

**CORPORATION OF THE TOWNSHIP**  
**OF SOUTHWOLD**  
**Consolidated Financial Statements**  
**December 31, 2021**

# **CORPORATION OF THE TOWNSHIP OF SOUTHWOLD**

## **Consolidated Financial Statements**

**For The Year Ended December 31, 2021**

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## **MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING**

The accompanying consolidated financial statements are the responsibility of the management of Corporation of the Township of Southwold and have been prepared in accordance with Canadian accounting standards for public sector entities.

These consolidated financial statements include:


- Independent Auditors' Report
- Consolidated Statement of Financial Position
- Consolidated Statement of Operations and Accumulated Surplus
- Consolidated Statement of Change in Net Financial Assets
- Consolidated Statement of Cash Flows
- Notes to the Consolidated Financial Statements
- Consolidated Schedule of Segment Disclosure

The Chief Administrative Officer and the Treasurer are responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing the consolidated financial statements before they are submitted to Council for approval.

The integrity and reliability of Corporation of the Township of Southwold reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The consolidated financial statements have been audited on behalf of the Members of Council, Inhabitants and Ratepayers of Corporation of the Township of Southwold by Graham Scott Enns LLP in accordance with Canadian generally accepted auditing standards.

  
\_\_\_\_\_  
Jeff Carswell  
Chief Administrative Officer

  
\_\_\_\_\_  
Michele Lant  
Treasurer

St. Thomas, Ontario  
September 12, 2022



**GRAHAM SCOTT ENNS** LLP  
CHARTERED PROFESSIONAL ACCOUNTANTS

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## **INDEPENDENT AUDITORS' REPORT**

To the Members of Council, Inhabitants and Ratepayers of **The Corporation of the Township of Southwold:**

### **Opinion**

We have audited the consolidated financial statements of **The Corporation of the Township of Southwold**, which comprise the statement of financial position as at December 31, 2021, and the statement of operations and accumulated surplus, statement of changes in net assets and statement of cash flows for the year then ended, and notes to the 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, 2021, 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 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 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

September 12, 2022

*Graham Scott Enns LLP*

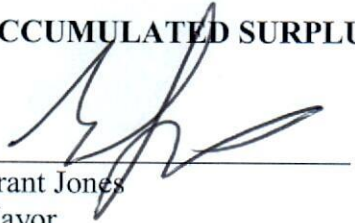
CHARTERED PROFESSIONAL ACCOUNTANTS

Licensed Public Accountants

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Consolidated Statement of Financial Position December 31, 2021

	2021 \$	2020 \$
<b>FINANCIAL ASSETS</b>		
Cash	8,781,276	5,518,029
Investments (Note 3)	6,535,893	6,481,581
Taxes receivable	541,136	582,645
Accounts receivable (Note 2)	5,444,274	4,600,920
Land held for resale	<u>441,066</u>	<u>441,066</u>
<b>Total financial assets</b>	<b><u>21,743,645</u></b>	<b><u>17,624,241</u></b>
<b>FINANCIAL LIABILITIES</b>		
Accounts payable and accrued liabilities	1,470,907	1,178,302
Deferred revenue (Note 5)	6,079,629	951,192
Net long-term liabilities (Note 6)	<u>1,990,437</u>	<u>3,151,600</u>
<b>Total financial liabilities</b>	<b><u>9,540,973</u></b>	<b><u>5,281,094</u></b>
<b>NET FINANCIAL ASSETS</b>	<b><u>12,202,672</u></b>	<b><u>12,343,147</u></b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Note 4)	54,199,651	51,340,459
Inventories	129,278	129,021
Prepaid expenses	<u>48,511</u>	<u>40,850</u>
<b>Total non-financial assets</b>	<b><u>54,377,440</u></b>	<b><u>51,510,330</u></b>
<b>ACCUMULATED SURPLUS (NOTE 7)</b>	<b><u>66,580,112</u></b>	<b><u>63,853,477</u></b>

  
Grant Jones  
Mayor

  
Jeff Carswell  
Chief Administrative Officer

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

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Consolidated Statement of Operations and Accumulated Surplus For The Year Ended December 31, 2021

