Financial Statements March 31, 2019

### Management's Report

The integrity, relevance, and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies is disclosed in note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current period cannot be finalized with certainty until future periods.

To meet its responsibility, 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 financial statements. These systems are monitored and evaluated by management.

The Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control, and exercises these responsibilities through the Council. The Council reviews internal financial statements on a monthly basis and external audited financial statements yearly. The Council also discusses any significant financial reporting or internal control matters prior to their approval of the financial statements.

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

Stephanie Moase, Chief Administrative Officer	Gerard Watts, Mayor



Member of The AC Group of Independent Accounting Firms

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September 11, 2019

### **Independent Auditor's Report**

### To the Members of Rural Municipality of North Shore

### Opinion

We have audited the accompanying financial statements of Rural Municipality of North Shore, which comprise the statement of financial position as at March 31, 2019, and the statements of operations, accumulated surplus, changes in net assets and cash flows for the 15-month period then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Rural Municipality of North Shore as at March 31, 2019, and the results of its operations and its cash flows for the 15-month period then ended in accordance with Canadian public sector accounting standards.

### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of Rural Municipality of North Shore in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with

Canadian public sector accounting standards, and for such internal control as management determines is necessary
to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or
error.

In preparing the financial statements, management is responsible for assessing Rural Municipality of North Shore's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate Rural Municipality of North Shore or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Rural Municipality of North Shore's financial reporting process.

### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are
  appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of
  Rural Municipality of North Shores internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Rural Municipality of North Shore's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause Rural Municipality of North Shore to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Arsenault Best Cameron Ellis

**Chartered Professional Accountants** 

Statement of Financial Position

As at March 31, 2019

	March 31, 2019 \$	December 31, 2017 \$
Financial assets		
Cash	206,067	14,450
Guaranteed investment certificates	15,700	56,110
Accounts receivable (note 2)	14,184	29,528
Restricted cash - infrastructure funding	113,993	47,245
Restricted cash - green space and recreation fund	25,384	25,384
Total financial assets	375,328	172,717
Liabilities		
Accounts payable and accrued liabilities (note 3)	24,456	8,992
Deferred revenue - green space and recreation	25,083	25,083
Deferred revenue - official plan	1,022	1,022
Deferred revenue - infrastructure funding (notes 4 and 7)	74,933	4,706
	125,494	39,803
Net assets	249,834	132,914
Non-financial assets		
Tangible capital assets (Schedule 1)	1,251,790	1,129,930
Prepaid expenses	9,606	8,551
Inventory	923	922
	1,262,319	1,139,403
Accumulated surplus (note 7)	1,512,153	1,272,317

Approved	by	the	Council
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Councillor Councillor

# Rural Municipality of North Shore Statement of Accumulated Surplus

For the 15-month period ended March 31, 2019

	(15 months) March 31, 2019 \$	(12 months) December 31, 2017
Accumulated surplus - Beginning of period		
As previously reported	1,216,479	1,139,413
Prior period adjustment (note 7)	55,838	55,838
As restated	1,272,317	1,195,251
Annual surplus for the period	239,836	77,066
Accumulated surplus - End of period	1,512,153	1,272,317

