

CORPORATION OF THE COUNTY OF ELGIN

Consolidated Financial Statements

December 31, 2018

CORPORATION OF THE COUNTY OF ELGIN
Consolidated Financial Statements
For the Year Ended December 31, 2018

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INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of The Corporation of the County of Elgin:

Opinion

We have audited the consolidated financial statements of The Corporation of the County of Elgin, which comprise the consolidated statement of financial position as at December 31, 2018, and the consolidated statement of operations and accumulated surplus, consolidated statement of changes in net financial assets and consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the Municipality's consolidated financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for public sector entities.

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 *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the consolidated 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 Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian accounting standards for public sector entities, 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.

In preparing the consolidated financial statements, management is responsible for assessing the Municipality'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 the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated 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 consolidated financial statements.



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INDEPENDENT AUDITORS' REPORT (CONTINUED)

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements (Continued)

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 consolidated 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 the Municipality's 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 the Municipality'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 consolidated 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 the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated 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.

St. Thomas, Ontario

July 9, 2019

Graham Scott Enns LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

Licensed Public Accountants

CORPORATION OF THE COUNTY OF ELGIN

Consolidated Statement of Financial Position As at December 31, 2018

	2018	2017
	<u>\$</u>	<u>\$</u>
FINANCIAL ASSETS		
Cash	15,003,288	14,908,344
Investments (Note 2)	14,299,324	10,117,186
Accounts receivable	3,171,024	2,845,595
Loans receivable (Note 3)	<u>170,000</u>	<u>180,000</u>
Total financial assets	<u>32,643,636</u>	<u>28,051,125</u>
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities	7,176,921	4,709,686
Employee post-retirement benefit liabilities (Note 4)	1,408,459	1,702,279
Long-term debt (Note 6 & 14))	<u>2,014,250</u>	<u>4,683,987</u>
Total financial liabilities	<u>10,599,630</u>	<u>11,095,952</u>
NET FINANCIAL ASSETS	<u>22,044,006</u>	<u>16,955,173</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 5)	187,118,875	185,869,333
Prepaid expenses	<u>381,776</u>	<u>475,864</u>
Total non-financial assets	<u>187,500,651</u>	<u>186,345,197</u>
ACCUMULATED SURPLUS (NOTE 7)	<u>209,544,657</u>	<u>203,300,370</u>

The accompanying notes are an integral part of these consolidated financial statements.

CORPORATION OF THE COUNTY OF ELGIN

Consolidated Statement of Operations and Accumulated Surplus For the Year Ended December 31, 2018

	Budget (Note 12) <u>\$</u>	Actual 2018 <u>\$</u>	Actual 2017 <u>\$</u>
REVENUES			
Requisition of local municipalities	35,441,605	35,535,217	34,183,030
Transfer payments			
Federal	1,729,222	1,607,046	1,708,522
Provincial	23,993,307	23,549,359	23,506,960
Municipal	3,211,292	3,496,250	2,690,349
User charges	6,701,531	6,679,489	6,444,841
Investment income	217,302	428,364	221,162
Other contributions	<u>3,049,437</u>	<u>3,318,339</u>	<u>2,970,461</u>
Total revenues	<u>74,343,696</u>	<u>74,614,064</u>	<u>71,725,325</u>
EXPENSES			
General government	6,286,100	5,631,868	6,053,870
Property assessment and support	767,262	767,262	747,784
Emergency measures	35,483	35,778	25,544
Provincial offences	1,886,349	1,704,156	1,659,055
Transportation services	13,409,372	13,286,357	12,686,977
Public health services	5,779,425	6,069,131	5,587,092
Ambulance services	10,366,963	9,996,330	9,806,928
Social and family services	785,013	789,467	814,323
Assistance to aged persons	23,844,477	23,710,394	23,234,029
Social housing	1,563,293	1,395,985	1,496,841
Libraries (Note 11)	2,875,386	2,835,616	2,764,096
Cultural services	561,344	535,660	513,759
Planning and development	328,341	292,931	255,255
Economic development	1,244,423	1,266,453	1,318,128
Agriculture and reforestation	<u>66,772</u>	<u>52,389</u>	<u>55,110</u>
Total expenses (Note 13[a])	<u>69,800,003</u>	<u>68,369,777</u>	<u>67,018,791</u>
ANNUAL SURPLUS	4,543,693	6,244,287	4,706,534
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>203,300,370</u>	<u>203,300,370</u>	<u>198,593,836</u>
ACCUMULATED SURPLUS, END OF YEAR (NOTE 7)	<u><u>207,844,063</u></u>	<u><u>209,544,657</u></u>	<u><u>203,300,370</u></u>

The accompanying notes are an integral part of these consolidated financial statements.