	Budget (Note 11) \$	Actual 2021 \$	Actual 2020 \$
<b>REVENUES</b>			
Property taxation	3,596,265	<b>3,588,706</b>	3,420,251
Taxation from other governments	1,080,500	<b>1,127,566</b>	1,134,400
Local improvement levies	8,385	<b>542,063</b>	1,195,761
User charges	3,126,384	<b>4,772,806</b>	3,661,414
Government transfers:			
Federal	140,212	<b>304,760</b>	269,157
Provincial	716,028	<b>729,335</b>	989,395
Other municipalities	562,755	<b>1,248,196</b>	1,079,523
Investment income	115,060	<b>138,094</b>	186,857
Penalties and interest on taxes	75,000	<b>72,667</b>	62,902
Other revenues	<u>2,572,946</u>	<u><b>302,211</b></u>	<u>1,229,872</u>
Total revenues	<u>11,993,535</u>	<u><b>12,826,404</b></u>	<u>13,229,532</u>
<b>EXPENSES</b>			
General government	854,760	<b>989,997</b>	837,054
Fire and police protection	1,385,821	<b>1,374,703</b>	1,274,350
Other protective services	246,641	<b>292,144</b>	218,155
Transportation services	2,584,661	<b>2,941,284</b>	2,503,192
Waterworks and sewer	3,035,400	<b>3,070,260</b>	2,623,926
Garbage collection and disposal	409,000	<b>411,044</b>	390,023
Health services	55,400	<b>55,808</b>	63,818
Recreation and cultural services	395,716	<b>296,239</b>	235,709
Planning and zoning	143,800	<b>103,906</b>	174,194
Agriculture	<u>29,582</u>	<u><b>564,384</b></u>	<u>850,020</u>
Total expenses (Note 12(a))	<u>9,140,781</u>	<u><b>10,099,769</b></u>	<u>9,170,441</u>
<b>ANNUAL SURPLUS</b>	2,852,754	<b>2,726,635</b>	4,059,091
<b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>	<u>63,853,477</u>	<u><b>63,853,477</b></u>	<u>59,794,386</u>
<b>ACCUMULATED SURPLUS, END OF YEAR (NOTE 7)</b>	<u>66,706,231</u>	<u><b>66,580,112</b></u>	<u>63,853,477</u>

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



# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Consolidated Statement of Change in Net Financial Assets For The Year Ended December 31, 2021

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	Budget (Note 11) \$	Actual 2021 \$	Actual 2020 \$
<b>ANNUAL SURPLUS</b>	2,852,754	<b>2,726,635</b>	4,059,091
Acquisition of tangible capital assets	(4,532,760)	<b>(4,532,760)</b>	(2,390,361)
Amortization of tangible capital assets	1,664,654	<b>1,664,654</b>	1,697,919
Proceeds on disposal of tangible capital assets	-	<b>44,354</b>	20,344
Change in inventories and prepaid expenses	-	<b>(7,918)</b>	(34,793)
Gain on sale of tangible capital assets	-	<b>(35,440)</b>	(15,309)
<b>CHANGE IN NET FINANCIAL ASSETS</b>	(15,352)	<b>(140,475)</b>	3,336,891
<b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b>	<u>12,343,147</u>	<u><b>12,343,147</b></u>	<u>9,006,256</u>
<b>NET FINANCIAL ASSETS, END OF YEAR</b>	<u>12,327,795</u>	<u><b>12,202,672</b></u>	<u>12,343,147</u>

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



# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Consolidated Statement of Cash Flows For The Year Ended December 31, 2021

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	2021 <u>\$</u>	2020 <u>\$</u>
<b>OPERATING ACTIVITIES</b>		
Annual surplus	2,726,635	4,059,091
Add (deduct) items not involving cash:		
Amortization of tangible capital assets	1,664,654	1,697,919
Gain on disposal of tangible capital assets	<u>(35,440)</u>	<u>(15,309)</u>
	4,355,849	5,741,701
Change in non-cash assets and liabilities related to operations (Note 12 [b])	<u>4,611,279</u>	<u>(568,552)</u>
Cash provided by operating activities	<u>8,967,128</u>	<u>5,173,149</u>
<b>INVESTING ACTIVITIES</b>		
Purchase of investments	<u>(54,312)</u>	<u>(143,193)</u>
<b>CAPITAL ACTIVITIES</b>		
Acquisition of tangible capital assets	(4,532,760)	(2,390,361)
Proceeds on disposal of tangible capital assets	<u>44,354</u>	<u>20,344</u>
	<u>(4,488,406)</u>	<u>(2,370,017)</u>
<b>FINANCING ACTIVITIES</b>		
Long-term debt repayments	<u>(1,161,163)</u>	<u>(156,999)</u>
	<u>(1,161,163)</u>	<u>(156,999)</u>
<b>NET CHANGE IN CASH</b>	3,263,247	2,502,940
<b>CASH, BEGINNING OF YEAR</b>	<u>5,518,029</u>	<u>3,015,089</u>
<b>CASH, END OF YEAR</b>	<u>8,781,276</u>	<u>5,518,029</u>

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

# **CORPORATION OF THE TOWNSHIP OF SOUTHWOLD**

## **Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021**

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The Corporation of the Township of Southwold (the "Municipality") is a municipality 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 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 Chartered Professional Accountants of 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 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.