Statement of Operations
For the 15-month period ended March 31, 2019

	(15 months) March 31, 2019 Budget	(15 months) March 31, 2019	(12 months) December 31, 2017
	(unaudited) \$	Actual \$	Actual
Revenue	J	. •	\$
Province of P.E.I property tax assessments	411,283	446,669	324,522
Building permit fees and development income	7,500	14,536	6,350
Province of P.E.I Community development program	-	1,052	-
Government contributions	25,000	15,300	150
Interest and miscellaneous	1,438	5,243	5,159
Canada Day Funding	1,200	800	1,200
Gain on amalgamation (note 6)	_	150,970	-
Total revenue - Stanhope Place (Schedule 2)	5,125	9,912	3,114
Total revenue - NSCC (Schedule 3)	44,750	54,524	33,014
Total revenue	496,296	699,006	373,509
Direct expense North Shore Rural Community Fire Co. dues	182,813	198,466	140,664
	313,483	500,540	232,845
		<u> </u>	
Expenses Administrator (note 5)	51,375	65,713	40.734
Administrator (note 5)	1,500	474	663
Building permit administration/mileage	28,875	10,544	9,798
Community events	17,000	1,184	2,081
Conferences and dues	6,250	3,971	1,353
Election expenses	ŕ. <u>-</u>	2,294	, · -
EMO	2,750	2,750	2,000
Federation of Municipalities	-	5,028	4,404
Friends of the Bay/Watershed	2,500		1,750
Grand Tracadic	· <del>.</del>	6,806	
Honorariums	18,125	16,214	14,500
Insurance	19,500	12,261	10,225
Office, bank charges and miscellaneous Professional fees	15,625 25,000	7,247 27,218	2,709
Promenade electricity	23,000 908	1,000	11,120 698
Repairs and maintenance	2,500	1,054	1,173
Telephone and internet	3,750	2,216	960
Web administration	1,250	1,630	946
Total expenses - Stanhope Place (Schedule 2)	9,375	14,733	6,967
Total expenses - NSCC (Schedule 3)	84,000	107,128	62,312
Amortization		77,931	48,708
	290,283	367,396	223,101
	23,200	133,144	9,744
Infrastructure funding			
Stanhope Place (Schedule 2)	<u>.</u>	42,075	<b>4</b>
ACOA capital grant	-	-	46,908
Capital Investment Plan - gas tax funding	99,000	57,233	8,646
Municipal Capital Expenditure Grant	•	7,384	11,268
Promenade Funding	_		500
	99,000	106,692	67,322
Annual surplus for the period	122,200	239,836	77,066

Statement of Changes in Net Assets

For the 15-month period ended March 31, 2019

	(15 months) March 31, 2019 Budget (unaudited) \$ (15 months) March 31, 2019 Actual \$	March 31, 2019	, December 31,	
			Actual \$	
Annual surplus for the period	122,200	239,836	77,066	
Amortization of tangible capital assets	-	77,931	48,708	
Purchase of tangible capital assets	(99,000)	(108,237)	(122,829)	
Change in prepaid expenses	-	(1,055)	(427)	
Change in inventory	-	-	(348)	
Transfer of tangible capital assets on amalgamation		(91,555)	_	
	23,200	116,920	2,170	
Net assets - Beginning of period	132,914	132,914	130,744	
Net assets - End of period	156,114	249,834	132,914	

Statement of Cash Flows

For the 15-month period ended March 31, 2019

	(15 months) March 31, 2019 \$	(12 months) December 31, 2017 \$
Cash provided by (used in)		
Operating activities		
Annual surplus for the period	239,836	77,066
Items not affecting cash Amortization	77,931	48,708
Gain recognized on amalgamation	(150,970)	46,706
	166,797	125,774
Net change in non-cash working capital items		
Decrease (increase) in accounts receivable	15,344	(2,629)
Increase in inventory	-	(348)
Increase in prepaid expenses	(1,055)	(427)
Increase (decrease) in accounts payable and accrued liabilities	4,157	(6,504)
Increase in deferred revenue - infrastructure funding	70,227	33,932
	88,673	24,024
	255,470	149,798
Investing activities		
Decrease (increase) in guaranteed investment certificates	40,410	(595)
Purchase of tangible capital assets	(108,237)	(122,829)
Increase in restricted cash - infrastructure funding	(66,748)	(47,245)
Increase in restricted cash - green space and recreation fund		(231)
	(134,575)	(170,900)
Increase (decrease) in cash	120,895	(21,102)
Cash - Beginning of period	14,450	35,552
Cash - transferred in on amalgamation (note 6)	70,722	
Cash - End of period	206,067	14,450

Notes to Financial Statements March 31, 2019

### 1 Summary of significant accounting policies

The financial statements of the Rural Municipality of North Shore (the "Municipality") are prepared by management in accordance with Canadian Public Sector Accounting Standards of CPA Canada. Significant aspects of the accounting policies adopted by the Municipality are as follows:

### Reporting entity

The financial statements reflect the assets, liabilities, revenues, expenses, changes in net assets and in the financial position of the reporting entity. The reporting entity is comprised of all organizations and committees that are accountable to the Municipality for administration of their financial affairs and resources, and which are owned or controlled by the Municipality. The operations of Stanhope Place and North Shore Community Centre are reflected in these financial statements.

### **Basis of accounting**

The accrual basis of accounting is used for all funds. The accrual basis of accounting recognizes revenues as they are earned and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods and services and the creation of a legal obligation to pay.

### Cash

Cash includes cash on hand and bank account balances.

