

REGIONAL SERVICE COMMISSION 8
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2017

REGIONAL SERVICE COMMISSION 8

DECEMBER 31, 2017

CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	1
FINANCIAL STATEMENTS	
Consolidated Statement of Financial Position	2
Consolidated Statement of Operations	3
Consolidated Statement of Changes in Net Financial Assets	4
Consolidated Statement of Cash Flows	5
Notes to Consolidated Financial Statements	6 - 20

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, 2017, 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, 2017, 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.

CHARTERED PROFESSIONAL ACCOUNTANTS

Saint John, NB
June 7, 2018

REGIONAL SERVICE COMMISSION 8

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2017

	<u>2017</u>	<u>2016</u>
FINANCIAL ASSETS		
Cash (Notes 4 and 5)	\$ 286,675	\$ 330,615
Accounts receivable	74,175	119,568
HST receivable	<u>43,923</u>	<u>14,674</u>
	<u>\$ 404,773</u>	<u>\$ 464,857</u>
LIABILITIES		
Bank loan (Note 6)	\$ -	\$ 40,000
Accounts payable and accrued liabilities	133,161	119,868
Deferred contributions (Note 7)	<u>20,050</u>	<u>49,745</u>
	<u>153,211</u>	<u>209,613</u>
NET FINANCIAL ASSETS	<u>251,562</u>	<u>255,244</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 10)	68,127	47,011
Accumulated amortization (Note 10)	<u>(13,028)</u>	<u>(5,599)</u>
	55,099	41,412
Prepaid expenses	<u>3,717</u>	<u>8,109</u>
	<u>58,816</u>	<u>49,521</u>
ACCUMULATED SURPLUS	<u>\$ 310,378</u>	<u>\$ 304,765</u>
COMMITMENTS AND CONTINGENCIES (Note 8)		

APPROVED BY:

Thomas De Klerk Commission Member

M. J. [Signature] Commission Member

REGIONAL SERVICE COMMISSION 8

CONSOLIDATED STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>2017</u> Under (Over)	<u>2017</u> Budget (Note 14)	<u>2017</u> Actual	<u>2016</u> Actual
REVENUE (Notes 11 and 15)				
Cooperative and regional planning services	\$ (65,945)	\$ 86,696	\$ 152,641	\$ 127,727
Local planning services	-	549,126	549,126	465,630
Solid waste services	(73,028)	1,533,573	1,606,601	1,580,297
Other	(936)	-	936	3,524
Interest	<u>-</u>	<u>-</u>	<u>-</u>	<u>8</u>
	<u>(139,909)</u>	<u>2,169,395</u>	<u>2,309,304</u>	<u>2,177,186</u>
EXPENDITURE (Notes 11 and 15)				
Corporate services	12,585	395,199	382,614	399,716
Cooperative and regional planning services	(62,237)	1,500	63,737	63,935
Local planning services	668	389,970	389,302	395,790
Solid waste services	<u>(56,137)</u>	<u>1,409,627</u>	<u>1,468,038</u>	<u>1,405,874</u>
	<u>(105,121)</u>	<u>2,196,296</u>	<u>2,303,691</u>	<u>2,265,315</u>
ANNUAL SURPLUS (DEFICIT) FOR THE YEAR (Note 12)	<u>\$ 32,514</u>	<u>\$ (26,901)</u>	5,613	(88,129)
ACCUMULATED SURPLUS - BEGINNING OF YEAR			<u>304,765</u>	<u>392,894</u>
ACCUMULATED SURPLUS - END OF YEAR			<u>\$ 310,378</u>	<u>\$ 304,765</u>

REGIONAL SERVICE COMMISSION 8

CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

AS AT DECEMBER 31, 2017

	2017	2016
Annual surplus (deficit)	\$ 5,613	\$ (88,129)
Acquisition of tangible capital assets	(21,116)	(7,967)
Amortization of tangible capital assets	<u>7,429</u>	<u>4,332</u>
	<u>(8,074)</u>	<u>(91,764)</u>
Acquisition of prepaid expenses	8,109	130
Use of prepaid expenses	<u>(3,717)</u>	<u>(7,979)</u>
	<u>4,392</u>	<u>(7,849)</u>
Increase (decrease) in net financial assets	(3,682)	(99,613)
Net financial assets, beginning of year	<u>255,244</u>	<u>354,857</u>
Net financial assets, end of year	<u>\$ 251,562</u>	<u>\$ 255,244</u>

APPROVED BY:

Thomas Parthell Commission Member

M. T. [Signature] Commission Member

REGIONAL SERVICE COMMISSION 8

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>2017</u>	<u>2016</u>
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS		
OPERATING TRANSACTIONS		
Annual surplus (deficit)	\$ 5,613	\$ (88,129)
Amortization of tangible capital assets	7,429	4,332
Accounts receivable	45,393	(94,164)
HST receivable	(29,250)	18,679
Accounts payable and accrued liabilities	13,295	56,747
Funds held in trust	-	(1,812)
Deferred contributions	(29,695)	12,475
Prepaid expenses	<u>4,392</u>	<u>(7,979)</u>
	<u>17,177</u>	<u>(99,851)</u>
CAPITAL TRANSACTIONS		
Acquisition of tangible capital assets	<u>(21,116)</u>	<u>(7,967)</u>
FINANCING TRANSACTIONS		
Bank loan	<u>(40,000)</u>	<u>40,000</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS		
	(43,939)	(67,818)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>330,615</u>	<u>398,433</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 286,676</u>	<u>\$ 330,615</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

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 two municipalities and several 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, 2017

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 December 8, 2016 and were submitted to the Minister of Environment and Local Government on December 8, 2016.

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.

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

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.

Cooperative 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>Method</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, 2017

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, 2017.

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, 2017, the Provincial Department of the Environment and Local Government accounted for 21.8% 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>2017</u>	<u>2016</u>
Cash - reserve funds	\$ 180,700	\$ 169,288
Cash - restricted	20,050	49,745
Cash - unrestricted	<u>85,925</u>	<u>111,582</u>
	<u>\$ 286,675</u>	<u>\$ 330,615</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

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 \$33,750 (2016 - \$73,987) 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, 2017, \$63,445 (2016- \$61,512) 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 31, 2018. The lease provides for monthly installments in advance in the amount of \$3,000 plus HST.

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>2017</u>	<u>2016</u>
2017 Surplus	\$ 123,984	\$ -
2016 Deficit	(8,543)	(8,543)
2015 Surplus	<u>-</u>	<u>125,942</u>
	<u>\$ 115,441</u>	<u>\$ 117,399</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

10. SCHEDULE OF TANGIBLE CAPITAL ASSETS --

	<u>Land</u>	<u>Equipment</u>	<u>Computers</u>	<u>2017 Total</u>	<u>2016 Total</u>
Balance - beginning of year	\$ 28,340	\$ 10,704	\$ 7,967	\$ 39,044	\$ 39,044
Add: Net additions during the year	-	21,116	-	21,116	7,967
Less: Disposals during the year	-	-	-	-	-
Balance - end of year	<u>28,340</u>	<u>31,820</u>	<u>7,967</u>	<u>68,127</u>	<u>47,011</u>
ACCUMULATED AMORTIZATION					
Balance - beginning of year	-	3,408	2,191	5,599	1,267
Add: Amortization during the year	-	4,252	3,177	7,429	4,332
Less: Accumulated amortization on disposals	-	-	-	-	-
Balance - end of year	<u>-</u>	<u>7,660</u>	<u>5,368</u>	<u>13,028</u>	<u>5,599</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>\$ 28,340</u>	<u>\$ 24,160</u>	<u>\$ 2,599</u>	<u>\$ 55,099</u>	<u>\$ 41,412</u>
Consists of:					
Solid Waste Assets	\$ -	\$ 21,116	\$ -	\$ -	\$ -
Local Planning Assets	<u>28,340</u>	<u>3,044</u>	<u>2,599</u>	<u>55,099</u>	<u>41,412</u>
	<u>\$ 28,340</u>	<u>\$ 24,160</u>	<u>\$ 2,599</u>	<u>\$ 55,099</u>	<u>\$ 41,412</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

11. SCHEDULE OF SEGMENT DISCLOSURE

		Local Planning Services	Corporate Services	Cooperative and Regional Planning Services	2017 Consolidated	2016 Consolidated
REVENUE						
Member charges	\$ 938,424	\$ 549,126	\$ -	\$ 86,696	\$ 1,574,246	\$ 1,470,445
Sales of services	668,177	-	-	65,945	734,122	703,209
Other	-	936	-	-	936	3,524
Interest	-	-	-	-	-	8
	<u>1,606,601</u>	<u>550,062</u>	<u>-</u>	<u>152,641</u>	<u>2,309,304</u>	<u>2,177,186</u>
EXPENDITURE						
Salaries and benefits	306,706	346,823	215,750	-	869,279	868,790
Tipping fees	734,936	-	-	-	734,936	768,884
Goods and services	424,285	37,161	166,864	63,737	692,047	623,147
Amortization	2,112	5,317	-	-	7,429	4,332
Other	-	-	-	-	-	162
	<u>1,468,039</u>	<u>389,301</u>	<u>382,614</u>	<u>63,737</u>	<u>2,303,691</u>	<u>2,265,315</u>
SURPLUS (DEFICIT) FOR THE YEAR	<u>\$ 138,562</u>	<u>\$ 160,761</u>	<u>\$ (382,614)</u>	<u>\$ 88,904</u>	<u>\$ 5,613</u>	<u>\$ (88,129)</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