#### **Consolidated Entities**

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

#### **Proportionate Consolidation**

The Elgin Area Primary Water Supply System has been consolidated on a proportionate basis. They are proportionately consolidated based upon the water flow used by the Municipality in proportion to the entire flows provided by the board. This amounts to 3.6% of the flows from the board.

#### **Basis of Accounting**

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

#### **Investments**

Investments consisting of government and corporate bonds, money market funds and guaranteed investment certificates are carried at cost. Interest income is recognized when received or receivable.

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Deferred Revenue

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

#### 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	10 years
Buildings	50 years
Machinery & Equipment	5 - 10 years
Vehicles	7 - 20 years
Transportation infrastructure	20 - 75 years
Water system infrastructure	75 years
Wastewater infrastructure	75 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.

##### ii) Contributions of tangible capital assets

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

# **CORPORATION OF THE TOWNSHIP OF SOUTHWOLD**

## **Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021**

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### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Non-Financial Assets (Continued)**

##### **iii) Inventories**

Inventories held for consumption are recorded at the lower of cost and replacement cost.

##### **iv) Works of art and cultural and historic assets**

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

#### **Land Held For Resale**

Land held for resale is recorded at the lower of cost and net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing.

#### **Government Transfers**

Government transfers are recognized in the financial statements as revenues in the financial period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met including performance and return requirements, 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.

#### **Use of Estimates**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the period. Significant estimates include assumptions used in estimating provisions for accounts receivable, accrued liabilities, allowances for vacancies, rebates and uncollectible property taxes and in performing actuarial valuations of employee future benefits. In addition, the Municipality's implementation of the Public Sector Accounting Handbook PS3150 has required management to make estimates of historical costs and useful lives of tangible capital assets. Actual results could differ from these estimates.

# **CORPORATION OF THE TOWNSHIP OF SOUTHWOLD**

## **Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021**

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### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Employee Benefit Plans**

The Municipality accounts for its participation in the Ontario Municipal Employees Retirement System (OMERS), a multi-employer public sector pension fund, as a defined contribution plan. The OMERS plan specifies the retirement benefits to be received by the employees based on the length of service and pay rates. Employee benefits include post employment benefits. Post employment benefits are subject to actuarial valuations and are accrued in accordance with the projected benefit method, prorated on service and management's best estimate of salary escalation and retirement ages of employees. Any actuarial gains and losses related to past service of employees are amortized over the expected average remaining service period. 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 amortized over the expected service period.

#### **Accounting for County and School Board Transactions**

Although the Municipality collects taxation on behalf of the County of Elgin and the School Boards, the taxation, other revenues, expenses, assets and liabilities with respect to the operations of the County and the School Boards are not reflected in these financial statements.

#### **Financial Instruments**

The Municipality's financial instruments consist of cash and cash equivalents, accounts receivable, taxes 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.

#### **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, 2022, which would be the year end December 31, 2023. 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 TOWNSHIP OF SOUTHWOLD**

## **Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021**

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### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Recent Accounting Pronouncement (Continued)**

PSAB released a standard related to Revenue (PS 3400). This standard will apply for fiscal years beginning on or after April 1, 2023, which would be the year end December 31, 2024. This standard will impact the timing of the revenue reported by the organization. Examination and audit of the types of revenue will determine the impact of this standard. The Municipality has not yet determined what, if any, financial reporting implications may arise from this standard.

#### **Tax Revenues**

In 2021 the Municipality received \$4,716,272 (2020 - \$4,554,651) in property tax revenues for municipal purposes. 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. Municipal 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. Education tax rates are established by the Province each year in order to fund costs of education on a Province-wide basis.

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 arising from reassessment and/or tax appeals. Each year, an amount is identified to cover the estimated amount of revenue loss attributable to reassessment and tax appeals or other deficiencies in tax revenue (e.g. uncollectible amounts, write-offs, etc.).

#### **User Charges**

User charges relate to various programs and fees imposed based on specific activities, such park and recreation services, water, wastewater and solid waste. Revenue is recognized when the activity is performed or when the services are rendered.

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Other Revenues

Revenues are recognized in the year that the events giving rise to the revenues occur and the revenues are earned. Amounts received which relate to revenues that will be earned in a subsequent year are deferred and reported as liabilities.

#### Environmental Provisions and Contaminated Sites

The Municipality may be exposed to litigation or other costs of remediation due to contaminated properties in its 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, 2021 there were no properties that the Municipality was responsible to remedy and as such no liability has been accrued.