CORPORATION OF THE COUNTY OF ELGIN

**Consolidated Statement of Change in Net Financial Assets
For the Year Ended December 31, 2018**

	Budget	Actual 2018	Actual 2017
	<u>\$</u>	<u>\$</u>	<u>\$</u>
ANNUAL SURPLUS	4,543,693	6,244,287	4,706,534
Acquisition of tangible capital assets	(10,617,898)	(14,669,557)	(12,016,025)
Amortization of tangible capital assets	10,559,265	10,712,850	10,351,678
Decrease (increase) in prepaid expenses	-	94,088	(20,289)
Loss on equity transfer of Health Unit assets (Note 14)	-	2,665,395	-
Write-down of tangible capital assets	<u>-</u>	<u>41,770</u>	<u>801,891</u>
INCREASE IN NET FINANCIAL ASSETS	4,485,060	5,088,833	3,823,789
NET FINANCIAL ASSETS , BEGINNING OF YEAR	<u>16,955,173</u>	<u>16,955,173</u>	<u>13,131,384</u>
NET FINANCIAL ASSETS, END OF YEAR	<u><u>21,440,233</u></u>	<u><u>22,044,006</u></u>	<u><u>16,955,173</u></u>

The accompanying notes are an integral part of these consolidated financial statements.

CORPORATION OF THE COUNTY OF ELGIN

Consolidated Statement of Cash Flows For the Year Ended December 31, 2018

	2018	2017
	<u>\$</u>	<u>\$</u>
OPERATING ACTIVITIES		
Annual surplus	6,244,287	4,706,534
Items not involving cash:		
Amortization of tangible capital assets	10,712,850	10,351,678
Change in employee post-retirement benefit liabilities	(293,820)	412,580
Write-down of tangible capital assets	41,770	801,891
Loss on equity transfer of Health Unit assets (Note 14)	<u>2,665,395</u>	<u>-</u>
	19,370,482	16,272,683
Change in non-cash assets and liabilities related to operations (Note 13 [b])	<u>2,245,894</u>	<u>(1,657,512)</u>
	<u>21,616,376</u>	<u>14,615,171</u>
INVESTING ACTIVITIES		
Net increase in investments	<u>(4,182,138)</u>	<u>(7,099,753)</u>
CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	<u>(14,669,557)</u>	<u>(12,016,025)</u>
FINANCING ACTIVITIES		
Repayment of long-term debt	<u>(2,669,737)</u>	<u>(112,266)</u>
NET CHANGE IN CASH	94,944	(4,612,873)
CASH, BEGINNING OF YEAR	<u>14,908,344</u>	<u>19,521,217</u>
CASH, END OF YEAR	<u>15,003,288</u>	<u>14,908,344</u>

The accompanying notes are an integral part of these consolidated financial statements.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

Corporation of the County of Elgin (the "Municipality") is an upper-tier municipality, comprised of seven local municipalities, in the Province of Ontario. It conducts its operations guided by the provisions of provincial statutes such as the Municipal Act, Municipal Affairs Act and related legislation.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Municipality are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants. Significant aspects of the accounting policies adopted by the Municipality are as follows:

Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues, expenses of the reporting entity. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the Municipality and which are owned or controlled by the Municipality. All inter-fund assets, liabilities, revenues and expenses have been eliminated.

Consolidated Entities

There are no organizations or local boards that are consolidated in these financial statements.

Proportionate Consolidation

The Oxford Elgin St. Thomas Health Unit has been consolidated on a proportionate basis, based upon the percentage of grant money provided by the Municipality in comparison to the County of Oxford and the City of St. Thomas.

Trust Funds

Trust funds administered by the Municipality have not been included in the consolidated statement of Financial Position nor have their operations been included in the Consolidated Statement of Operations. At December 31, 2018 the Municipality held \$26,550 (2017 - \$26,448) in trust funds.

Basis of Accounting

The consolidated 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 as a result of receipt of goods or services and the creation of a legal obligation to pay.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Investments

Investments, consisting of money market funds and guaranteed investment certificates, are recorded at the lower of cost plus accrued interest and fair market value. Investment income earned on available funds is reported as revenue in the period earned.

Non-Financial Assets

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

i) 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 are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements	20 years
Buildings	20 -40 years
Furniture, fixtures and equipment	8 - 16 years
Computer equipment	2 -4 years
Vehicles	4 years
Roadways	5 - 80 years
Bridges	20 - 60 years
Library books	8 years

Amortization begins the first month of the year following the year the asset is placed in service and to the year of disposal. Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized

ii) Contributions of tangible capital assets

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

iv) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Deferred Revenue

The Municipality receives funds for specific purposes which are externally restricted by legislation, regulation or agreement. These restricted funds are not available for general municipal purposes and are recognized as revenue in the fiscal year the funds are used for the specified purpose.