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
2017 annual surplus (deficit)	\$ 138,562	\$ 160,761	\$ 88,904	\$ (382,614)	\$ -	\$ -	\$ 5,613
Adjustments to annual surplus (deficit) for funding requirements							
Second previous year's surplus (deficit)	20,710	91,862	13,370	-	-	-	125,942
Transfers between funds							
Transfer from Solid Waste Services Fund to Corporate Services Fund	(137,742)	(168,349)	(76,523)	382,614	-	-	-
Transfer from Solid Waste Services Fund to Solid Waste Operating Reserve	(15,000)	-	-	-	-	15,000	-
Capital asset purchased by Solid Waste Operating Reserve Fund	-	-	-	-	3,588	(3,588)	-
Amortization expense	2,112	5,317	-	-	-	-	7,429
Total adjustments to 2017 annual surplus (deficit)	<u>(129,920)</u>	<u>(71,170)</u>	<u>(63,153)</u>	<u>382,614</u>	<u>3,588</u>	<u>11,412</u>	<u>133,371</u>
Annual surplus (deficit) for funding requirements	<u>\$ 8,642</u>	<u>\$ 89,591</u>	<u>\$ 25,751</u>	<u>\$ -</u>	<u>\$ 3,588</u>	<u>\$ 11,412</u>	<u>\$ 138,984</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

13. STATEMENT OF RESERVES

	Local Collaborative Regional Planning Operating Reserve	Local Planning Capital Reserve	Solid Waste Operating Reserve	Solid Waste Capital Reserve	2017	2016
ASSETS						
Cash	\$ 28,800	\$ 118,168	\$ 16,732	\$ 10,000	\$ 180,700	\$ 169,288
ACCUMULATED SURPLUS	\$ 28,800	\$ 118,168	\$ 16,732	\$ 10,000	\$ 180,700	\$ 169,288

REVENUE

Transfers from General Operating Fund to Solid Waste Operating Reserve Fund	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -
---	------	------	-----------	------	------	------

EXPENDITURE

Transfers to General Operating Fund from Reserve Fund	-	-	-	-	-	-
Transfers to Capital Fund from Reserve Fund	-	-	3,588	-	3,588	25,656
ANNUAL DEFICIT	\$ -	\$ -	\$ 11,412	\$ -	\$ (3,588)	\$ (25,656)

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

13. STATEMENT OF RESERVES (cont'd)

Resolutions regarding transfer to and from reserves:

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.

Motion to deposit \$10,000 in Solid Waste Operating Reserve by Director McCrea, seconded by Director Thorne. Motion to amend amount to \$15,000 by Director Thorne and seconded by Director McCrea. Motions made on November 28, 2017.

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

June 8, 2018

Date

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

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 Assets	Principal Debt Repayments	Transfers	Total
REVENUE									
Member charges	\$ -	\$ 86,696	\$ 549,126	\$ 583,000	\$ 1,218,822	\$ -	\$ -	\$ -	\$ 1,218,822
Sales of services	-	-	-	530,000	530,000	-	-	-	530,000
Government transfers	-	-	-	380,706	380,706	-	-	-	380,706
Transfer from own and other funds	395,199	-	-	-	395,199	-	-	(395,199)	-
Surplus of the second previous year	-	-	14,731	18,326	33,057	-	-	(33,057)	-
Other revenue	-	-	-	39,867	39,867	-	-	-	39,867
	<u>395,199</u>	<u>86,696</u>	<u>563,857</u>	<u>1,551,899</u>	<u>2,597,651</u>	<u>-</u>	<u>-</u>	<u>(428,256)</u>	<u>2,169,395</u>
EXPENDITURES									
Governance	39,390	-	-	-	39,390	-	-	-	39,390
Administration	351,309	79,040	311,506	471,399	1,213,254	-	-	(395,199)	818,055
Regional planning	-	500	-	-	500	-	-	-	500
Regional emergency measures planning	-	500	-	-	500	-	-	-	500
Regional sport, recreation and culture infrastructure	-	500	-	-	500	-	-	-	500
Planning and building inspection services	-	-	252,351	-	252,351	-	-	-	252,351
Operations - solid waste service	-	-	-	1,080,500	1,080,500	-	-	-	1,080,500
Other financing charges	4,500	-	-	-	4,500	-	-	-	4,500
Second previous year deficit	-	6,156	-	-	6,156	-	-	(6,156)	-
	<u>395,199</u>	<u>86,696</u>	<u>563,857</u>	<u>1,551,899</u>	<u>2,597,651</u>	<u>-</u>	<u>-</u>	<u>(401,355)</u>	<u>2,196,296</u>
Surplus (deficit)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (26,901)</u>	<u>\$ (26,901)</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