### 2. ACCOUNTS RECEIVABLE

Included in accounts receivable is \$2,611,228 (2020 - \$2,013,044) representing funds fronted by the Municipality directly which are to be recovered from future subdivision development charges and sanitary sewer connection charges relating to the developments in the Municipality. It is anticipated a significant portion of the directly fronted charges will be recovered in the next three years.

### 3. INVESTMENTS

	2021 <u>\$</u>	2020 <u>\$</u>
Cash, money market funds and investment certificates	1,991,883	1,521,342
Federal and provincial bonds	232,740	477,781
Corporate bonds	<u>4,311,270</u>	<u>4,482,458</u>
	<u><u>6,535,893</u></u>	<u><u>6,481,581</u></u>

The aggregate market value of the investments at December 31, 2021 is \$6,558,843 (2020 - \$6,668,230). The Municipality earned \$138,094 (2020 - \$186,857) in income on the above investments.



# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

### 4. TANGIBLE CAPITAL ASSETS

December 31, 2021

Cost	Opening	Additions	Disposals	Ending
<b><u>Infrastructure</u></b>				
Roads and related transportation assets	15,943,209	471,008	-	16,414,217
Utility infrastructure	38,033,388	751,685	(1,619)	38,783,454
<b>Infrastructure Total</b>	<u>53,976,597</u>	<u>1,222,693</u>	<u>(1,619)</u>	<u>55,197,671</u>
<b><u>General</u></b>				
Land	648,515	77,528	-	726,043
Land Improvements	678,277	83,097	-	761,374
Building	8,608,656	58,361	(1,335)	8,665,682
Machinery and Equipment	3,434,157	411,844	(33,432)	3,812,569
Vehicles	5,549,316	241,167	(570,552)	5,219,931
<b>General Total</b>	<u>18,918,921</u>	<u>871,997</u>	<u>(605,319)</u>	<u>19,185,599</u>
Work In Progress	578,940	2,818,640	(380,570)	3,017,010
<b>Total Cost</b>	<u>73,474,458</u>	<u>4,913,330</u>	<u>(987,508)</u>	<u>77,400,280</u>
<b>Accumulated Amortization</b>	Opening	Amortization	Disposal	Ending
<b><u>Infrastructure</u></b>				
Roads and related transportation assets	8,138,449	410,968	-	8,549,417
Utility infrastructure	7,477,315	513,913	(1,364)	7,989,864
<b>Infrastructure Total</b>	<u>15,615,764</u>	<u>924,881</u>	<u>(1,364)</u>	<u>16,539,281</u>
<b><u>General</u></b>				
Land Improvements	130,795	28,950	-	159,745
Building	1,712,065	186,379	(1,335)	1,897,109
Machinery and Equipment	1,613,657	223,648	(33,432)	1,803,873
Vehicles	3,061,718	300,540	(561,637)	2,800,621
<b>General Total</b>	<u>6,518,235</u>	<u>739,517</u>	<u>(596,404)</u>	<u>6,661,348</u>
<b>Total Accumulated Amortization</b>	<u>22,133,999</u>	<u>1,664,398</u>	<u>(597,768)</u>	<u>23,200,629</u>
<b>Net Book Value</b>	Opening			Ending
<b><u>Infrastructure</u></b>				
Roads and related transportation assets	7,804,760			7,864,800
Utility infrastructure	30,556,073			30,793,590
	38,360,833			38,658,390
<b><u>General</u></b>				
Land	648,515			726,043
Land Improvements	547,482			601,629
Building	6,896,591			6,768,573
Machinery and Equipment	1,820,500			2,008,696
Vehicles	2,487,598			2,419,310
	12,400,686			12,524,251
Work In Progress	578,940			3,017,010
<b>Total Net Book Value</b>	<u>51,340,459</u>			<u>54,199,651</u>

