

**REGION OF QUEENS MUNICIPALITY
REGULAR COUNCIL
TUESDAY, AUGUST 14, 2018
9:07 a.m.**

PRESENT: Mayor David Dagley, Chair
Councillor Kevin Muise
Councillor Heather Kelly
Councillor Brian Fralic
Councillor Jack Fancy
Councillor Raymond Fiske
Councillor Gilbert Johnson
Chris McNeill, CAO
Christine Watson, Recording / Management Secretary

REGRETS: Deputy Mayor Susan MacLeod

1.0 CALL TO ORDER:

Mayor Dagley called the meeting to order at 9:07 a.m.

2.0 CHANGES / APPROVAL OF AGENDA

It was moved by Councillor Fiske and seconded by Councillor Muise that the Agenda be approved as presented.

MOTION CARRIED unanimously.

3.0 PRESENTATION

3.1 2017/2018 Audited Financial Statements – Belliveau Veinotte Inc.

Mayor Dagley welcomed Paul Belliveau and Mike Metcalfe, Belliveau Veinotte Inc. to Council to present the draft 2017/2018 Audited Financial Statements (copy attached to original set of Minutes).

Mr. Belliveau thanked staff for their assistance during the audit and commented on the competency of the RQM staff.

Mike Metcalfe reviewed sections from the financial statements:

Section A – Consolidated Financial Statements - A combination of entries including asset investment and other non-cash transactions. During the audit, there were no major issues or misstatements.

- Section A-8 to A-21 provides explanations in the auditing process.

Section B – Non Consolidated Summary Revenue & Expense Totals – Is a summary of various ledgers. Mr. Metcalfe reviewed various sections and provided the variances and reasons for them.

Reviewed the following sections:

B1 – Statement of Operations - Revenue and Expenditures – Shows a slight increase over 2017)

B2 – Operating Fund Balance Sheet - Assets and Liabilities (The variance over last year is due to timing of payments.)

B3 – Capital Fund Balance Sheet – Slight increase over last year due to major capital projects.

B15 – Hillsview Acres – Statement of Operations

B16 - Water Utility – Statement of Operations – Indicates a reduction in water usage over last year.

B17 – Water Utility – Operating Fund Balance Sheet

B18 – Water Utility – Capital Fund Balance Sheet - Assets, Liabilities, Equity – Increased slightly due to capital projects on Main and School Streets.

B21 – Special Reserve Funds Statement of Reserves – Indicates a slight increase over 2017 mostly due to capital projects on Main and School Streets and fire equipment purchases.

Section C – Trust Funds – Very little change compared to last year.

Mayor Dagley thanked Mr. Belliveau and Mr. Metcalfe

4.0 **TABLING OF PETITIONS:**

There were no petitions to come before this meeting.

5.0 **PUBLIC QUESTION / COMMENT SESSION:**

Leon Robertson, 45 College Street, Liverpool – Mr. Robertson commented on the financial statement presentation and asked for an explanation under Item 13.2 Community Boundary Change – Port Joli / East Port L'Hebert.

6.0 **APPROVAL OF MINUTES:**

6.1 Council Minutes – July 24, 2018

It was moved by Councillor Fralic and seconded by Councillor Fancy:

THAT the minutes of the Regular Council meeting held July 24, 2018 be approved as circulated.

MOTION CARRIED unanimously.

7.0 **DANGEROUS OR UNSIGHTLY PREMISES:**

There were no items to come before this meeting.

8.0 **ECONOMIC DEVELOPMENT:**

There were no items to come before this meeting.

9.0 **CORPORATE SERVICES:**

9.1 Job Description – Accounts Payable Clerk

It was moved by Councillor Muise and seconded by Councillor Kelly:

THAT the Council of Region of Queens Municipality approve the revised Accounts Payable Clerk Job Description.

MOTION CARRIED unanimously.

9.2 Job Description – Administrative Assistant – Planning and Development

It was moved by Councillor Fiske and seconded by Councillor Fralic:

THAT the Council of Region of Queens Municipality approve the revised Administrative Assistant – Planning and Development Job Description.

MOTION CARRIED unanimously.

9.3 Job Description – Administrative Assistant – Recreation and Healthy Communities

It was moved by Councillor Fralic and seconded by Councillor Kelly:

THAT the Council of Region of Queens Municipality approve the revised Administrative Assistant – Recreation and Healthy Communities Job Description.

MOTION CARRIED unanimously.

9.4 Job Description – Director of Finance

It was moved by Councillor Muise and seconded by Councillor Fiske:

THAT the Council of Region of Queens Municipality approve the revised Director of Finance Job Description.