Government Transfers

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined. Any amount received but restricted is recorded as deferred revenue in accordance with Section 3100 of the Public Sector Accounting Handbook and recognized as revenue in the period in which the resources are used for the purpose specified.

In addition, the Municipality periodically receives senior government capital funding in the form of infrastructure grants and receives ongoing funding from both senior levels of government as a result of an allocation of the gas tax funds.

Employee Benefit Plans

The Municipality provides a pension plan for its employees through the Ontario Municipal Employees Retirement System (OMERS). OMERS is a multi-employer pension plan which operates as the Ontario Municipal Employees Retirement Fund. The fund is a contributory defined benefit pension plan. As this is a multi-employer plan, no liability is recorded on the Municipality's books. The employer's contribution to a multi-employer, defined benefit plan are expensed as the obligations arise.

For those self-insured benefit obligations that arise from specific events that occur from time to time, such as obligations for workers' compensation and life insurance and health care benefits for those on disability leave, the cost is recognized immediately in the period the events occur. Any actuarial gains or losses that are related to these benefits are recognized immediately in the period they arise.

The Municipality is an employer included under Schedule II of the Workplace Safety and Insurance Act, it self-insures the entire risk of its own WSIB claims and is individually liable for reimbursing the WSIB for all costs relating to its workers' WSIB claims. The cost of the claims are expensed as incidents occur, while the liability for future benefit costs is determined by WSIB.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Provincial Offences Fines

The County administers the Provincial Offences Act (POA) on behalf of the Ministry of the Attorney General for the Elgin County Court Service Area.

Fine revenue is recognized as the fine payment is received. Fine revenue includes all monies received less payments made to other municipalities for monies received on their behalf. Revenue also includes outstanding transfers of fine receipts collected by other municipalities.

Tax Revenues

In 2018 the Municipality received \$35,535,217 (2017 - \$34,183,030) in property tax revenues. The authority to levy and collect property taxes is established under the Municipal Act 2001, the Assessment Act, the Education Act, and other legislation.

The amount of the total annual property tax levy is determined each year through Council's approval of the annual budget. Tax rates are set annually by Council for each class or type of property, in accordance with legislation and Council-approved policies, in order to raise the revenue required to meet operating budget requirements.

Taxation revenues are recorded at the time billings are issued. Additional property tax revenue can be added throughout the year, related to new properties that become occupied, or that become subject to property tax, after the return of the annual assessment roll used for billing purposes. The Municipality may receive supplementary assessment rolls over the course of the year from MPAC that identify new or omitted assessments. Property taxes for these supplementary/omitted amounts are then billed according to the approved tax rate for the property class.

Taxation revenues in any year may also be reduced as a result of reductions in assessment value rising from assessment and/or tax appeals. Each year, an amount is identified to cover the estimated amount of revenue loss attributable to assessment appeals, tax appeals or other deficiencies in tax revenue (e.g. uncollectible amounts, write-offs, etc.).

Use of Estimates

The preparation of financial statements 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 period. Significant estimates include assumptions used in estimating provisions for accrued liabilities, and in performing actuarial valuations of employee future benefits. Actual results could differ from these estimates.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Financial Instruments

The Municipality's financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities and long-term liabilities. Unless otherwise noted, it is management's opinion that the Municipality is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

Environmental Provisions and Contaminated Sites

The Municipality's may be exposed to litigation or other costs of remediation due to contaminated properties in it's jurisdiction. A liability for remediation is recognized in the financial statements when an environmental standard exists, contamination exceeds the standard, the government is responsible for the remediation and a reasonable estimate of the liability can be made. As at December 31, 2018 there were no properties that the Municipality was responsible to remedy and as such no liability has been accrued.

Recent Accounting Pronouncements

PSAB released a standard related to Financial Instruments (PS 3450). The standard applies to all local governments for fiscal years beginning on or after April 1, 2019. The standard applies to all types of financial instruments. The new standard requires that equity and derivative instruments be measured at fair value, with changes in value being recorded in the statement of remeasurement gains/losses. The standard gives the option of cost/amortized cost vs. fair value of remaining instruments, which is elected upon by the government organization. The Municipality has not yet determined what, if any, financial reporting implications may arise from this standard.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

2. INVESTMENTS

The investments consist of guaranteed investment certificates with maturity dates extending to November 2020 money market funds, recorded at cost plus accrued interest. Interest rates ranged from 1.25% to 3.58% during the year. The cost plus accrued interest approximates the fair market value of these investments due to the liquidity and nature of these investments.