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

### 4. TANGIBLE CAPITAL ASSETS (CONTINUED)

December 31, 2020 Cost	Opening	Additions	Disposals	Ending
<b><u>Infrastructure</u></b>				
Roads and related transportation assets	14,712,878	1,351,095	(120,764)	<b>15,943,209</b>
Utility infrastructure	<u>34,608,561</u>	<u>3,424,827</u>	<u>-</u>	<b>38,033,388</b>
<b>Infrastructure Total</b>	<u>49,321,439</u>	<u>4,775,922</u>	<u>(120,764)</u>	<b>53,976,597</b>
<b><u>General</u></b>				
Land	648,515	-	-	<b>648,515</b>
Land Improvements	248,212	430,065	-	<b>678,277</b>
Building	8,044,187	569,068	(4,599)	<b>8,608,656</b>
Machinery and Equipment	3,288,859	347,234	(201,936)	<b>3,434,157</b>
Vehicle	<u>5,408,825</u>	<u>376,255</u>	<u>(235,764)</u>	<b>5,549,316</b>
<b>General Total</b>	<u>17,638,598</u>	<u>1,722,622</u>	<u>(442,299)</u>	<b>18,918,921</b>
Work In Progress	<u>4,687,122</u>	<u>579,399</u>	<u>(4,687,581)</u>	<b>578,940</b>
<b>Total Cost</b>	<u>71,647,159</u>	<u>7,077,943</u>	<u>(5,250,644)</u>	<b>73,474,458</b>
<b>Accumulated Amortization</b>	<b>Opening</b>	<b>Amortization</b>	<b>Disposal</b>	<b>Ending</b>
<b><u>Infrastructure</u></b>				
Roads and related transportation assets	7,712,838	541,339	(115,728)	<b>8,138,449</b>
Utility infrastructure	<u>7,008,706</u>	<u>468,609</u>	<u>-</u>	<b>7,477,315</b>
<b>Infrastructure Total</b>	<u>14,721,544</u>	<u>1,009,948</u>	<u>(115,728)</u>	<b>15,615,764</b>
<b><u>General</u></b>				
Land Improvements	113,282	17,513	-	<b>130,795</b>
Building	1,542,846	173,818	(4,599)	<b>1,712,065</b>
Machinery and Equipment	1,606,353	209,240	(201,936)	<b>1,613,657</b>
Vehicle	<u>3,010,084</u>	<u>287,398</u>	<u>(235,764)</u>	<b>3,061,718</b>
<b>General Total</b>	<u>6,272,565</u>	<u>687,969</u>	<u>(442,299)</u>	<b>6,518,235</b>
<b>Total Accumulated Amortization</b>	<u>20,994,109</u>	<u>1,697,917</u>	<u>(558,027)</u>	<b>22,133,999</b>
<b>Net Book Value</b>	<b>Opening</b>			<b>Ending</b>
<b><u>Infrastructure</u></b>				
Roads and related transportation assets	7,000,040			<b>7,804,760</b>
Utility infrastructure	<u>27,599,855</u>			<b>30,556,073</b>
	34,599,895			<b>38,360,833</b>
<b><u>General</u></b>				
Land	648,515			<b>648,515</b>
Land improvements	134,930			<b>547,482</b>
Building	6,501,341			<b>6,896,591</b>
Machinery and Equipment	1,682,506			<b>1,820,500</b>
Vehicles	<u>2,398,741</u>			<b>2,487,598</b>
	11,366,033			<b>12,400,686</b>
Work In Progress	<u>4,687,122</u>			<b>578,940</b>
<b>Total Net Book Value</b>	<u>50,653,050</u>			<b>51,340,459</b>

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

### 5. DEFERRED REVENUE

A requirement of the public sector accounting principles of the Chartered Professional Accountants of Canada, is that obligatory reserve funds be reported as deferred revenue. This requirement is in place as provincial legislation restricts how these funds may be used and under certain circumstances these funds may possibly be refunded.

	2021 <u>\$</u>	2020 <u>\$</u>
Obligatory Reserve Funds		
Recreation land	349,992	297,735
Federal gas tax revenue	49,964	77,105
Development charges	38,013	37,843
Building Code Act	<u>2,686,786</u>	<u>-</u>
	3,124,755	412,683
Other Deferred Revenue	<u>2,954,874</u>	<u>538,509</u>
	<u><u>6,079,629</u></u>	<u><u>951,192</u></u>

### 6. NET LONG-TERM LIABILITIES

- a) The balance of net long-term liabilities reported on the Consolidated Statement of Financial Position consists of the following:

	2021 <u>\$</u>	2020 <u>\$</u>
Long-term liabilities incurred by the Municipality and outstanding at the end of the year	1,719,813	2,801,754
Long-term liabilities assumed through consolidation by the Municipality	275,083	356,347
Tile drainage loans assumed by the individual	<u>(4,459)</u>	<u>(6,501)</u>
Total long-term liabilities at the end of the year	<u><u>1,990,437</u></u>	<u><u>3,151,600</u></u>

- b) Principal repayments are summarized as follows:

	2022 <u>\$</u>	2023 <u>\$</u>	2024 <u>\$</u>	2025 <u>\$</u>	2026 <u>\$</u>	Beyond <u>\$</u>	Total <u>\$</u>
Recoverable from:							
General tax revenue	<u>165,575</u>	<u>126,907</u>	<u>130,534</u>	<u>131,875</u>	<u>135,656</u>	<u>1,299,890</u>	<u>1,990,437</u>