MOTION CARRIED unanimously.

9.5 Job Description – Finance Clerk

It was moved by Councillor Kelly and seconded by Councillor Fancy:

THAT the Council of Region of Queens Municipality approve the revised Finance Clerk Job Description.

MOTION CARRIED unanimously.

9.6 Job Description – Fitness Coordinator

It was moved by Councillor Muise and seconded by Councillor Fancy:

THAT the Council of Region of Queens Municipality approve the revised Fitness Coordinator Job Description.

MOTION CARRIED unanimously.

9.7 Job Description – Manager of Finance

It was moved by Councillor Kelly and seconded by Councillor Fralic:

THAT the Council of Region of Queens Municipality approve the revised Manager of Finance Job Description.

MOTION CARRIED unanimously.

9.8 Job Description – Payroll / Benefits Clerk

It was moved by Councillor Fancy and seconded by Councillor Fiske:

THAT the Council of Region of Queens Municipality approve the revised Payroll / Benefits Clerk Job Description.

MOTION CARRIED unanimously.

9.9 Job Description – Tax Clerk

It was moved by Councillor Muise and seconded by Councillor Fancy:

THAT the Council of Region of Queens Municipality approve the revised Tax Clerk Job Description.

MOTION CARRIED unanimously.

9.10 Job Description – Utility Clerk

It was moved by Councillor Kelly and seconded by Councillor Fiske:

THAT the Council of Region of Queens Municipality approve the revised Utility Clerk Job Description.

MOTION CARRIED unanimously.

9.11 Job Description – Deputy Clerk

It was moved by Councillor Fralic and seconded by Councillor Fancy:

THAT the Council of Region of Queens Municipality approve the revised Deputy Clerk Job Description.

MOTION CARRIED unanimously.

9.12 Policy 85 – Handling of Complaints

It was moved by Councillor Johnson and seconded by Councillor Fancy:

THAT the Council of Region of Queens Municipality approve Policy 85 respecting Handling of Complaints.

Chris McNeill, CAO, stated that Policy 85, Handling of Complaints, will streamline and ensure all formal complaints get followed up on with a response in a timely manner.

Councillors asked to be provided with a summary report of complaints on occasion.

MOTION CARRIED unanimously.

10.0 ENGINEERING AND WORKS:

There were no items to come before this meeting.

11.0 FINANCE:

11.1 Adoption of Audited 2017/2018 Financial Statements

It was moved by Councillor Fiske and seconded by Councillor Fancy:

THAT the Council of Region of Queens Municipality adopt the Audited Financial Statements and the Trust Fund Financial Statements for the fiscal year ended March 31, 2018 as presented by Belliveau Veinotte Inc.

MOTION CARRIED unanimously.

12.0 RECREATION AND COMMUNITY FACILITIES:

- 12.1 Waiver of Policy 58 – Consumption of Alcohol on Municipal Property: Boxing Rock Brewing Company

It was moved by Councillor Kelly and seconded by Councillor Fralic:

THAT the Council of Region of Queens Municipality agree to waive Policy 58 – Consumption of Alcohol on Municipally Owned Properties as requested by Boxing Rock Brewing Company for August 25 / 26, 2018.

AND THAT the applicant be required to submit proof of insurance in no less than \$2,000,000 per occurrence with the Region of Queens Municipality as additional insured, and copy of the in effect liquor license from the Province of Nova Scotia to the Region, and that all municipal, provincial, and federal laws be strictly adhered to.

MOTION CARRIED unanimously.

- 12.2 Special Event Assistance – Memorial Auto Show

It was moved by Councillor Fancy and seconded by Councillor Muise:

THAT the Council of Region of Queens Municipality give approval from the Special Event Assistance Program of \$200.00 to Memorial Auto Show for costs associated with delivering the auto show.

AND THAT it is to be funded from Community Grants and Programs budget line of the Recreation & Healthy Communities Department.

MOTION CARRIED unanimously.

13.0 PLANNING

- 13.1 West House (Tavern) Heritage Designation

It was moved by Councillor Kelly and seconded by Councillor Johnson:

THAT the Council of the Region of Queens Municipality register the property identified as PID #70017827 and located at 547 Main Street in Liverpool, and known as the West House, in the municipal registry of heritage property for the Region of Queens.

Mike MacLeod, Director of Planning and Development, stated the property is worthy of Municipal designation. The applicants are the owners of the property and are supportive of this designation.

MOTION CARRIED unanimously.

