

**WESTERN VALLEY REGIONAL SERVICE COMMISSION**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2020**

WESTERN VALLEY REGIONAL SERVICE COMMISSION

FINANCIAL STATEMENTS

DECEMBER 31, 2020

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Independent Auditor's Report

Financial Statements

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## **Independent Auditor's Report**

To the Members of  
Western Valley Regional Service Commission

### *Opinion*

We have audited the financial statements of Western Valley Regional Service Commission, which comprise the statement of financial position as at December 31, 2020, and the statements of operations and accumulated surplus, change in net financial assets, cash flows and the related schedules for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Commission as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### *Basis for Opinion*

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

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

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

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

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

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

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

- ◆ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ◆ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission'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 Commission'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 Commission to cease to continue as a going concern.
- ◆ Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

*Renahan McCain + Associates*

Chartered Professional Accountants

Woodstock, New Brunswick  
May 20, 2021

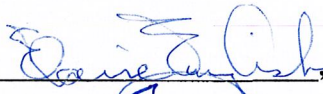
WESTERN VALLEY REGIONAL SERVICE COMMISSION

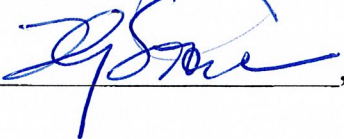
STATEMENT OF FINANCIAL POSITION

DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
<b>Financial Assets</b>		
Cash	\$ 604,039	\$ 512,585
Funds held in trust, Wolastoq Valley Trail	28,781	840,390
Accounts receivable (Note 5)	142,834	267,379
Term deposits (Note 6)	269,005	244,769
	<b>1,044,659</b>	<b>1,865,123</b>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 7)	128,869	280,956
Funds held in trust, Wolastoq Valley Trail	28,781	840,390
Deferred revenue (Note 8)	24,614	18,743
Long-term debt (Note 9)	231,000	342,000
	<b>413,264</b>	<b>1,482,089</b>
<b>Net financial assets</b>	<b>631,395</b>	<b>383,034</b>
<b>Non-financial Assets</b>		
Tangible capital assets (Note 13)	304,574	467,177
Prepaid expenses (Note 10)	5,917	5,747
Inventory (Note 4)	3,579	4,401
	<b>314,070</b>	<b>477,325</b>
<b>Accumulated Surplus</b>	<b>\$ 945,465</b>	<b>\$ 860,359</b>

Approved on behalf of the Western Valley Regional Service Commission

  
\_\_\_\_\_, Chairman

  
\_\_\_\_\_, Treasurer

The accompanying notes are an integral part of the financial statements

WESTERN VALLEY REGIONAL SERVICE COMMISSION  
STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	<b>2020</b>	<b>2019</b>
<b>Surplus (Deficit)</b>	<b>\$ 85,106</b>	<b>\$ 13,932</b>
Amortization of tangible capital assets	<b>152,594</b>	159,410
Disposal of tangible capital assets	<b>10,009</b>	93,383
	<b>162,603</b>	252,793
Acquisition of prepaid asset	<b>(170)</b>	(5,145)
Acquisition of inventory	<b>822</b>	(4,401)
Increase in net financial assets	<b>248,361</b>	257,179
Net financial assets at beginning of year	<b>383,034</b>	125,855
<b>Net financial assets at end of year</b>	<b>\$ 631,395</b>	<b>\$ 383,034</b>

The accompanying notes are an integral part of the financial statements

WESTERN VALLEY REGIONAL SERVICE COMMISSION  
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	2020 Budget	2020 Actual	2019 Actual
<b>Revenue</b>			
Member charges	\$ 1,654,008	\$ 1,747,480	\$ 1,674,611
Sale of services	1,195,831	1,274,473	1,358,700
Government grants	-	75,745	95,501
Interest	-	10,974	13,237
	<b>2,849,839</b>	<b>3,108,672</b>	<b>3,142,049</b>
<b>Expenditures</b>			
Solid Waste Services	2,629,246	2,566,105	2,515,787
Local Planning Services	468,033	411,621	473,895
Cooperative and Regional Planning Services	34,149	32,904	29,742
Regional Recreation	12,936	12,936	108,693
Corporate Services	263,759	-	-
	<b>3,408,123</b>	<b>3,023,566</b>	<b>3,128,117</b>
<b>Surplus (Deficit)</b>	<b>(558,284)</b>	<b>85,106</b>	<b>13,932</b>
<b>Accumulated surplus at beginning of year</b>	<b>-</b>	<b>860,359</b>	<b>846,427</b>
<b>Accumulated surplus at end of year</b>	<b>\$ (558,284)</b>	<b>\$ 945,465</b>	<b>\$ 860,359</b>