### Restricted cash

Cash is held in separate bank accounts to fund the green space and recreation fund and infrastructure funding.

### Tangible capital assets

Tangible capital assets are recorded at cost. Amortization of capital assets is calculated using the declining balance method at the annual rate of 4% for building, promenade and school centre, 5% for walking track and floating dock, 8% for land improvements, 10% for ballfield and 20% for equipment.

One-half of the normal rate of amortization is recorded in the year of acquisition; no amortization is recorded in the year of disposal.

### Management estimates

The presentation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reported period. Significant items subject to such estimates and assumptions include the valuation of accounts receivable and estimated useful life of tangible capital assets. Actual results could differ from those reported.

Notes to Financial Statements March 31, 2019

### Revenue recognition

Tax revenue consists of property tax billings which are received directly from the Province of Prince Edward Island. Taxes are billed based on the assessment rolls provided by the Province of Prince Edward Island at rates established by the Municipality. Taxation revenue is recorded as it is received in monthly installments from the Province of Prince Edward Island. Assessments and the related property taxes are subject to appeal to the Province of Prince Edward by residents. The Municipality's revenue is adjusted for any of these appeals using a yearly statement.

Other revenue is recorded when it is earned and collection is reasonably assured.

### Government transfers

Revenue from governments without eligibility criteria or stipulations is recognized as revenue by the Municipality when the transfer is authorized. Revenue with eligibility criteria is recognized as revenue by the Municipality when the transfer is authorized and all eligibility criteria have been met, unless there is a stipulation that gives rise to an obligation that meets the definition of a liability. In that case, the transfer is recorded as a liability and recognized as revenue as the stipulations are met. Revenue with stipulations is recognized as revenue by the Municipality when the transfer is authorized and all stipulations have been met.

Transfers to other organizations are recognized as an expense when they are authorized.

### Fair value of financial instruments

Financial instruments are comprised of cash, guaranteed investment certificates, accounts receivable, restricted cash - greenspace and recreation fund, restricted cash - infrastructure funding and accounts payable and accrued liabilities. Due to their short term nature, all financial instruments are carried at amounts which are considered to approximate their fair value.

### 2 Accounts receivable

	March 31, 2019 \$	December 31, 2017 \$
Government contributions receivable	7,135	23,400
HST receivable	7,049	6,128
	14,184	29,528

Notes to Financial Statements March 31, 2019

### 3 Accounts payable and accrued liabilities

	March 31, 2019 \$	December 31, 2017 \$
Trade accounts payable	11,145	7,731
Payroll withholding taxes payable	4,660	1,261
HST payable	8,651	
	24,456	8,992

### 4 Deferred revenue

	March 31, 2019 \$	December 31, 2017 \$
Balance - beginning of year	4,706	(29,226)
Government funding received	127,460	42,578
Eligible expenditures incurred	(57,233)	(8,646)
Balance - End of year	74,933	4,706

Under the Agreement on the Transfer of Federal Gas Tax Revenues through the New Deal for Cities and Communities and the Municipal Strategic Component Project, the Community has received funds which are restricted for expenditure on eligible projects. The Municipality will prepare, for approval by the governmental regulating body, a Capital Investment Plan which details expenditures.

### 5 Expenditures - Administrator

Expenditures - Administrator	(15 months) March 31, 2019 Budget	(15 months) March 31, 2019	(12 months) December 31, 2017
·	(unaudited)	Actual	Actual
	\$	\$	\$
Wages Benefits Mileage	50,625 - 750	59,371 5,232 1,110	37,616 2,520 598
	51,375	65,713	40,734

### 6 Amalgamation

In September 2018, the Rural Municipality of North Shore amalgamated with the Community of Grand Tracadie and the Community of Pleasant Grove. This amalgamation resulted in the transfer of assets, liabilities and related responsibilities from the Communities of Grand Tracadie and Pleasant Grove to the Rural Municipality of North Shore.

As a result of the amalgamation, the assets and liabilities in the following financial statement classifications were recognized by the Municipality at the amalgamation date:

	Community of Grand Tracadie \$	Community of Pleasant Grove	Total \$
Cash Tangible capital assets	42,390 91,555	28,332	70,722 91,555
Tanglore capital assets			71,333
Total assets recognized	133,945	28,332	162,277
Accounts payable	5,554	-	5,554
HST payable	5,753	<del></del>	5,753
Total liabilities recognized	11,307	-	11,307
Gain recognized on amalgamation	122,638	28,332	150,970

### 7 Prior period adjustment

During the 2019 audit, it was discovered that gas tax revenue funding that was received or receivable in 2016 for eligible expenditures made in 2015 was not recorded as infrastructure funding revenue in the 2016 financial statements.