13.2 Community Boundary Change – Port Joli / East Port L’Hebert

It was moved by Councillor Muise and seconded by Councillor Fiske:

THAT Council of the Region of Queens Municipality request the Nova Scotia Geomatics Centre make changes to the community boundary line between Port Joli and East Port L’Hebert, in the vicinity of Highway 3, to reflect the inclusion of properties identified as PID #70070321, 70067830, 70067657, 70067608, 70067640 and 70067616 in the community of Port Joli.

Mr. MacLeod stated correspondence has been received from the Province respecting the location of the community boundaries in response from a concerned resident in the area. The Municipality received five responses to the six letters that were sent to property owners in the area, enquiring which community they felt they resided. All five property owners advised that they would like the community boundary shifted to the west so that their properties were located in Port Joli.

MOTION CARRIED unanimously.

14.0 REPORTS

14.1 Council Implementation Report – ending July 24, 2018

Council Implementation Report – ending July 24, 2018 is included for information purposes.

15.0 IN-CAMERA ITEMS

It was moved by Councillor Fiske and seconded by Councillor Muise that the proceedings go In-Camera at 10:10 a.m. to discuss the following:

15.1 Sale of Municipal Land

MOTION CARRIED unanimously.

Mayor Dagley announced a 15 minute recess at 10:10 a.m.

Councillor Fancy declared a Conflict of Interest and left Council Chambers at 10:30 a.m.

It was moved by Councillor Fiske and seconded by Councillor Muise that the proceedings exit In-Camera at 11:15 a.m.

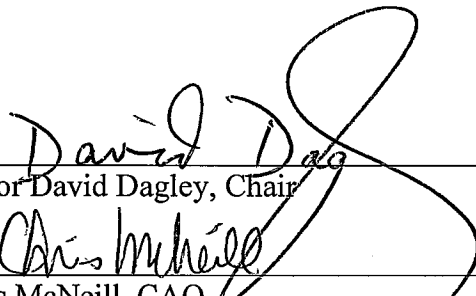
MOTION CARRIED unanimously.

Councillor Fancy returned to Council Chambers at 11:15 a.m.

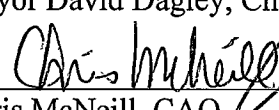
16.0 ADJOURNMENT

It was moved by Councillor Fiske and seconded by Councillor Kelly that the meeting be adjourned at 11:16 a.m.

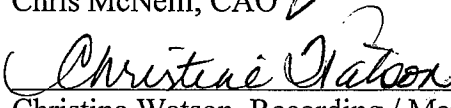
MOTION CARRIED unanimously.



Mayor David Dagley, Chair



Chris McNeill, CAO



Christine Watson, Recording / Management Secretary

Date Approved: August 28, 2018

REGION OF QUEENS MUNICIPALITY

Financial Statements

Year Ended March 31, 2018

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REGION OF QUEENS MUNICIPALITY

Consolidated Financial Statements

Year Ended March 31, 2018

REGION OF QUEENS MUNICIPALITY

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REGION OF QUEENS MUNICIPALITY

Consolidated Financial Statements

Year Ended March 31, 2018

REGION OF QUEENS MUNICIPALITY

Consolidated Financial Statements

Year Ended March 31, 2018

Section A

REGION OF QUEENS MUNICIPALITY

Consolidated Financial Statements

Year Ended March 31, 2018

REGION OF QUEENS MUNICIPALITY

SECTION A

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REGION OF QUEENS MUNICIPALITY

Consolidated Financial Statements

Year Ended March 31, 2018

Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of the Region of Queens Municipality (the "Municipality") are the responsibility of the Municipality's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada (CPA). A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Municipality's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The audit committee meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

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

Chris McNeill
Chief Administrative Officer

Jennifer Keating-Hubley, BAccS, CPA, CGA
Director of Finance

INDEPENDENT AUDITOR'S REPORT

August 14, 2018

His Worship the Mayor and
Members of the Council
Region of Queens Municipality
Liverpool, Nova Scotia

We have audited the accompanying consolidated financial statements of the Region of Queens Municipality (the "Municipality"), which comprise the consolidated statement of financial position as at March 31, 2018 and the consolidated statement of financial activities, changes in financial position and changes in net financial assets (liabilities) for the year then ended, and the related notes, which comprise a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the Municipality's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Region of Queens Municipality as at March 31, 2018, and the results of its operations and the changes in its financial position for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Other matters

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The supplementary information included in Section B and Section C is presented for purposes of additional information and is not a required part of the consolidated financial statements. Such supplementary information has been subjected to the auditing procedures applied, only to the extent necessary to express an opinion on the audit of consolidated financial statements taken as a whole.

