	<u>388</u>	<u>-</u>
	<u>13,398</u>	<u>25,500</u>	<u>12,102</u>	<u>69,134</u>
<b>Hazardous Household Waste</b>				
Battery recycling program - collection and disposal	1,673	2,500	827	968
Other - environmental trust fund	<u>(15,962)</u>	<u>-</u>	<u>15,962</u>	<u>24,493</u>
	<u>(14,289)</u>	<u>2,500</u>	<u>16,789</u>	<u>25,461</u>
<b>Operations</b>				
Salaries and benefits	(34,980)	247,099	282,079	-
Tipping fees	(39,284)	729,600	768,884	-
Scales	4,221	9,000	4,779	-
Equipment leases	13,858	264,000	250,142	-
Fuel	25,703	40,000	14,297	-
Repairs and maintenance	3,460	18,400	14,940	-
Property taxes	507	22,000	21,493	-
Office	24,264	35,500	11,236	-
Utilities	723	6,000	5,277	-
Travel	(72)	1,500	1,572	-
Training	<u>716</u>	<u>3,000</u>	<u>2,284</u>	<u>-</u>
	<u>(884)</u>	<u>1,376,099</u>	<u>1,376,983</u>	<u>-</u>
	<u>\$ (1,775)</u>	<u>\$ 1,404,099</u>	<u>\$ 1,405,874</u>	<u>\$ 94,595</u>