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

### 6. NET LONG-TERM LIABILITIES (CONTINUED)

- c) All long-term liabilities issued on or before December 31, 1992 have received approval of the Ontario Municipal Board. Long-term liabilities issued after January 31, 1993 have been approved by by-law. The annual principal and interest payments required to service these liabilities are within the annual debt repayment limit prescribed by the Ministry of Municipal Affairs and Housing.
- d) Interest rates range from 3.55% to 6.00%. Interest on long-term liabilities in 2021 amounted to \$76,126 (2020 - \$76,376). Of this interest \$60,632 (2020 - \$75,736) was reported in accounts receivable to be recovered from future connection charges (Note 2).
- e) The Municipality is contingently liable for municipal debt with respect to tile drainage loans. The total amount outstanding as at December 31, 2021 is \$4,459 (2020 - 6,501) and is not recorded on the Consolidated Statement of Financial Position.

### 7. ACCUMULATED SURPLUS

The accumulated surplus consists of the following individual fund surplus/(deficit) and reserves as follows:

	2021 \$	2020 \$
<b>SURPLUS</b>		
General revenue fund	(966,416)	2,100,300
Benefiting land owners	(909,202)	(1,134,863)
Invested in tangible capital assets	54,199,651	51,340,459
Reserves	<u>16,246,516</u>	<u>15,044,243</u>
	68,570,549	67,350,139
<b>AMOUNTS TO BE RECOVERED</b>		
Net long-term debt	<u>(1,990,437)</u>	<u>(3,151,600)</u>
<b>ACCUMULATED SURPLUS</b>	<u>66,580,112</u>	<u>64,198,539</u>
<b>RESERVES</b>		
Reserves set aside for specific purposes by council:		
Working capital	1,036,147	1,056,147
Property tax assessment appeals	1,157,211	1,112,211
Protection services	1,422,472	1,331,191
Roadway purposes	2,899,288	2,496,982
Water and sewer purposes	8,021,226	7,375,853
Other municipal services	1,223,627	1,293,550
Consolidated water reserves	<u>486,545</u>	<u>378,309</u>
Total reserves	<u>16,246,516</u>	<u>15,044,243</u>

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

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### 8. SIGNIFICANT AND SUBSEQUENT EVENT - COVID 19

During and subsequent to year end, the Municipality was exposed to economic risks associated with the coronavirus pandemic. These risks are beyond the Municipality's control. The impact of these risks cannot be identified at this time but could impact the Municipality's operations, future net surplus, cash flows and financial condition.

### 9. 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. 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, 2021, and the results of this valuation disclosed actuarial liabilities of \$119.3 billion in respect of benefits accrued for service with actuarial assets at that date of \$116.2 billion leaving an actuarial deficit of \$3.1 billion.

Since any surpluses or deficits are a joint responsibility of all Ontario municipalities and their employees, the Municipality does not recognize any share of the OMERS Pension surplus or deficit in these consolidated financial statements.

The amount contributed to OMERS for 2021 was \$146,934 (2020 - \$142,856). OMERS contribution rates for 2021 and 2020, depending on income level and retirement dates, ranged from 9.0% to 15.8%.

### 10. OPERATION OF THE COUNTY OF ELGIN AND SCHOOL BOARDS

During 2021, requisitions were made by the County of Elgin and the school boards requiring the Municipality to collect property taxes and payments in lieu of property taxes on their behalf. The amounts collected and remitted are summarized below:

	School Boards \$	County \$
Taxation and user charges	1,328,723	4,362,192
Share of payments in lieu of taxes	<u>10,736</u>	<u>589,598</u>
Amounts requisitioned	<u>1,339,459</u>	<u>4,951,790</u>

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

### 11. BUDGET FIGURES

The operating budget approved by Council on February 22, 2021 is reflected on the statement of operations. The 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. As well, the Municipality does not budget activity within Reserve Funds, with the exception being those transactions, which affect either operations or capital investments. Budget figures have been reclassified for the purposes of these financial statements to comply with PSAB reporting requirements.