15. REVENUE AND EXPENDITURES SUPPORT

	<u>2017</u> Under (Over)	<u>2017</u> Budget	<u>2017</u> Actual	<u>2016</u> Actual
<u>REVENUE</u>				
COOPERATIVE AND REGIONAL PLANNING SERVICES				
Member charges	\$ -	\$ 86,696	\$ 86,696	\$ 64,784
Waterford Youth Centre	(2,500)	-	2,500	1,431
Hampton Recreational Fund	(63,445)	-	63,445	61,512
	<u>\$ (65,945)</u>	<u>\$ 86,696</u>	<u>\$ 152,641</u>	<u>\$ 127,727</u>
LOCAL PLANNING SERVICES				
Member charges	<u>\$ -</u>	<u>\$ 549,126</u>	<u>\$ 549,126</u>	<u>\$ 465,630</u>
SOLID WASTE SERVICES				
Member charges	\$ 25,282	\$ 963,706	\$ 938,424	\$ 940,031
Industrial, commercial and institutional	(12,619)	530,000	542,619	553,565
Recycling	(18,520)	39,867	58,387	39,021
Other	(67,171)	-	67,171	47,680
	<u>\$ (73,028)</u>	<u>\$ 1,533,573</u>	<u>\$ 1,606,601</u>	<u>\$ 1,580,297</u>
<u>EXPENDITURES</u>				
CORPORATE SERVICES				
Governance				
Board Members				
Honorariums	\$ (440)	\$ 16,150	\$ 16,590	\$ 19,931
Travel	(899)	4,000	4,899	5,058
Training and development	418	1,000	582	1,081
Meeting expenses	139	2,000	1,861	2,267
	<u>(782)</u>	<u>23,150</u>	<u>23,932</u>	<u>28,337</u>
Administration				
Executive Director's Office:				
Personnel				
Salaries and benefits	10,598	209,759	199,161	208,220
Travel	(1,557)	3,000	4,557	3,866
Training and development	1,122	1,500	378	722
Memberships	(54)	300	354	435
Financial Management				
External audit and accounting fees	2,401	16,000	13,599	12,279
Bank charges	(3,376)	4,500	7,876	6,333

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

15. REVENUE AND EXPENDITURES SUPPORT (cont'd)

	<u>2017</u> Under (Over)	<u>2017</u> Budget	<u>2017</u> Actual	<u>2016</u> Actual
CORPORATE SERVICES (cont'd)				
Other Administrative Services:				
Advertising and public relations	425	500	75	70
Liability insurance	(174)	21,000	21,174	21,045
Professional and consulting services	3,994	10,000	6,006	11,955
Office building	7	37,550	37,543	42,861
Legal services	1,687	2,000	313	2,707
Office equipment	(6)	11,000	11,006	11,399
Office supplies	(163)	3,000	3,163	3,156
Postage and courier	708	2,000	1,292	1,153
Telephone	(50)	9,000	9,050	9,542
Software and website	(960)	3,000	3,960	-
Subscriptions	(12)	200	212	210
Miscellaneous	(1,324)	1,500	2,824	2,775
Technology allowance	1,120	16,240	15,120	13,920
Business services	(2,523)	7,000	9,523	9,021
Hydro	1,504	13,000	11,496	9,548
Bad debt expense	-	-	-	162
	<u>13,367</u>	<u>372,049</u>	<u>358,682</u>	<u>371,379</u>
	<u>\$ 12,585</u>	<u>\$ 395,199</u>	<u>\$ 382,614</u>	<u>\$ 399,716</u>

COOPERATIVE AND REGIONAL PLANNING SERVICES

Administration

Regional planning	\$ 500	\$ 500	\$ -	\$ 90
Regional Emergency Measures Planning	500	500	-	375
Regional Sports, Recreation and Culture Infrastructure planning and cost-sharing	208	500	292	907
Waterford Youth Centre	-	-	-	1,051
Hampton Recreational Fund	<u>(63,445)</u>	<u>-</u>	<u>63,445</u>	<u>61,512</u>
	<u>\$ (62,237)</u>	<u>\$ 1,500</u>	<u>\$ 63,737</u>	<u>\$ 63,935</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