The accompanying notes are an integral part of the financial statements

WESTERN VALLEY REGIONAL SERVICE COMMISSION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2020

	2020	2019
<b>Cash flows from</b>		
<b>Operating activities</b>		
Surplus	\$ 85,106	\$ 13,932
Items not affecting cash		
Amortization	152,594	159,411
Loss on disposal of tangible capital assets	8,209	44,766
	<b>245,909</b>	<b>218,109</b>
Change in non-cash operating working capital		
Accounts receivable	124,545	(121,688)
Inventory	822	(4,401)
Prepaid expenses	(170)	(5,145)
Term deposits	(24,236)	3,394
Accounts payable	(152,094)	140,136
Deferred revenue	5,871	(20,760)
Funds held in trust	(811,602)	743,137
	<b>(610,955)</b>	<b>952,782</b>
<b>Capital activities</b>		
Proceeds on disposal of tangible capital assets	1,800	48,617
<b>Financing activities</b>		
Repayment of long-term debt	(111,000)	(108,000)
<b>Increase (decrease) in cash and cash equivalents</b>	<b>(720,155)</b>	<b>893,399</b>
<b>Cash and cash equivalents, beginning of year</b>	<b>1,352,975</b>	<b>459,576</b>
<b>Cash and cash equivalents, end of year</b>	<b>\$ 632,820</b>	<b>\$ 1,352,975</b>
<b>Represented by</b>		
Cash	\$ 604,039	\$ 512,585
Funds held in trust	28,781	840,390
	<b>\$ 632,820</b>	<b>\$ 1,352,975</b>

The accompanying notes are an integral part of the financial statements



# WESTERN VALLEY REGIONAL SERVICE COMMISSION

## NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

### **1. Description of the organization**

On January 1st, 2013, Regional Service Commission 12 was established as a body corporate, pursuant to the provisions of the Regional Service Delivery Act, Statutes of New Brunswick 2012, Chapter 37, and the Regulations made there under. The Commission is mandated to provide or facilitate the services of regional planning and solid waste to all its members, and a land use planning service to its members that are local service districts. It is also mandated to provide a forum in order to initiate cooperative action amongst its members.

### **2. Basis of Presentation and Significant Accounting Policies**

These financial statements are prepared in accordance with Canadian public sector accounting standards for governments as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

#### **(a) Segmented information**

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

##### Solid Waste Services

The Commission provides solid waste management services including education and promotion of recycling and composting programs to its members.

##### Local Planning Services

This department of the Commission prepares, administers and enforces rural plans and zoning, subdivision approvals, and building and development inspections for its members.

##### Regional and Cooperative Planning Services

The Commission is responsible for the development of a regional plan, facilitating collaboration on regional issues such as making regional planning decisions on the location of community-based infrastructure or land use, accessing or applying for provincial and federal funding and working together to seek new investments within the region.

##### Regional Recreation Services (Other Shared Services)

The development, planning and financing of regional initiative, including common or regional sport, recreational and cultural facilities. The recreation division of WVRSC includes the implementation of the Regional Recreation Master Plan adopted by WVRSC April 12, 2016.

##### Corporate Services

This department is responsible for the management and administration of the Commission.

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**2. Basis of Presentation and Significant Accounting Policies (continued)**

**(b) Inventory**

Inventories of supplies and goods available for resale are recorded at the lower of cost and net realizable value. Net realizable value is the estimated selling price in the normal course of business.