	2018	2017
	<u>\$</u>	<u>\$</u>
Guaranteed investment certificates	<u>14,299,324</u>	<u>10,117,186</u>

3. LOAN RECEIVABLE

In 2016 \$100,000 was loaned to the Municipality of Central Elgin for the development of the Belmont Library. The loan is non-interest bearing and is to be repaid over 10 years. The balance outstanding at the end of the year is \$80,000 (2017 - \$80,000).

During the prior year \$100,000 was loaned to the Township of Southwold for the development of the Shedden Library. The loan is non-interest bearing and is to be repaid in 10 installments of \$10,000 annually. The balance outstanding at the end of the year is \$90,000 (2017 - \$100,000).

4. POST EMPLOYMENT BENEFITS

	2018	2017
	<u>\$</u>	<u>\$</u>
Vacation credits	637,479	583,307
Workplace Safety and Insurance premiums - Schedule II Employer	<u>770,980</u>	<u>1,118,972</u>
	<u>1,408,459</u>	<u>1,702,279</u>

The provision of certain employee vacation plans allow for the accumulation of vacation credits for use in future periods. The value of these credits at December 31, 2018 is \$637,479 (2017 - \$583,307).

The Municipality is a Schedule II employer under the Workplace and Safety and Insurance Act. As a Schedule II employer the Municipality assumes liability for any award made under the Act. The Workplace and Safety and Insurance Board has evaluated the liability estimates for future benefit costs at December 31, 2018 as \$770,980 (2017 - \$1,118,972).

CORPORATION OF THE COUNTY OF ELGIN

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2018**

5. TANGIBLE CAPITAL ASSETS

December 31, 2018

Cost	<u>Opening</u>	<u>Additions</u>	<u>Disposals</u>	<u>Ending</u>
Land	18,949,091	2,864	(181,612)	18,770,343
Land improvements	2,971,059	12,113	(51,142)	2,932,030
Buildings	38,747,183	1,229,812	(2,387,241)	37,589,754
Furniture, fixtures, and equipment	6,762,348	637,025	(201,004)	7,198,369
Computer equipment	879,530	449,610	(331,464)	997,676
Vehicles	1,903,791	-	(16,858)	1,886,933
Roadways	227,472,910	5,110,101	(1,417,234)	231,165,777
Bridges	37,090,930	-	-	37,090,930
Library - books and equipment	2,701,244	352,352	(237,780)	2,815,816
	<u>337,478,086</u>	<u>7,793,877</u>	<u>(4,824,335)</u>	<u>340,447,628</u>
Work In Progress	5,381,801	6,875,680	-	12,257,481
Total Cost	<u>342,859,887</u>	<u>14,669,557</u>	<u>(4,824,335)</u>	<u>352,705,109</u>
Accumulated Amortization	<u>Opening</u>	<u>Amortization</u>	<u>Disposal</u>	<u>Ending</u>
Land	-	-	-	-
Land improvements	1,697,830	117,802	(7,672)	1,807,960
Buildings	16,400,958	942,022	(183,402)	17,159,578
Furniture, fixtures and equipment	3,486,604	720,928	(77,270)	4,130,262
Computer equipment	440,141	206,794	(212,340)	434,595
Vehicles	1,102,291	278,902	(16,858)	1,364,335
Roadways	113,702,363	7,176,883	(1,381,848)	119,497,398
Bridges	18,927,192	963,451	-	19,890,643
Library - books and equipment	1,233,175	306,068	(237,780)	1,301,463
	<u>156,990,554</u>	<u>10,712,850</u>	<u>(2,117,170)</u>	<u>165,586,234</u>
Work In Progress	-	-	-	-
Total Accumulated Amortization	<u>156,990,554</u>	<u>10,712,850</u>	<u>(2,117,170)</u>	<u>165,586,234</u>
Net Book Value	<u>Opening</u>			<u>Ending</u>
Land	18,949,091			18,770,343
Land Improvements	1,273,229			1,124,070
Buildings	22,346,225			20,430,176
Furniture, fixtures and equipment	3,275,744			3,068,107
Computer equipment	439,389			563,081
Vehicles	801,500			522,598
Roadways	113,770,547			111,668,379
Bridges	18,163,738			17,200,287
Library - books and equipment	1,468,069			1,514,353
	<u>180,487,532</u>			<u>174,861,394</u>
Work In Progress	5,381,801			12,257,481
Total Net Book Value	<u>185,869,333</u>			<u>187,118,875</u>