15. REVENUE AND EXPENDITURES SUPPORT (cont'd)

	<u>2017</u>	<u>2017</u>	<u>2017</u>	<u>2016</u>
	Under (Over)	Budget	Actual	Actual
LOCAL PLANNING SERVICES				
Administration				
Personnel				
Salaries and benefits	\$ (264)	\$ 125,119	\$ 125,383	\$ 142,936
Travel	88	1,000	912	1,264
Training and development	2,659	4,000	1,341	1,405
Membership	539	750	211	706
Telephone	(481)	1,000	1,481	1,137
Professional and consulting services software	1,043	4,750	3,707	3,620
Miscellaneous	<u>413</u>	<u>1,000</u>	<u>587</u>	<u>1,403</u>
	<u>3,997</u>	<u>137,619</u>	<u>133,622</u>	<u>152,471</u>
Planning Services				
Personnel				
Salaries and benefits	429	37,490	37,061	36,071
Travel	70	250	180	-
Training and development	123	750	627	514
Advertising	1,410	2,500	1,090	-
Maps and reference material	(200)	250	450	459
Registration of by-law and regulations	(255)	-	255	-
Amortization	<u>(5,318)</u>	<u>-</u>	<u>5,318</u>	<u>4,332</u>
	<u>(3,741)</u>	<u>41,240</u>	<u>44,981</u>	<u>41,376</u>
Inspection Services				
Personnel				
Salaries and benefits	5,233	189,611	184,378	179,554
Travel	(3,845)	13,750	17,595	15,010
Training and development	1,659	3,750	2,091	3,050
Map and reference material	(200)	250	450	459
Memberships	83	750	667	737
PRAC	<u>(2,518)</u>	<u>3,000</u>	<u>5,518</u>	<u>3,133</u>
	<u>412</u>	<u>211,111</u>	<u>210,699</u>	<u>201,943</u>
	<u>\$ 668</u>	<u>\$ 389,970</u>	<u>\$ 389,302</u>	<u>\$ 395,790</u>

REGIONAL SERVICE COMMISSION 8

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2017

15. REVENUE AND EXPENDITURES SUPPORT (cont'd)

	<u>2017</u> Under (Over)	<u>2017</u> Budget	<u>2017</u> Actual	<u>2016</u> Actual
SOLID WASTE SERVICES				
Administration				
Business services - executive services contract	\$ -	\$ -	\$ -	\$ -
Accounting and financial consulting	11	2,500	2,489	782
Bad debts	(162)	-	162	-
Meal allowance	-	-	-	-
Illegal dumping sites - site investigation, clean-up	2,082	2,200	118	-
Free events	2,546	4,000	1,454	2,862
Advertising - all events	1,595	2,000	405	436
Repair and maintenance	399	9,500	9,101	7,294
Waste management committee	692	1,000	308	340
Public education	2,000	2,000	-	388
Amortization	<u>(2,112)</u>	<u>-</u>	<u>2,112</u>	<u>-</u>
	<u>9,325</u>	<u>23,200</u>	<u>16,149</u>	<u>12,102</u>
Hazardous Household Waste				
Battery recycling program - collection and disposal	2,460	4,000	1,540	827
Other - environmental trust fund	<u>(62,481)</u>	<u>-</u>	<u>62,481</u>	<u>15,962</u>
	<u>(60,021)</u>	<u>4,000</u>	<u>64,021</u>	<u>16,789</u>
Operations				
Salaries and benefits	(1,079)	305,627	306,706	282,079
Tipping fees	(20,937)	714,000	734,937	768,884
Scales	2,089	9,500	7,411	4,779
Equipment leases	5,664	272,000	266,336	250,142
Fuel	902	17,000	16,098	14,297
Repairs and maintenance	3,131	20,300	17,169	14,940
Property taxes	1,023	22,000	20,977	21,493
Office	2,866	12,500	9,634	11,236
Utilities	30	6,000	5,970	5,277
Travel	532	1,500	968	1,572
Training	<u>338</u>	<u>2,000</u>	<u>1,662</u>	<u>2,284</u>
	<u>(5,441)</u>	<u>1,382,427</u>	<u>1,387,868</u>	<u>1,376,983</u>
	<u>\$ (56,137)</u>	<u>\$ 1,409,627</u>	<u>\$ 1,468,038</u>	<u>\$ 1,405,874</u>