**(c) Deferred revenue**

Funding is recorded as deferred revenue if it has been restricted by the government for a stated purpose, such as a specific program or the purchase of tangible capital assets. Deferred revenue is recognized in revenue over time as the recognition criteria are met.

**(d) Net assets**

The Commission's financial statements are presented so as to highlight net assets as the measurement of financial position. The net assets of the Commission are determined by its financial assets less its liabilities. Net assets are comprised of two components, non-financial assets and accumulated surplus.

**(e) Reporting entity**

The financial statements reflect the assets, liabilities, revenues, expenditures and net assets and cash flows of the reporting entity. The reporting entity is comprised of all organizations and enterprises accountable for the administration of their affairs and resources to the Commission and which are owned or controlled by the Commission.

**(f) Budget**

The budget figures contained in these financial statements were approved by the Board of Directors on October 30, 2019.

**(g) Revenue recognition**

Operating and recycling fees are recorded when the waste is delivered to either the landfill facility and/or to the transfer station and when collection is reasonably assured.

Landfill fees are recorded as revenue and offset by a corresponding expenditure to reflect the overall cost to the Commission for waste.

Government transfers (both operating and capital) received under the terms of contribution agreements with the federal and provincial governments are recognized as revenue once eligibility criteria have been met. Funding is recorded as deferred revenue if it has been restricted by the government for a stated purpose, such as a specific program or the purchase of tangible capital assets. Deferred revenue is recognized in revenue over time as the recognition criteria is met.

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

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**2. Basis of Presentation and Significant Accounting Policies (continued)**

**(h) Expenditure recognition**

Expenditures are recorded on an accrual basis. Outstanding commitments for goods and services relating to the current year are accrued at the statement of financial position date.

**(i) Financial instruments**

The Commission's financial instruments consist of cash, accounts receivable, term deposits, accounts payable and accrued liabilities and long-term debt. Unless otherwise noted, it is the Board's opinion that the Commission is not exposed to any significant interest or credit risk arising from these financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted.

**(j) Use of estimates**

The preparation of the financial statements in conformity with public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

**(k) Reserve funds**

Certain amounts, as approved by Commission Board, are set aside in reserve funds for future operating and capital purposes. Transfers to and from reserve funds are recorded as an adjustment within accumulated surplus. A schedule of reserves is included as supplementary information to show the reserve fund balances.

**(l) Cash**

Cash includes cash on hand and balances with banks.

**(m) Term deposits**

Term deposits are recorded at cost plus accrued interest.

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**2. Basis of Presentation and Significant Accounting Policies (continued)**

**(n) Tangible capital assets**

Tangible capital assets (TCAs) are items that can be physically touched, will be useful for a period greater than one year and will be used by the Commission on a regular basis.

Effective January 1, 2013, the Commission adopted the provisions of PSA Section 3150 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. Capital assets in excess of the capitalization threshold of \$2,000 are recorded as tangible capital assets while expenditures below the threshold amount are expensed in the year acquired. Amortization begins in the year of acquisition.

Amortization is provided on the straight-line basis over the estimated useful life of the asset as follows:

Recycling equipment	5-10 years Straight line
Office equipment	5-20 years Straight line

**(o) Asset classification**

Assets are classified as either financial or non-financial. Financial assets are assets that could be used to discharge existing liabilities or finance future operations. Non-financial assets are acquired, constructed or developed assets that do not provide resources to discharge existing liabilities but are employed to deliver government services, may be consumed in normal operations and are not intended for sale in the ordinary course of operations. Non-financial assets typically include tangible capital assets, prepaid expenses and inventories of supplies.

**3. Impacts of Covid-19**

On March 11, 2020, the World Health Organization declared a global pandemic due to the outbreak of Covid-19. The declaration of the pandemic did not have a negative impact on the financial statements for the year ended December 31, 2020. The commission did not have to revise judgments, estimates and assumptions nor did it have to record any adjustments to assets or liabilities. The pandemic has not had any impact on the commission's liquidity, credit or business risks to date.

Future impacts on the commission's operations, if any, are indeterminable as at the date of the audit report.