CORPORATION OF THE COUNTY OF ELGIN

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2018**

5. TANGIBLE CAPITAL ASSETS (CONTINUED)

December 31, 2017

Cost	<u>Opening</u>	<u>Additions</u>	<u>Disposals</u>	<u>Ending</u>
Land	17,987,753	1,037,352	(76,014)	18,949,091
Land improvements	2,911,395	59,664	-	2,971,059
Buildings	38,590,580	382,624	(226,021)	38,747,183
Furniture, fixtures, and equipment	6,314,860	591,316	(143,828)	6,762,348
Computer equipment	681,435	198,095	-	879,530
Vehicles	1,801,509	486,457	(384,175)	1,903,791
Roadways	220,359,869	10,004,360	(2,891,319)	227,472,910
Bridges	36,183,855	907,075	-	37,090,930
Library - books and equipment	<u>2,338,622</u>	<u>362,622</u>	<u>-</u>	<u>2,701,244</u>
	327,169,878	14,029,565	(3,721,357)	337,478,086
Work In Progress	<u>7,395,341</u>	<u>(2,013,540)</u>	<u>-</u>	<u>5,381,801</u>
Total Cost	<u><u>334,565,219</u></u>	<u><u>12,016,025</u></u>	<u><u>(3,721,357)</u></u>	<u><u>\$ 342,859,887</u></u>
Accumulated Amortization	<u>Opening</u>	<u>Amortization</u>	<u>Disposal</u>	<u>Ending</u>
Land	-	-	-	-
Land improvements	1,576,593	121,237	-	1,697,830
Buildings	15,413,985	1,074,068	(87,095)	16,400,958
Furniture, fixtures and equipment	3,130,016	581,589	(225,001)	3,486,604
Computer equipment	269,780	170,361	-	440,141
Vehicles	1,155,634	249,663	(303,006)	1,102,291
Roadways	109,104,117	6,902,609	(2,304,363)	113,702,363
Bridges	17,963,027	964,165	-	18,927,192
Library - books and equipment	<u>945,189</u>	<u>287,986</u>	<u>-</u>	<u>1,233,175</u>
	149,558,341	10,351,678	(2,919,465)	156,990,554
Work In Progress	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Accumulated Amortization	<u><u>149,558,341</u></u>	<u><u>10,351,678</u></u>	<u><u>(2,919,465)</u></u>	<u><u>156,990,554</u></u>
Net Book Value	<u>Opening</u>			<u>Ending</u>
Land	17,987,753			18,949,091
Land Improvements	1,334,802			1,273,229
Buildings	23,176,595			22,346,225
Furniture, fixtures and equipment	3,184,844			3,275,744
Computer equipment	411,655			439,389
Vehicles	645,875			801,500
Roadways	111,255,752			113,770,547
Bridges	18,220,828			18,163,738
Library - books and equipment	<u>1,393,433</u>			<u>1,468,069</u>
	177,611,537			180,487,532
Work In Progress	<u>7,395,341</u>			<u>5,381,801</u>
Total Net Book Value	<u><u>185,006,878</u></u>			<u><u>185,869,333</u></u>

During the year there were write-downs of tangible capital assets of \$41,770 (2017 - \$801,891).

The County does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

6. LONG-TERM DEBT

The long-term debt represents the Municipality's proportionate share of the Oxford Elgin St. Thomas Public Health's debt to finance construction of a new office building completed in 2014. The organization was advanced \$9 million in 32 day banker acceptance notes at the CDOR rate of 1.22% plus a stamping fee of 0.40%. At the same time, the organization entered into an interest rate swap contract to fix the interest rate on the long-term financing at 2.85% for a 30 year period. As a result of these transactions, the organization has fixed their rate on this debt obligation at 2.85% plus 0.4% as a stamping fee (3.25% for 2018 and 2017). The stamping fee is reviewed every 15 years to determine if the risk assessment of the organization has changed. The Municipality's proportionate share of interest expense on the term loan was \$73,528 (2017 - \$155,654).