REGISTERED MUNICIPAL AUDITORS
CHARTERED PROFESSIONAL ACCOUNTANTS

REGION OF QUEENS MUNICIPALITY
Consolidated Statement of Financial Position
Year Ended March 31, 2018

A-4

	2018	2017
ASSETS		
Financial assets		
Cash and cash equivalents	\$12,802,656	\$ 11,964,604
Taxes receivable (less allowance for doubtful accounts \$450,247; 2017 - \$175,809) (Note 4)	1,240,580	1,436,686
Other receivables (less allowance for doubtful accounts \$21,555; 2017 - \$21,555) (Note 5)	3,592,702	1,510,999
Loans receivable (Note 7)	145,435	176,828
	17,781,373	15,089,117
LIABILITIES		
Accounts payable and accrued liabilities (Note 8)	1,531,349	1,453,063
Deferred revenues	246,038	274,576
Customer deposits	229,772	209,390
Long-term debt (Note 9)	3,671,315	3,981,620
Tax sale surplus (Note 14)	449,176	375,928
Solid waste closure and post closure liability	2,984,683	2,696,979
	9,112,333	8,991,556
NET FINANCIAL ASSETS (LIABILITIES)	8,669,040	6,097,561
NON FINANCIAL ASSETS		
Tangible capital assets (Note 11)	58,645,199	58,790,272
Inventory not held for resale	100,496	122,654
Prepaid expenses	155,029	182,038
	58,900,724	59,094,964
NET ASSETS	\$67,569,764	\$65,192,525
MUNICIPAL POSITION		
Surplus	\$ 1,920,855	\$ 1,722,722
Reserve funds	9,981,116	8,081,350
Investment in capital assets	55,667,793	55,388,453
TOTAL MUNICIPAL POSITION	\$67,569,764	\$ 65,192,525

Commitments (Note 12 - A-17)
Contingencies (Note 13 - A-17/18)

See the accompanying notes to the consolidated financial statements

On behalf of the Region of Queens Municipality

_____ Mayor _____ CAO

REGION OF QUEENS MUNICIPALITY
Consolidated Statement of Financial Activities
Year Ended March 31, 2018

A-5

	2018		2017
	Budget	Actual	Actual
REVENUES			
Assessable property taxes (net of school board appropriations)	\$ 9,860,909	\$ 9,921,196	\$ 9,717,259
Sale of service	662,380	756,483	814,073
Water rates	504,020	474,527	482,671
Water for fire protection	197,235	197,235	197,235
Government transfers	1,368,811	1,378,513	1,289,744
Grants in lieu of taxes	313,853	318,648	317,695
Services provided to other governments	1,694,332	1,906,080	1,834,484
Other revenue from own sources	1,337,448	1,703,481	1,339,150
Public health	1,262,136	1,298,700	1,272,375
Government transfers – capital contributions	1,586,175	1,902,512	753,984
Proceeds from sale of property and equipment	-	242,067	2,050
Pending debenture	-	530,000	-
	18,787,299	20,629,442	18,020,720
EXPENDITURES			
General government services	1,788,056	1,950,959	1,763,933
Protective services	3,407,031	4,111,688	3,294,215
Transportation services	2,754,085	2,684,447	2,670,167
Environmental health services	3,754,018	3,744,339	3,666,340
Public Health services	1,402,897	1,453,797	1,443,468
Environmental development services	998,857	915,227	860,281
Recreational and cultural services	2,721,234	2,689,742	2,640,019
Water treatment and distribution	671,721	702,004	646,138
	17,497,899	18,252,203	16,984,561
NET REVENUES FOR THE YEAR	\$ 1,289,400	2,377,239	1,036,159
Municipal Position, beginning of year		65,192,525	64,156,366
MUNICIPAL POSITION, END OF YEAR		\$ 67,569,764	\$ 65,192,525

See the accompanying notes to the consolidated financial statements

REGION OF QUEENS MUNICIPALITY**A-6****Consolidated Statement of Changes in Financial Position**