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**4. Inventory**

	2020	2019
Green cone systems	\$ 3,579	\$ 4,401

**5. Accounts receivable**

	2020	2019
Trade receivables	\$ 105,319	\$ 219,988
HST receivable	37,515	47,391
	<u>\$ 142,834</u>	<u>\$ 267,379</u>

**6. Term deposits**

Term deposits consist of guaranteed investment certificates held with the Bank of Nova Scotia and have maturity dates ranging from March 1, 2021 to July 8, 2021 and interest rates ranging from 0.41% to 0.53%.

**7. Accounts payable and accrued liabilities**

	2020	2019
Trade payables and accrued liabilities	\$ 95,317	\$ 252,847
Accrued interest payable	195	282
Receiver General - payroll liabilities	5,393	9,466
Miscellaneous short term liability	-	7,117
Accrued sick time liability	27,964	11,244
	<u>\$ 128,869</u>	<u>\$ 280,956</u>

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**WESTERN VALLEY REGIONAL SERVICE COMMISSION**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2020**

**8. Deferred revenue**

	December 31, 2019	Funding received, 2020	Revenue recognized/unspent adjustment 2020	December 31, 2020
<b>Provincial government</b>				
Waste Reduction Education	\$ -	\$ 30,000	\$ (19,060)	\$ <b>10,940</b>
Recycle @ School Program	-	17,000	(3,326)	<b>13,674</b>
Climate Change Adaptation	18,743	-	(18,743)	-
	<b>\$ 18,743</b>	<b>\$ 47,000</b>	<b>\$ (41,129)</b>	<b>\$ 24,614</b>

Deferred revenue amounts from provincial governments represent the unspent portions of funding received during the fiscal year. These amounts will remain in deferred revenue until the revenue recognition criteria are met.

**9. Long-term debt**

	2020	2019
NB Municipal Finance Corporation Debenture #BU 45-2018 (Recycle carts) - interest at 2.55% to 2.85% per annum, calculated semi-annually, due December 2022.	<b>\$ 231,000</b>	<b>\$ 342,000</b>

Principal portion of long-term debt due within the next five years:

2021	<b>\$ 114,000</b>
2022	<b>117,000</b>
	<b>\$ 231,000</b>

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**10. Prepaid expenses**

	2020	2019
Rent	\$ -	\$ 3,554
WCB	3,433	2,193
Other	2,484	-
	<u>\$ 5,917</u>	<u>\$ 5,747</u>

**11. Accrued sick time**

The Commission provides sick leave that accumulates at 1.25 days per calendar month for full-time, permanent employees. These employees can accumulate a maximum of 150 sick days.

The sick leave is an unfunded benefit. As such, there are no applicable assets. Benefits are paid out of general revenue as they come due.

The unfunded liability was approximately \$27,964 at year end.

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**12. Commitments**

1. As a result of a Ministerial Order dated March 13, 2014, the Commission acquired a contract with J.S. Bellis Ltd., whereby J.S. Bellis Ltd. will provide solid waste management services, including the disposal of solid waste originating in the Commission, and to enter into written agreements related to solid waste. This contract came into effect on January 1, 2015 and will expire on December 31, 2021.

2. An agreement was made on July 1, 2013 for the collection and processing services of dry recyclable materials between the Commission and J.S. Bellis Ltd. This contract expired on June 30, 2018 and has yet to be renewed as at December 31, 2020. Collection and processing services have continued during the contract renewal process.

3. A solid waste disposal agreement between Southwest Regional Service Commission, Northwest Regional Service Commission and Western Valley Regional Service Commission expires December 31, 2027. This agreement includes a provision for the delivery of waste to be split on a 50/50 basis plus or minus 5% between the landfills operated by Southwest Regional Service Commission and Northwest Regional Service Commission.

4. The Commission has entered into agreements to provide local planning services to various communities with varying expiration dates.

5. The Commission entered into an agreement on August 14, 2019 with the Province of New Brunswick to support the ongoing development of the Wolastoq Valley Trail/Saint John River Valley Trail in the amount of \$900,000. The agreement expires on March 31, 2021.