	Approved Budget \$	Adjustments \$	PSAB Budget \$
<b>REVENUES</b>			
Property taxation	3,596,265	-	3,596,265
Taxation from other governments	1,080,500	-	1,080,500
Local improvement levies	8,385	-	8,385
User charges	2,623,212	503,172	3,126,384
Government transfers			
Federal	140,212	-	140,212
Provincial	716,028	-	716,028
Other municipalities	605,755	(43,000)	562,755
Investment income	112,000	3,060	115,060
Penalties and interest on taxes	75,000	-	75,000
Sales on land held for sale and other revenues	2,553,829	19,117	2,572,946
Reserve transfers	<u>5,859,591</u>	<u>(5,859,591)</u>	<u>-</u>
Total revenues	<u>17,370,777</u>	<u>(5,377,242)</u>	<u>11,993,535</u>
<b>EXPENSES</b>			
General government	1,085,700	(230,940)	854,760
Fire and police protection	2,197,193	(811,372)	1,385,821
Other protective services	241,171	5,470	246,641
Transportation services	6,837,666	(4,253,005)	2,584,661
Waterworks and sewers	2,083,270	952,130	3,035,400
Garbage collection and disposal	409,000	-	409,000
Health Services	56,400	(1,000)	55,400
Recreation and cultural services	1,335,250	(939,534)	395,716
Planning and zoning	148,800	(5,000)	143,800
Agriculture	264,582	(235,000)	29,582
Reserve transfers	<u>2,711,745</u>	<u>(2,711,745)</u>	<u>-</u>
Total expenses	<u>17,370,777</u>	<u>(8,229,996)</u>	<u>9,140,781</u>
<b>BUDGETED ANNUAL SURPLUS</b>	<u><u>-</u></u>	<u><u>2,852,754</u></u>	<u><u>2,852,754</u></u>

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021

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### 12. SUPPLEMENTARY INFORMATION:

	2021	2020
	<u>\$</u>	<u>\$</u>
<b>[a] Current fund expenditures by object:</b>		
Salaries, wages and employee benefits	2,377,635	2,201,410
Long-term debt interest	390	640
Materials and supplies	4,274,566	3,309,135
Contracted services	1,723,952	1,626,673
Amortization	1,664,655	1,697,919
Transfer to others	<u>58,571</u>	<u>36,076</u>
	<u>10,099,769</u>	<u>8,871,853</u>
 <b>[b] Change in non-cash assets and liabilities related to operations:</b>		
Taxes receivable	41,509	(83,110)
Accounts receivable	(843,354)	243,633
Inventories and prepaid expenses	(7,918)	(34,793)
Accounts payable and accrued liabilities	292,605	233,348
Deferred revenue	<u>5,128,437</u>	<u>(927,630)</u>
	<u>4,611,279</u>	<u>(568,552)</u>

### 13. COMPARATIVE FIGURES

Certain comparative figures presented in the financial statements have been reclassified to conform to the presentation adopted in the current year.



# **CORPORATION OF THE TOWNSHIP OF SOUTHWOLD**

## **Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021**

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### **14. 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 municipal council, corporate management and program support.

#### **Protection services**

Protection services are comprised of the fire, police, conservation authority, building inspection and animal control, emergency measures and provincial offences.

#### **Transportation services**

Transportation services are comprised of roads, bridges, winter control, parking and street lighting.

#### **Environmental services**

Environmental services are comprised of the provision of safe drinking water, the collection and treatment of waste water and waste collection, disposal and recycling.

#### **Health services**

Health services are comprised of public health services and cemeteries.

#### **Recreation and cultural services**

Recreation and cultural services are comprised of parks, recreation programs, recreation facilities, and cultural services.

# **CORPORATION OF THE TOWNSHIP OF SOUTHWOLD**

## **Notes to the Consolidated Financial Statements For The Year Ended December 31, 2021**

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### **14. SEGMENTED INFORMATION (CONTINUED)**

#### **Planning and development services**

Planning and development is comprised of planning and zoning, commercial and industrial development, economic development and tourism, and agricultural and reforestation.

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 municipal 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 Consolidated Schedule of Segment Disclosure.

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Consolidated Schedule of Segment Disclosure For The Year Ended December 31, 2021

	General Government \$	Protection Services \$	Transportation Services \$	Environmental Services \$	Health Services \$	Recreation Services \$	Planning and Development Services \$	Total \$
<b>REVENUES</b>								
Taxation and local improvements	853,407	1,229,762	2,026,181	293,600	36,096	148,633	670,656	<b>5,258,335</b>
Sales of services and regulatory fees	94,651	122,496	49,964	4,433,471	-	21,724	50,500	<b>4,772,806</b>
Government transfers	167,034	249,874	1,325,522	177,294	7,065	199,562	155,940	<b>2,282,291</b>
Other	<u>208,908</u>	<u>1,836</u>	<u>159,920</u>	<u>69,470</u>	<u>-</u>	<u>72,838</u>	<u>-</u>	<b><u>512,972</u></b>
	<u>1,324,000</u>	<u>1,603,968</u>	<u>3,561,587</u>	<u>4,973,835</u>	<u>43,161</u>	<u>442,757</u>	<u>877,096</u>	<b><u>12,826,404</u></b>
<b>EXPENSES</b>								
Materials and supplies	239,920	156,812	1,305,908	1,894,307	50,730	161,409	465,480	<b>4,274,566</b>
Salaries, wages and employee benefits	633,692	389,813	989,865	191,875	1,951	17,491	152,948	<b>2,377,635</b>
Amortization	30,760	163,298	645,511	704,619	3,128	117,339	-	<b>1,664,655</b>
Contracted services	85,625	898,352	-	690,503	-	-	49,472	<b>1,723,952</b>
External transfers	-	58,571	-	-	-	-	-	<b>58,571</b>
Long-term debt interest	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>390</u>	<b><u>390</u></b>
	<u>989,997</u>	<u>1,666,846</u>	<u>2,941,284</u>	<u>3,481,304</u>	<u>55,809</u>	<u>296,239</u>	<u>668,290</u>	<b><u>10,099,769</u></b>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<u>334,003</u>	<u>(62,878)</u>	<u>620,303</u>	<u>1,492,531</u>	<u>(12,648)</u>	<u>146,518</u>	<u>208,806</u>	<b><u>2,726,635</u></b>

# CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

## Consolidated Schedule of Segment Disclosure For The Year Ended December 31, 2020

	General Government \$	Protection Services \$	Transportation Services \$	Environmental Services \$	Health Services \$	Recreation Services \$	Planning and Development Services \$	Total \$
<b>REVENUES</b>								
Taxation and local improvements	635,189	1,268,356	2,049,462	326,862	38,432	138,998	1,293,113	5,750,412
Sales of services and regulatory fees	44,192	259,747	1,580	3,318,104	-	24,666	13,125	3,661,414
Government transfers	118,433	183,356	1,063,313	457,315	4,245	363,095	148,318	2,338,075
Other	<u>235,902</u>	<u>2,093</u>	<u>137,500</u>	<u>69,893</u>	<u>-</u>	<u>-</u>	<u>1,034,243</u>	<u>1,479,631</u>
	<u>1,033,716</u>	<u>1,713,552</u>	<u>3,251,855</u>	<u>4,172,174</u>	<u>42,677</u>	<u>526,759</u>	<u>2,488,799</u>	<u>13,229,532</u>
<b>EXPENSES</b>								
Materials and supplies	211,383	154,904	652,833	1,584,686	58,280	155,898	765,479	3,583,463
Salaries, wages and employee benefits	598,438	332,657	944,911	170,892	2,710	14,611	137,191	2,201,410
Amortization	24,489	156,319	775,661	652,314	2,828	86,308	-	1,697,919
Contracted services	2,744	791,441	129,787	606,057	-	-	120,904	1,650,933
External transfers	-	57,184	-	-	-	(21,108)	-	36,076
Long-term debt interest	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>640</u>	<u>640</u>
	<u>837,054</u>	<u>1,492,505</u>	<u>2,503,192</u>	<u>3,013,949</u>	<u>63,818</u>	<u>235,709</u>	<u>1,024,214</u>	<u>9,170,441</u>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<u>196,662</u>	<u>221,047</u>	<u>748,663</u>	<u>1,158,225</u>	<u>(21,141)</u>	<u>291,050</u>	<u>1,464,585</u>	<u>4,059,091</u>



GRAHAM SCOTT ENNS<sup>LLP</sup>  
CHARTERED PROFESSIONAL ACCOUNTANTS

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November 29, 2021

The Corporation of the Township of Southwold  
35663 Fingal Line  
Fingal, ON, N0L 1K0

Dear Mayor Grant Jones and Members of Council:

***The Objective and Scope of the Audit***

You have requested that we audit the financial statements of The Corporation of the Township of Southwold, which comprise the statement of financial position as at December 31, 2021, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

**The Responsibilities of the Auditor**

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements. 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:

- a. 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.
- b. 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 entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial statements that we have identified during the audit.
- c. Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- d. 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 entity'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 the entity to cease to continue as a going concern.
- e. 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.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

### **The Responsibilities of Management**

Our audit will be conducted on the basis that management and those charged with governance, acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for public sector entities
- b. For the design and implementation of 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.
- c. To provide us with timely:
  - i. Access to all information of which management is aware that is relevant to the preparation of the financial statements (such as records, documentation and other matters);
  - ii. Information about all known or suspected fraud, any allegations of fraud or suspected fraud and any known or probable instances of noncompliance with legislative or regulatory requirements;
  - iii. Additional information that we may request from management for the purpose of the audit; and
  - iv. Unrestricted access to persons within The Corporation of the Township of Southwold from whom we determine it necessary to obtain audit evidence.

As part of our audit process:

- a. We will make inquiries of management about the representations contained in the financial statements. At the conclusion of the audit, we will request from management and those charged with governance written confirmation concerning those representations. If such representations are not provided in writing, management acknowledges and understands that we would be required to disclaim an audit opinion.
- b. We will communicate any misstatements identified during the audit other than those that are clearly trivial. We request that management correct all the misstatements communicated.