Year Ended March 31, 2018

	2018	2017
OPERATING ACTIVITIES		
Net revenues for the year	\$ 2,377,239	\$ 1,036,159
Amortization of tangible capital assets	1,791,148	2,000,473
Increase in solid waste closure and post closure liability	287,704	285,354
Change in non-cash assets and liabilities:		
Taxes receivable	196,106	114,495
Other receivables	(2,081,702)	(54,960)
Accounts payable and accrued liabilities	78,286	(139,495)
Deferred revenues	(28,538)	45,367
Customer deposits	20,382	21,440
Tax sale surplus liability	73,248	103,579
Changes in non-cash working capital	49,167	(39,463)
Cash flow from (used by) operating activities	2,763,040	3,372,949
FINANCING ACTIVITIES		
Changes in long-term debt	(310,305)	(358,356)
Cash flow from (used by) financing activities	(310,305)	(358,356)
INVESTING ACTIVITIES		
Loans receivable	31,393	42,793
Cash flow from (used by) investing activities	31,393	42,793
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(1,646,076)	(5,154,710)
Cash flow from (used by) capital activities	(1,646,076)	(5,154,710)
INCREASE IN CASH AND CASH EQUIVALENTS	838,052	(2,097,324)
Cash and cash equivalents - beginning of year	11,964,604	14,061,928
CASH AND CASH EQUIVALENTS – END OF YEAR	\$12,802,656	\$11,964,604

See the accompanying notes to the consolidated financial statements

REGION OF QUEENS MUNICIPALITY**A-7****Consolidated Statement of Changes in Net Financial Assets (Liabilities)**

Year Ended March 31, 2018

	2018	2017
Annual Surplus (Deficit)	\$ 2,377,239	\$ 1,036,159
Acquisition of tangible capital assets	(1,646,076)	(5,154,710)
Amortization of tangible capital assets	1,791,148	2,000,473
Acquisition (consumption) of prepaid expenses and inventories	49,168	(39,464)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	2,571,479	(2,157,542)
Net financial assets (liabilities), beginning of year	6,097,561	8,255,103
NET FINANCIAL ASSETS (LIABILITIES), END OF YEAR	\$ 8,699,040	\$ 6,097,561

See the accompanying notes to the consolidated financial statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICING AND REPORTING PRACTICES

These consolidated financial statements of the Region of Queens Municipality ("Municipality") are the representations of management and are prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada (CPA).

Reporting Entity

These consolidated statements reflect the assets, liabilities, revenues, expenditures and changes in fund balances and financial position of the reporting entity. The reporting entity is comprised of all organizations and enterprises accountable for the administration of their financial affairs and resources to Municipality Council and which are owned or controlled by the Region of Queens Municipality.

(a) Consolidated Entities

In addition to the general Region of Queens Municipality departments, the reporting entity includes the following where deemed material:

The Region of Queens Municipality Water Utility

Inter-departmental and organizational transactions have been eliminated.

(b) Non-Consolidated Entities

The following local boards, commissions and agencies are not consolidated:

South Shore Regional Enterprise Network

Western Regional Housing Authority

South Shore Regional Library Board

Fund Accounting

In accordance with practices common to Nova Scotia municipalities, the municipality follows the fund basis of accounting. The capital fund is used principally to account for assets acquired or obligations incurred which are to be financed from the future revenue of the Municipality and it is the annual interest cost of this financing that is paid from current (operating fund) operations. Reserve funds are generally created by appropriations from current (operating fund) operations. The uses of these funds are restricted to the purposes for which the reserve funds are created.

Cash and cash equivalents

Cash and cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less.

Taxes and Other Receivables

Taxes and other receivables are reported net of any allowance for doubtful accounts.

Inventories

Inventories held by the Municipality are not viewed as financial assets. The inventory on hand will be used for future operational or capital purposes, and accordingly have been reflected as non-financial assets in the consolidated statement of financial position. Inventories are recorded at the lower of cost or replacement cost.

(continues)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICING AND REPORTING PRACTICES (cont'd)

Tangible Capital Assets

Effective April 1, 2009, the Municipality adopted Section 3150 of the Public Sector Accounting Handbook of the Chartered Professional Accountants of Canada (CPA) with respect to the disclosure of tangible capital assets of local governments. Prior to April 1, 2009, the Municipality previously recorded tangible capital assets at cost in the period they were acquired on the statement of financial position and as an expenditure within the capital fund. Assets were not amortized and they were written off at the end of their estimated useful life.

As of April 1, 2009, tangible capital assets are recorded at cost in the period they are acquired and recorded as expenditures within the capital fund. Donated tangible capital assets are capitalized and recorded at their fair value upon acquisition. If historical cost information was not available during adoption of PSAB 3150, tangible capital assets were recorded using historical appraisal values. The Municipality does not capitalize interest as part of the costs of its tangible capital assets. Tangible capital asset additions not meeting the threshold of \$10,000 per year are expensed in the year of acquisition.