6. The Commission rents office space under an operating lease agreement covering the period October 1, 2016 to September 30, 2026. The lease commitment in aggregate is \$470,330. The minimum annual lease payments are as follows:

2021	\$47,033
2022	\$47,033
2023	\$47,033
2024	\$47,033
2025	\$47,033



WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2020

13. Schedule of Tangible Capital Assets

	Recycling equipment	Office equipment	Miscellaneous equipment	2020	2019
<u>Cost</u>					
Balance, beginning of year	\$ 841,866	\$ 35,378	\$ 7,325	\$ 884,569	\$ 884,569
Additions and transfers during the year	-	-	-	-	-
Disposals and write-downs	(63,678)	-	-	(63,678)	-
<b>Balance, end of year</b>	<b>\$ 778,188</b>	<b>\$ 35,378</b>	<b>\$ 7,325</b>	<b>\$ 820,891</b>	<b>\$ 884,569</b>
<u>Accumulated amortization</u>					
Balance, beginning of year	\$ 396,654	\$ 16,722	\$ 4,016	\$ 417,392	\$ 300,529
Amortization	148,210	2,918	1,465	152,593	159,411
Disposals	(53,668)	-	-	(53,668)	(42,548)
<b>Balance, end of year</b>	<b>\$ 491,196</b>	<b>\$ 19,640</b>	<b>\$ 5,481</b>	<b>\$ 516,317</b>	<b>\$ 417,392</b>
<b>Net book value of tangible capital assets</b>	<b>\$ 286,992</b>	<b>\$ 15,738</b>	<b>\$ 1,844</b>	<b>\$ 304,574</b>	<b>\$ 467,177</b>

WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2020

**14. Schedule of Segmented Disclosure**

	Solid Waste	Local Planning	Cooperative and Regional Planning	Regional Recreation (Other Shared Services)	Corporate Services	2020	2019
<b>Revenue</b>							
Member charges	\$ 1,271,410	\$ 454,885	\$ 21,185	\$ -	\$ -	\$ 1,747,480	\$ 1,674,611
Sale of services	1,162,625	111,848	-	-	-	1,274,473	1,358,700
Government grants	67,386	-	8,359	-	-	75,745	95,500
Interest	7,416	2,703	855	-	-	10,974	13,238
Other	-	-	-	-	-	-	-
	2,508,837	569,436	30,399	-	-	3,108,672	3,142,049
<b>Expenditures</b>							
Salaries and benefits	61,581	173,316	-	-	-	234,897	271,077
Operating expenses	2,355,614	236,195	31,330	12,936	-	2,636,075	2,697,629
Amortization	148,911	2,110	1,573	-	-	152,594	159,411
	2,566,106	411,621	32,903	12,936	-	3,023,566	3,128,117
<b>Surplus (deficit)</b>	<b>\$ (57,269)</b>	<b>\$ 157,815</b>	<b>\$ (2,504)</b>	<b>\$ (12,936)</b>	<b>\$ -</b>	<b>\$ 85,106</b>	<b>\$ 13,932</b>

WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2020

15. Schedule of annual surplus reconciliation

	Solid Waste Operating Fund	Local Planning Operating Fund	Cooperative and Regional Planning Operating Fund	Regional Recreation (Other Shared Services)	Corporate Services	2020	2019
<b>2020 annual surplus (deficit) per PSAB</b>	\$ (57,269)	\$ 157,815	\$ (2,504)	\$ (12,936)	\$ -	\$ 85,106	\$ 13,932
<b>Adjustments to annual surplus for funding requirements</b>							
Second previous year's surplus	207,105	10,505	11,391	12,936	-	241,937	97,219
As previously stated	207,105	10,505	11,391	12,936	-	241,937	97,219
As restated	-	-	-	-	-	-	-
Transfers between funds							
Transfer from regional recreation reserve fund to regional recreation services	-	-	-	-	-	-	30,597
Transfer from solid waste services to solid waste capital reserve fund	-	-	-	-	-	-	-
Transfer from solid waste services to solid waste operating reserve fund	(21,500)	-	-	-	-	(21,500)	(22,500)
Transfer from solid waste capital reserve fund to solid waste services	-	-	-	-	-	-	-
Transfer from solid waste operating reserve fund to solid waste services	-	-	-	-	-	-	-
Transfer of reserve interest	(2,130)	(594)	(11)	-	-	(2,735)	(4,703)
Amortization expense	148,911	2,110	1,573	-	-	152,594	159,410
Disposal of tangible capital assets	8,209	-	-	-	-	8,209	93,383
Purchase of tangible capital assets	-	-	-	-	-	-	-
Long-term debt principal repayment	(111,000)	-	-	-	-	(111,000)	(108,000)
Proceeds of long-term debt	-	-	-	-	-	-	-
Provision for sick leave accrual	7,540	8,233	947	-	-	16,720	381
Total adjustments to annual surplus (deficit)	237,135	20,254	13,900	12,936	-	284,225	245,787
<b>2020 annual fund surplus (deficit)</b>	\$ 179,866	\$ 178,069	\$ 11,396	\$ -	\$ -	\$ 369,331	\$ 259,719

WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2020

16. Statement of reserves

	Solid Waste Operating Reserve Fund		Planning Operating Reserve Fund		Planning Capital Reserve Fund		Co-Operative and Regional Planning Operating Reserve		Regional Recreation Capital Reserve		2019	
	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2019	
<b>Assets</b>												
Term deposits	\$ 100,065	\$ 103,297	\$ 18,775	\$ 45,703	\$ -	\$ -	\$ 1,165	\$ -	\$ 269,005	\$ 244,769		
Due from General Operating Fund	-	-	-	-	-	-	-	-	-	-		
Accumulated reserve	\$ 100,065	\$ 103,297	\$ 18,775	\$ 45,703	\$ -	\$ -	\$ 1,165	\$ -	\$ 269,005	\$ 244,769		
<b>Revenue</b>												
Interest earned in current year	\$ 923	\$ 1,208	\$ 167	\$ 427	\$ -	\$ -	\$ 11	\$ -	\$ 2,736	\$ 4,703		
Transfers from Operating Funds	21,500	-	-	-	-	-	-	-	21,500	22,500		
	22,423	1,208	167	427	-	-	11	-	24,236	27,203		
<b>Expenditures</b>												
Transfers to Operating Funds	-	-	-	-	-	-	-	-	-	-	30,597	
Transfers to Capital Funds	-	-	-	-	-	-	-	-	-	-	-	30,597
Annual Reserve	\$ 22,423	\$ 1,208	\$ 167	\$ 427	\$ -	\$ -	\$ 11	\$ -	\$ 24,236	\$ (3,394)		

Name of Investment	Principal Amount	Interest Rate	Date of Maturity	Name of Investment	Principal Amount	Interest Rate	Date of Maturity
BNS Short Term Non-Redeemable	\$ 55,781	0.53%	15/03/2021	BNS Cashable GIC	\$ 1,436	0.53%	01/03/2021
BNS Short Term Non-Redeemable	\$ 103,298	0.53%	15/03/2021	BNS Cashable GIC	\$ 1,165	0.53%	01/03/2021
BNS Short Term Non-Redeemable	\$ 22,784	0.52%	17/03/2021	BNS Cashable GIC	\$ 13,014	0.50%	21/04/2021
BNS Short Term Non-Redeemable	\$ 4,324	0.52%	04/05/2021	BNS Cashable GIC	\$ 45,703	0.50%	21/04/2021
BNS Short Term Non-Redeemable	\$ 21,500	0.41%	08/07/2021				

WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2020

**17. Statement of reserve transfers**

A motion was made by Troy Stone and seconded by Alexis Fenner to:  
Allocate \$21,500 to the Solid Waste Operating Reserve Fund.

I hereby certify the above statements are true and exact copies of resolutions adopted at a Board of Directors meeting on December 17, 2020.