7. ACCUMULATED SURPLUS

The accumulated surplus consists of the following balances:

	2018	2017
	<u>\$</u>	<u>\$</u>
SURPLUS		
Tangible capital assets	187,118,875	185,869,333
Share of surplus in Oxford Elgin St. Thomas Health Unit	791,854	594,284
Reserves	<u>15,516,954</u>	<u>16,342,906</u>
	203,427,683	202,806,523
AMOUNTS TO BE RECOVERED		
Committed for completion of assets under construction	36,105,568	33,270,805
Long-term debt (Note 14)	(2,014,250)	(4,683,987)
Self-financed capital projects	<u>(27,974,344)</u>	<u>(28,092,971)</u>
ACCUMULATED SURPLUS	<u>209,544,657</u>	<u>203,300,370</u>
RESERVES		
Reserves set aside for specific purposes by Council:		
Contingencies	14,890,939	15,792,183
Homes for senior citizens	384,078	382,283
Libraries and cultural services	199,396	127,099
Other municipal services	<u>42,541</u>	<u>41,341</u>
Total reserves	<u>15,516,954</u>	<u>16,342,906</u>

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

8. PENSION AGREEMENTS

The Municipality makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The OMERS Administration Corporation, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and the administration of the benefits. Each year, an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits the members have earned to date. The most recent actuarial valuation of the Plan was conducted December 31, 2018, and the results of this valuation disclosed actuarial liabilities of \$100.1 billion in respect of benefits accrued for service with actuarial assets at that date of \$95.9 billion leaving an actuarial deficit of \$4.2 billion.

Because OMERS is a multi-employer pension plan, any pension surpluses or deficits are a joint responsibility of the Ontario municipal organizations and their employees. As a result, the Municipality does not recognize any share of the OMERS pension surplus or deficit. The amount contributed to OMERS for 2018 was \$1,505,460 (2017 - \$1,446,763) for current service. OMERS contribution rates for 2018 and 2017, depending on income level and retirement dates, ranged from 9.0% to 15.8%.

9. CONTINGENT LIABILITIES

As at December 31, 2018 certain legal actions are pending against the Municipality. The final outcome of the outstanding claims cannot be determined at this time. However, management believes that ultimate disposition of these matters will not materially exceed the amounts recorded in these consolidated financial statements.

Estimated costs to settle claims are based on available information and projections of estimated future expenses developed based on the Municipality's historical experience. Claims are reported as an operating expense in the year of the loss, where the costs are deemed to be likely and can be reasonable determined. Claim provisions are reported as a liability in the consolidated statement of financial position.

10. ALLOWANCE FOR TAXES RECEIVABLE

The Municipality makes annual estimates and allowances for potential exposure to property tax appeals, reassessments, environmental and collection issues. Included in the taxes receivable of its lower-tier municipalities' are taxes, penalties and interest due from two specific gas pipeline properties that are undergoing various appeals and financial restructuring. The Municipality's exposure to loss on these balances is estimated to be approximately \$350,000 if it is determined that nothing is recoverable from these properties. At year end, the Municipality made an assessment of the exposure based on the current information available. Based on this information, it was determined an allowance amount for these properties is indeterminable and as such no amounts have been allowed for in these financial statements.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

11. LIBRARY OPERATIONS

The Municipality Council, operating as a Committee of Council, oversees operations of the Elgin County library system. A summary of revenues and expenses of the library system operations is as follows:

	Budget 2018 \$	Actual 2018 \$	Actual 2017 \$
Revenues			
Province of Ontario	116,739	116,739	116,739
Book sales, donations, and other project revenue	16,000	34,487	25,341
Fines	35,996	31,570	31,266
Province of Ontario - project	4,250	4,250	34,836
Federal funding	-	-	5,291
Total revenues	<u>172,985</u>	<u>187,046</u>	<u>213,473</u>
Expenses			
Salaries and benefits	1,934,314	1,909,550	1,865,828
Lease space	426,516	424,876	410,195
Electronic resources and periodicals	81,360	77,394	72,169
Programs	11,996	26,826	24,477
Photocopy, office supplies	25,898	22,900	22,909
Telephone, fax	20,004	21,070	19,545
Project costs	15,001	12,360	19,865
Other	18,237	11,844	10,219
Travel, mileage	12,500	10,926	9,898
Staff development	16,496	7,321	7,833
Furniture and fixtures	6,996	4,481	5,511
Expenses before amortization	2,569,318	2,529,548	2,468,449
Amortization	<u>306,068</u>	<u>306,068</u>	<u>295,647</u>
Total expenses	<u>2,875,386</u>	<u>2,835,616</u>	<u>2,764,096</u>
Net operating costs	<u>2,702,401</u>	<u>2,648,570</u>	<u>2,550,623</u>

CORPORATION OF THE COUNTY OF ELGIN

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2018**

12. BUDGET FIGURES

County Council completes separate budget reviews for its operating and capital budgets each year. The approved operating budget for 2018 is reflected on the Consolidated Statement of Operations. Budgets established for capital investment in tangible capital assets are on a project-oriented basis, the costs of which may be carried out over one or more years and, therefore, may not be comparable with current year's actual expenditure amounts. The 2018 operating and capital budgets were approved on February 13, 2018.