Amortization recorded on tangible capital assets in the general capital fund is calculated on a straight line basis over the asset's estimated useful life. Amortization recorded on assets of the water utilities are calculated based on the Nova Scotia Utility and Review Board approved rates. An amount of cash equal to the amortization expense of the Water Utility is transferred to a special bank account which is used to help fund replacement of existing Water Utility plant and equipment or, on approval by the Nova Scotia Utility and Review Board, to repay the principal of capital debt. No amortization is recorded in the years of acquisition or disposal.

Estimated useful lives are as follows:

Airport -runways	30 years
Airport - navigational aids	15 years
Bridges/Railings - construction	50 years
Bridges/Railings - upgrades	20 years
Buildings - municipal	40 years
Computer hardware and software	5 years
Land improvements	20 years
Land	Not amortized
Machinery and equipment	12 - 15 years
Office and information technology	10 years
Office equipment and furniture	10 years
Outdoor swimming pools	25 years
Sewer lines	50 years
Sidewalks	25 years
Storm water conveyance structures	35 years
Streets, roads and curbs	30 years
Vehicles	10 years
Landfill Cell	Based on Percentage of Use
Water utility	
Structures and improvements	25 - 75 years
Equipment	5 - 20 years
Mains (Transmission and distribution)	75 years
Meters	20 - 25 years

Capital assets that are classified as work in progress are not amortized until the asset is available for productive use.

Natural Resources, Cultural and Historic Assets

Natural resources, culture and historic assets that have not been purchased are not recorded as assets in these financial statements

Solid Waste Management Facilities Liabilities

The Municipality accrued landfill closure and post-closure requirements that include final covering and landscaping, and ongoing environmental monitoring, site inspection and maintenance. The liability is accrued as the landfill site's capacity is used. The reported liability is based on estimates and assumptions using the best information available to management. Future events may result in significant changes to the estimates expenses, total capacity and estimates liability, and would be recognized prospectively, as a change in estimates, when applicable. The change in the liability at each reporting period is charged as an expense.

Valuation Allowance

Uncollected taxes and rates

The Municipality provides a valuation allowance for 100% of the value of taxes outstanding for business occupancy, real properties identified as invalid assessments, owner unknown properties, properties that titles cannot be certified for tax sale and properties not sold at tax sale.

In the Water Utility, the valuation allowance is provided for estimates losses that will be incurred collecting rates receivable outstanding.

Other Receivables

The Municipality provides a valuation allowance for all receivables other than taxes and rates that are determined to be uncollectible.

Deferred Revenue

Deferred revenue represents user charges and other fees that have been collected, for which the related services have yet to be performed. These amounts are recognized as revenue in the fiscal year the services are performed.

Government Transfers

Government transfers are recognized in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amounts can be made.

Taxation and Related Revenues

Property tax billings are prepared by the Municipality based on assessment rolls issued by the Property Valuation Services Corporation. Tax rates are established annually by Council incorporating amounts to be raised for local services. Taxation revenues are recorded at the time they are levied and the tax billings are due. Assessments and the related property taxes are subject to appeal with

any resulting tax adjustments being recorded when the results of the appeal process are known. An allowance for unresolved assessment appeals is also provided.

Trust Funds

Trust funds held by the Municipality and their related operations, are not included in the consolidated financial statements. The financial activity and position of the trust funds are reported separately in Section C.

Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

2. FINANCIAL INSTRUMENTS

The Municipality's financial instruments consists of cash and temporary investments, accounts receivable, investments, bank indebtedness, accounts payable and accrued liabilities, deposit liabilities, short term borrowings and long-term debt. It is management's opinion that the Municipality is not exposed to significant interest or currency risks arising from these financial instruments.

The Municipality is subject to credit risk with respect to taxes and grants in lieu of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Municipality provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

3. CONTRIBUTIONS TO NON-CONSOLIDATED JOINT BOARDS, AGENCIES AND COMMISSIONS

The following contributions were made by the Municipality to non-consolidated board, agencies, and commissions:

	2018 Budget	2018 Actual	2017 Actual
South Shore Regional Enterprise Network	\$ 31,500	\$ 31,193	\$ 31,193
Western Regional Housing Authority	90,000	102,892	121,872
South Shore Regional Library Board	79,300	79,302	78,596
	\$ 200,800	\$213,387	\$231,661