Katelyn McGrath  
Executive Director/Planning Director  
Western Valley Regional Service Commission

Date



WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2020  
(Unaudited)

18. Schedule of operating budget to PSA budget

	Solid Waste Operating Budget	Local Planning Operating Budget	Cooperative and Regional Planning Operating Budget	Corporate Services Operating Budget	Regional Recreation (Other Shared Services) Amortization	TCA	Transfers	2020	2019
<b>Revenue</b>									
Member charges	1,177,405	455,418	21,185	-	-	-	\$ -	\$ 1,654,008	\$ 1,791,892
Transfers from own and other funds	-	-	-	263,759	-	-	(263,759)	-	-
Sale of services	1,195,831	-	-	-	-	-	-	1,195,831	1,242,949
Government transfers	-	-	-	-	-	-	-	-	21,875
Surplus of second previous year	207,105	10,505	11,391	-	-	-	(241,937)	-	-
Other revenue	10,994	-	-	-	-	-	(10,994)	-	-
	2,591,335	465,923	32,576	263,759	12,936	-	(516,690)	2,849,839	3,056,716
<b>Expenditures</b>									
Governance	-	-	-	16,300	-	-	-	16,300	18,800
Administration	268,848	125,895	26,376	245,959	-	-	-	667,078	704,927
Fiscal services	120,356	-	-	1,500	12,936	-	(111,000)	23,792	24,281
Operations - Solid Waste Service	2,202,131	-	-	-	-	148,911	-	2,351,042	2,342,506
Planning and building inspection services	-	340,028	-	-	-	2,110	-	342,138	353,210
Regional planning	-	-	3,000	-	-	1,573	-	4,573	2,519
Regional policing collaboration	-	-	3,200	-	-	-	-	3,200	3,950
Regional emergency measures planning	-	-	-	-	-	-	-	-	-
Regional sport, recreation & culture	-	-	-	-	-	-	-	-	-
infrastructure planning & cost sharing	-	-	-	-	-	-	-	-	54
Allocation to other programs	-	-	-	-	-	-	-	-	-
Second previous year deficit	-	-	-	-	-	-	-	-	-
	2,591,335	465,923	32,576	263,759	12,936	152,594	(111,000)	3,408,123	3,450,247
<b>Surplus (deficit)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (152,594)	\$ (405,690)	\$ (558,284)	\$ (393,531)

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**19. Revenue and expense support - Solid Waste Services**

	<b>2020</b>	<b>2020</b>	<b>2019</b>
	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
<b>Revenue</b>			
Landfill fees (member tipping fees)	\$ 1,177,405	\$ 1,271,410	\$ 1,222,289
Landfill fees (tipping fees from other sources) and recycling fees	1,195,831	1,162,625	1,216,720
Government grants	-	67,386	57,368
Interest	-	7,416	11,661
	<b>2,373,236</b>	<b>2,508,837</b>	<b>2,508,038</b>
<b>Expenditures</b>			
Landfill costs	1,902,466	1,941,230	1,822,217
Recycling - collection and processing	213,665	154,029	157,876
Amortization	148,911	148,911	155,278
Share of corporate service expenses	171,443	143,230	127,063
Wages and benefits	55,000	55,322	44,066
Household hazardous waste program	62,000	59,976	84,800
Advertising and marketing	34,000	28,910	37,887
Interest on long-term debt	9,356	9,269	12,028
Loss on disposal of tangible capital assets	-	8,210	44,766
Rent	6,700	6,453	6,618
Insurance	3,255	3,309	3,157
Office and miscellaneous	2,700	1,977	3,896
Recycle cart storage and distribution	-	1,434	8,846
Solid waste advisory committee	7,500	1,243	1,176
Telephone	1,250	1,147	683
Repairs and maintenance	2,000	872	2,798
Travel, training and development	6,500	583	2,632
Professional fees	2,500	-	-
	<b>2,629,246</b>	<b>2,566,105</b>	<b>2,515,787</b>
<b>Surplus (Deficit)</b>	<b>\$ (256,010)</b>	<b>\$ (57,268)</b>	<b>\$ (7,749)</b>

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**20. Revenue and expense support - Local Planning Services**