13. SUPPLEMENTARY INFORMATION:

	2018	2017
	<u>\$</u>	<u>\$</u>
[a] Current fund expenditures by object:		
Salaries, wages and employee benefits	27,634,931	26,721,646
Materials and services	6,900,216	6,857,029
Contracted services	18,085,613	17,845,853
Rents and financial expenses	517,615	1,113,635
Interest on long term debt	73,528	155,654
Amortization	10,712,850	10,351,678
Transfer to others	<u>4,445,024</u>	<u>3,973,296</u>
	<u>68,369,777</u>	<u>67,018,791</u>
 [b] Change in non-cash assets and liabilities related to operations:		
Decrease (increase) in loans receivable	10,000	(80,000)
Increase in accounts receivable	(325,429)	(166,752)
Decrease (increase) in prepaid expenses	94,088	(20,289)
Increase (decrease) in accounts payable and accrued liabilities	<u>2,467,235</u>	<u>(1,390,471)</u>
	<u>2,245,894</u>	<u>(1,657,512)</u>

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

14. OXFORD ELGIN ST. THOMAS HEALTH UNIT (OPERATING AS SOUTHWESTERN PUBLIC HEALTH)

A merger between the Elgin St. Thomas Health Unit and the Oxford County Health Unit was effective May 1, 2018, and was given formal approval on March 29, 2018 under the Health Protection and Promotion Act R.R.O. 1990, Regulation 553, Areas Comprising Health Units, Schedule 7.

As a result of this merger, the Municipality's proportionate share of the Health Unit decreased from 59% in 2017 to 25% at December 31, 2018. This decrease resulted in a transfer of equity invested in tangible capital assets net of long-term debt totaling \$2,665,395 to Oxford County the new merger partner.

15. SEGMENTED INFORMATION

The Municipality is a diversified municipal government institution that provides a wide range of services to its citizens, including contract police services, fire, roads, community services, water and sewer. For management reporting purposes the Municipality's operations and activities are organized and reported by Fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

The Municipality services are provided by departments and their activities are reported in these funds. Certain departments that have been separately disclosed in the segmented information, along with the services they provided, are as follows:

General Government

General government is comprised of Municipality council, administration, treasury, human resources and information technology, providing services to Council and the other departments.

Provincial Offences

Provincial offences consists of the operations of the County's Court offices, including trials and proceedings and receiving payment for fines resulting from charges laid by various police forces and officials operating within the County. Distribution to area municipalities are also reflected.

Transportation Services

The Municipality Engineer's office oversees the maintenance and capital works operations of roads and bridges throughout the Municipality in accordance with minimum maintenance standards.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

15. SEGMENTED INFORMATION (CONTINUED)

Ambulance Services

The Municipality provides land ambulance services to residents from five stations located throughout the Municipality.

Health Services

Health services are comprised of the Municipality's proportional share of the operation of the Oxford Elgin St. Thomas Health Unit and other public health transfers.

Homes for Seniors

The Municipality operates three long-term care facilities with a total of 247 beds, and two Adult Day programs for senior citizens. It operates under provincial legislation and oversight of the Ministry of Health and Long-Term Care.

Social and Family Services

Social and family services consist of the Municipality share of services that provides employment and income assistance, social housing and child care assistance to eligible participants. The social and family services program for the County is administered by the City of St. Thomas.

Library and Cultural Services

Library and cultural services are comprised of the operations of the Municipality library and archives system, Museum and other cultural services and transfers.

CORPORATION OF THE COUNTY OF ELGIN

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2018

15. SEGMENTED INFORMATION (CONTINUED)

Planning and Development

Planning and development services include the preparation and administration of the Municipality's Official Plan, economic development, tourism and agricultural and reforestation services within the Municipality.

For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information. The General Revenue Fund reports on Municipality services that are funded primarily by taxation such as property and business tax revenues. Taxation and payments-in-lieu of taxes are apportioned to General Revenue Fund services based on the Fund's net surplus. Certain government transfers, transfer from other funds, and other revenues have been apportioned based on a percentage of budgeted expenses.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 1. For additional information see the Schedule of Segment Disclosure.