4. TAXES RECEIVABLE

	Current Year	Prior years	2018 Ending	2017 Ending
Balance - beginning of year	\$ -	\$ 1,612,495	\$ 1,612,495	\$ 1,679,382
Current year's tax levy and interest	11,115,322	-	11,115,322	10,885,574
Collection area rates	38,431	-	38,431	38,159
	11,153,753	1,612,495	12,766,248	12,603,115
Current year's collections	9,992,213	652,991	10,645,204	10,800,414
Reduced taxes	65,381	-	65,381	64,238
Uncollectible accounts written off	326,404	-	326,404	87,719
Transmission of area rates	38,431	-	38,431	38,159
Total Outstanding	731,772	959,054	1,690,826	1,612,495
Less:				
Allowance for Doubtful Accounts			(450,246)	(175,809)
Net Taxes Receivable			\$ 1,240,580	\$ 1,436,686

5. OTHER RECEIVABLES

	2018	2017
Governments	\$ 2,503,506	\$ 487,544
General others, interest accrual	989,621	914,415
Water rates	121,130	130,595
Total Outstanding	3,614,257	1,532,554
Less:		
Allowance for Doubtful Accounts	(21,555)	(21,555)
Net Other Receivables	\$ 3,592,702	\$ 1,510,999

6. MUNICIPAL POSITION

The consolidated statement of financial position reflects the following fund balances:

	2018	2017
Surplus Funds		
General	\$ 1,325,343	\$ 1,129,617
Water	595,512	593,105
Reserve Funds		
Special Reserve - Operating	7,042,900	5,132,567
Special Reserve - Equipment	1,369,255	1,534,643
Special Reserve - Capital	1,516,031	1,361,632
Water - Equipment	52,930	52,508
Investment in Capital Assets		
General Capital	49,733,251	49,867,852
Water Capital	5,934,542	5,520,601
	\$ 67,569,764	\$ 65,192,525

7. LOANS RECEIVABLE

	2018	2017
Special Capital Reserve Fund		
Mill Village Fire Department - non-interest bearing repayable in annual instalments of \$10,000 maturing in 2021	\$ 35,000	\$ 45,000
Liverpool Fire Fighters Association - non-interest bearing repayable in annual instalments of \$15,966 maturing in 2024	105,213	121,179
	\$ 140,213	\$ 166,179
Special Operating Reserve Fund		
Charleston Fire Department - non-interest bearing repayable in annual instalments of \$5,427 maturing in 2018	\$ 5,222	\$10,649
	\$ 145,435	\$ 176,828

8. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2018	2017
General	\$ 567,828	\$ 940,594
Government	961,521	512,469
	\$ 1,531,349	\$ 1,453,063

9. LONG-TERM DEBT

The balance of the net long-term liabilities reported on the consolidated statement of financial position is made up of the following Municipality agencies. Further details are reported on Page B-22.

	2018	2017
Municipality General		
Nova Scotia Municipal Finance Corporation	\$ 2,208,225	\$ 30,000
CMHC	493,184	546,185
Nova Scotia Municipal Finance Corporation	28,410	42,615
Nova Scotia Municipal Finance Corporation	1,348,960	1,416,408
Nova Scotia Municipal Finance Corporation	1,363,831	1,454,753
Nova Scotia Municipal Finance Corporation	27,590	41,385
Water Utility		
Nova Scotia Municipal Finance Corporation	409,340	450,274
	\$ 3,671,315	\$ 3,981,620

Principal repayments required for the next five (5) years are as follows:

2019	\$ 282,080
2020	\$ 336,915
2021	\$ 310,811
2022	\$ 312,771
2023	\$ 314,797

10. RESERVE AND OPERATING SURPLUS ALLOCATIONS AND COMMITMENTS

Special Operating Reserve Allocations - Included in the Reserves are the following allocations approved by Council

Sewer projects	\$ 947,738
Hillsview Acres renovations	\$ 428,507
Second generation landfill site	\$ 2,036,773
Organic ban project	\$ 576,703
Pollution abatement	\$ 180,047
Pine Grove Park	\$ 163,925
Subdivision Parkland	\$ 41,512
Call Center Building	\$ 205,886
Federal Gas Tax	\$ 1,432,447
Queens' Place Emera Centre	\$ 4,128
Fundraising - Queens' Place	\$ 54,649
Computer Equipment Reserve	\$ 59,832
Fire Safety Operations	\$ 9,219

Special Capital Reserve Allocation - Included in the Reserve is the following allocations approved by Council

2nd Generation Landfill Site - post closure	\$ 4,047,014
General	\$ 453,700

REGION OF QUEENS MUNICIPALITY
Notes to Consolidated Financial Statements
Year Ended March 31, 2018