	2020 Budget	2020 Actual	2019 Actual
<b>Revenue</b>			
Local planning and inspection fees	\$ 455,418	\$ 454,885	\$ 383,768
Building permit fees	-	111,848	141,980
Interest	-	2,703	1,229
	<b>455,418</b>	<b>569,436</b>	<b>526,977</b>
<b>Expenditures</b>			
Wages and benefits	290,328	170,909	208,485
Building permit fees	-	109,535	141,980
Share of corporate services	65,940	55,088	48,870
Rent and building expenses	27,000	26,274	26,241
Professional fees	7,000	16,501	782
Office expenses	22,500	10,737	11,336
Travel and meetings	13,600	8,388	8,689
Insurance	3,255	3,309	3,157
Telephone	3,900	2,694	3,482
Amortization	2,110	2,110	2,560
Memberships	2,200	1,692	1,638
Advertising	5,500	1,547	760
GIS and SNB services	3,000	1,434	1,903
Planning Review and Advisory Committee	8,700	1,030	4,067
Training	13,000	373	9,945
	<b>468,033</b>	<b>411,621</b>	<b>473,895</b>
<b>Surplus (Deficit)</b>	<b>\$ (12,615)</b>	<b>\$ 157,815</b>	<b>\$ 53,082</b>

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

**21. Revenue and expense support - Cooperative and Regional Planning Services**

	<b>2020 Budget</b>	<b>2020 Actual</b>	<b>2019 Actual</b>
<b>Revenue</b>			
Cooperative and regional planning fees	\$ 21,185	\$ 21,185	\$ 12,443
Government grants	-	8,359	16,257
Interest income	-	855	22
	<b>21,185</b>	<b>30,399</b>	<b>28,722</b>
<b>Expenditures</b>			
Share of corporate services	26,376	22,020	9,774
Regional planning	3,000	8,351	16,257
Amortization	1,573	1,573	1,519
Regional police committee	3,200	960	2,192
	<b>34,149</b>	<b>32,904</b>	<b>29,742</b>
<b>Deficit</b>	<b>\$ (12,964)</b>	<b>\$ (2,505)</b>	<b>\$ (1,020)</b>

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WESTERN VALLEY REGIONAL SERVICE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2019

**22. Revenue and expense support - Regional Recreation (Other Shared Services)**

	<b>2020 Budget</b>	<b>2020 Actual</b>	<b>2019 Actual</b>
<b>Revenue</b>			
Member charges	\$ -	\$ -	\$ 56,111
Grant revenue	-	-	21,875
Interest income	-	-	326
	-	-	78,312
<b>Expenditures</b>			
Surplus refunded to members	12,936	12,936	43,751
Community projects	-	-	30,000
Wages and benefits	-	-	18,526
Share of corporate services	-	-	9,774
Grants	-	-	4,000
Travel and meetings	-	-	1,444
Telephone	-	-	576
Materials and supplies	-	-	568
Amortization	-	-	54
	12,936	12,936	108,693
<b>Deficit</b>	<b>\$ (12,936)</b>	<b>\$ (12,936)</b>	<b>\$ (30,381)</b>

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**WESTERN VALLEY REGIONAL SERVICE COMMISSION**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2020**

**23. Revenue and expense support - Corporate Services**

	2020 Budget	2020 Actual	2019 Actual
<b>Revenue</b>	\$ -	\$ -	\$ -
<b>Expenditures</b>			
Wages and benefits	196,504	170,327	142,597
Rent	14,000	13,422	13,235
Office expenses	12,800	12,565	12,115
Governance expenses	16,300	7,724	10,492
Professional fees	11,500	9,386	9,524
Insurance	3,255	3,309	3,157
Telephone	2,400	2,153	2,436
Interest and bank charges	1,500	841	1,040
Travel and meetings	2,500	463	737
Memberships	500	148	148
Training and development	2,500	-	-
Transfer to Regional Recreation	-	-	(9,774)
Transfer to Cooperative & Regional Planning Services	-	(22,020)	(9,774)
Transfer to Local Planning Services	-	(55,088)	(48,870)
Transfer to Solid Waste Services	-	(143,230)	(127,063)
	263,759	-	-
<b>Surplus</b>	\$ (263,759)	\$ -	\$ -

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