CORPORATION OF THE COUNTY OF ELGIN

**Schedule of Segment Disclosure
For the Year Ended December 31, 2018**

	General Government	Provincial Offences	Transportation Services	Ambulance Services	Health Services	Homes for Seniors	Social and Family Services	Library and Cultural Services	Planning and Development	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
REVENUES										
Municipal requisitions	7,351,680	-	8,883,804	3,553,522	1,123,433	6,218,663	2,185,452	4,441,902	1,776,761	35,535,217
User charges	76,200	-	-	-	57,882	6,370,606	-	37,399	137,402	6,679,489
Transfer payments	983,728	-	2,712,743	7,212,600	5,024,205	12,520,465	-	160,228	38,686	28,652,655
Investment income	411,062	-	-	-	17,302	-	-	-	-	428,364
Other contributions	<u>751,966</u>	<u>2,001,917</u>	<u>230,434</u>	<u>-</u>	<u>-</u>	<u>18,901</u>	<u>-</u>	<u>103,990</u>	<u>211,131</u>	<u>3,318,339</u>
	<u>9,574,636</u>	<u>2,001,917</u>	<u>11,826,981</u>	<u>10,766,122</u>	<u>6,222,822</u>	<u>25,128,635</u>	<u>2,185,452</u>	<u>4,743,519</u>	<u>2,163,980</u>	<u>74,614,064</u>
EXPENSES										
Salaries, wages and employees benefits	2,874,853	361,115	390,126	44,923	2,086,871	18,846,015	-	2,289,333	741,695	27,634,931
Operating	3,152,088	407,274	4,573,882	9,546,324	2,543,087	3,756,023	-	682,311	842,455	25,503,444
External transfers	-	935,767	-	29,742	1,204,017	-	2,185,452	90,046	-	4,445,024
Interest on long-term debt	-	-	-	-	73,528	-	-	-	-	73,528
Amortization	<u>407,967</u>	<u>-</u>	<u>8,322,349</u>	<u>375,341</u>	<u>161,628</u>	<u>1,108,356</u>	<u>-</u>	<u>309,586</u>	<u>27,623</u>	<u>10,712,850</u>
	<u>6,434,908</u>	<u>1,704,156</u>	<u>13,286,357</u>	<u>9,996,330</u>	<u>6,069,131</u>	<u>23,710,394</u>	<u>2,185,452</u>	<u>3,371,276</u>	<u>1,611,773</u>	<u>68,369,777</u>
ANNUAL SURPLUS	<u>3,139,728</u>	<u>297,761</u>	<u>(1,459,376)</u>	<u>769,792</u>	<u>153,691</u>	<u>1,418,241</u>	<u>-</u>	<u>1,372,243</u>	<u>552,207</u>	<u>6,244,287</u>

CORPORATION OF THE COUNTY OF ELGIN

**Schedule of Segment Disclosure
For the Year Ended December 31, 2017**

	General Government \$	Provincial Offences \$	Transportation Services \$	Ambulance Services \$	Health Services \$	Homes for Seniors \$	Social and Family Services \$	Library and Cultural Services \$	Planning and Development \$	Total \$
REVENUES										
Municipal requisitions	6,861,989	-	8,545,758	3,418,303	1,081,755	5,982,030	2,311,164	4,272,879	1,709,152	34,183,030
User charges	28,741	-	-	-	41,738	6,239,959	-	36,356	98,047	6,444,841
Transfer payments	1,531,848	-	2,604,702	7,027,455	4,566,530	11,911,099	-	194,036	70,161	27,905,831
Investment income	215,634	-	-	-	5,528	-	-	-	-	221,162
Other contributions	648,089	1,841,976	256,580	-	-	22,727	-	32,489	168,600	2,970,461
	<u>9,286,301</u>	<u>1,841,976</u>	<u>11,407,040</u>	<u>10,445,758</u>	<u>5,695,551</u>	<u>24,155,815</u>	<u>2,311,164</u>	<u>4,535,760</u>	<u>2,045,960</u>	<u>71,725,325</u>
EXPENSES										
Salaries, wages and employees benefits	2,762,383	341,160	345,403	47,522	2,226,107	18,169,646	-	2,197,473	631,952	26,721,646
Operating	3,654,517	393,458	4,317,355	9,404,424	2,416,116	3,977,473	-	686,296	966,878	25,816,517
External transfers	-	922,116	-	32,110	612,985	-	2,311,164	94,921	-	3,973,296
Interest on long-term debt	-	-	-	-	155,654	-	-	-	-	155,654
Amortization	410,298	2,321	8,024,219	322,872	176,230	1,086,910	-	299,165	29,663	10,351,678
	<u>6,827,198</u>	<u>1,659,055</u>	<u>12,686,977</u>	<u>9,806,928</u>	<u>5,587,092</u>	<u>23,234,029</u>	<u>2,311,164</u>	<u>3,277,855</u>	<u>1,628,493</u>	<u>67,018,791</u>
ANNUAL SURPLUS	<u>2,459,103</u>	<u>182,921</u>	<u>(1,279,937)</u>	<u>638,830</u>	<u>108,459</u>	<u>921,786</u>	<u>-</u>	<u>1,257,905</u>	<u>417,467</u>	<u>4,706,534</u>