As a result, a prior period adjustment has been recorded in this set of financial statements and it has had the following effects on the December 31, 2017 comparative figures:

- Deferred revenue infrastructure funding has decreased by \$55,838; and
- Accumulated surplus has increased by \$55,838.

Schedule of Tangible Capital Assets

For the 15-month period ended March 31, 2019 and year ended December 31, 2017

Schedule 1

value 2019 2017 Net book value Net book 585,444 20,375 481,618 32,493 March 31, 584,939 72,929 457,538 18,025 34,720 December 31, 10,000 12,187 56,734 1,129,930 4,717 ,251,790 10,001 amortization Ending S Ending S 2019 amortization 2017 Accumulated Accumulated 57,211 317,560 341,640 330,335 360,345 73,325 11,463 6,856 13,813 7,828 10,393 819,388 711,962 581 Amortization In Amortization \$ 30,010 813 2,986 22,184 3,853 19,999 48,708 15,250 24,080 674 3.537 77,931 2,672 581 Transferred Transferred 13,000 29,495 864 10,789 4,842 Beginning \$ Beginning 308,151 53,358 297,561 57,211 317,560 6.856 4,184 330,335 711,962 663,254 Ending \$ Ending \$ Cost 2017 77,586 799,178 39,349 2019 915,779 945,284 146,254 799,178 16,180 26,000 64,562 18,606 2,071,178 10,000 1,841,892 Additions 106,069 9,926 3,314 3,520 Additions 18,606 5,764 29,505 108,237 54,362 122,829 Transferred Transferred 16,180 26,000 121,049 14,306 64,562 Beginning S Beginning S 39,349 915,779 799,178 35,829 10,000 1,841,892 809,710 67,660 795,864 10,000 1,719,063 and improvements Land improvements Floating Dock Walking track School centre Promenade Equipment Promenade Equipment Ball field Building Building



Schedule of Operations - Stanhope Place

For the 15-month period ended March 31, 2019

Schedule 2

	(15 months) March 31, 2019 Budget (unaudited)	(15 months) March 31, 2019 Actual	(12 months) December 31, 2017  Actual
Revenue Card games and rental	1,875	5,595	1,721
Rentals Friends of Covehead Brackley Bay	1,250 1,750	4,317	1,343
Stanhope Historical Society	250	- -	50
<b>,</b>	5,125	9,912	3,114
Expenses Electricity Fuel Miscellaneous Repairs and maintenance Snow removal	5,000 625 - 1,875 1,875 9,375	7,177 404 528 250 6,374	3,886 26 1,850 1,205
•	(4,250)	(4,821)	(3,853)
Infrastructure funding Province of Prince Edward Island - Community Development Program	<u>-</u>	42,075	
Excess revenue (expenses) for the period	(4,250)	37,254	(3,853)

Schedule of Operations - North Shore Community Centre

For the 15-month period ended March 31, 2019

Schedule 3

	(15 months) March 31, 2019 Budget	(15 months) March 31, 2019	(12 months) December 31, 2017
	(unaudited)	Actual	Actual
	\$	\$	\$
Revenue			
Bar and canteen	12,500	11,969	7,837
Community events	3,000	2,893	3,092
Miscellaneous income	1,250	1,247	350
Rentals	25,000	33,810	17,742
Wage grant	3,000	4,605	3,993
	44,750	54,524	33,014
Expenses			
Activity supplies	2,500	6,080	3,820
Bar and canteen	4,375	6,328	5,244
Federation of Municipalities - NSCC	-	414	404
Electricity	6,250	9,128	5,121
Equipment expense		60	-
Fuel	6,250	9,376	4,089
Gas	500	-	334
Grants	-	6,100	=
Office, dues and miscellaneous	•	4,281	1,669
Utilities (recovery)	-	. <del>-</del>	(25)
Repairs and maintenance	31,000	21,159	19,791
Telephone and internet	-	2,273	1,503
Wages and levies	33,125	41,929	20,362
	84,000	107,128	62,312
Excess expenses for the period	(39,250)	(52,604)	(29,298)