11. TANGIBLE CAPITAL ASSETS 2018

	Opening Cost	Additions	Disposals	Adjustments	Ending Cost	Amortization	Accumulated Amortization	Net book Value
Land	\$ 6,606,208	\$ -	\$ (197,556)	\$ -	\$ 6,408,652	\$ -	\$ -	\$ 6,408,652
General Government	1,949,448	-	-	-	1,949,448	52,278	1,260,112	689,336
Environmental Development Services	3,237,893	-	-	-	3,237,893	61,901	1,417,497	1,820,396
Protective Services								
Law enforcement	675,618	-	-	-	675,618	18,653	396,041	279,577
Protective services	555,616	-	-	-	555,616	8,349	407,944	147,672
Environmental Health Services								
Sewage collection and disposal	14,932,884	451,239	-	(534,200)	14,849,923	296,764	5,079,524	9,770,399
Landfill site	14,416,837	-	-	-	14,416,837	420,916	5,167,469	9,249,368
Materials recovery facility	800,349	-	-	-	800,349	17,154	314,168	486,181
Public Health and Welfare Services	1,218,512	-	-	-	1,218,512	25,528	1,057,254	161,258
Maintenance Department	5,402,851	321,141	(171,244)	-	5,552,748	224,167	3,255,033	2,297,715
Recreation, Planning and Tourism	21,382,006	118,954	-	-	21,500,960	596,339	3,678,152	17,822,808
Public Works								
Sidewalks	606,940	-	-	-	606,940	16,355	399,974	206,966
Traffic lights	127,110	-	-	-	127,110	5,084	71,182	55,928
Permanent streets	5,041,911	1,284,737	-	-	6,326,648	111,893	2,447,871	3,878,777
Airport	153,597	-	-	-	153,597	1,312	139,164	14,433
Utility Plant in Service	7,277,965	373,008	-	-	7,650,973	105,696	2,295,240	5,355,733
	\$ 84,385,745	\$ 2,549,079	\$ (368,800)	\$ (534,200)	\$ 86,031,824	\$ 1,962,389	\$ 27,386,625	\$ 58,645,199

REGION OF QUEENS MUNICIPALITY
Notes to Consolidated Financial Statements
Year Ended March 31, 2018

11. TANGIBLE CAPITAL ASSETS 2017

	Opening Cost	Additions	Disposals	Write- Downs	Ending Cost	Amortization	Accumulated Amortization	Net book Value
	\$	\$	\$	\$	\$	\$	\$	\$
Land	6,606,208	-	-	-	6,606,208	-	-	6,606,208
General Government	1,949,448	-	-	-	1,949,448	52,278	1,207,828	741,620
Environmental Development Services	3,237,893	-	-	-	3,237,893	87,616	1,355,596	1,882,297
Protective Services								
Law enforcement	675,618	-	-	-	675,618	18,653	377,388	298,230
Protective services	555,616	-	-	-	555,616	14,358	399,594	156,022
Environmental Health Services								
Sewage collection and disposal	14,236,620	696,264	-	-	14,932,884	293,523	4,782,760	10,150,124
Landfill site	10,930,732	3,486,105	-	-	14,416,837	403,833	4,746,553	9,670,284
Materials recovery facility	800,349	-	-	-	800,349	16,619	297,015	503,334
Public Health and Welfare Services	1,218,512	-	-	-	1,218,512	25,528	1,031,726	186,786
Maintenance Department	5,280,314	122,537	-	-	5,402,851	262,788	3,202,110	2,200,741
Recreation, Planning and Tourism	20,943,398	438,608	-	-	21,382,006	596,339	3,081,813	18,300,193
Public Works								
Sidewalks	606,940	-	-	-	606,940	16,355	383,619	223,321
Traffic lights	127,110	-	-	-	127,110	5,084	66,097	61,013
Permanent streets	4,771,136	270,775	-	-	5,041,911	101,385	2,335,978	2,705,933
Airport	153,597	-	-	-	153,597	1,312	137,852	15,745
Utility Plant in Service	7,137,547	140,418	-	-	7,277,965	104,802	2,189,544	5,088,421
	\$ 79,231,038	\$ 5,154,707	-	-	\$ 84,385,745	\$ 2,000,473	\$ 25,595,473	\$ 58,790,272

12. COMMITMENTS

(a) School Properties

On January 1, 1982 the Municipality of The County of Queens joined with the Town of Liverpool to form Queens District School Board (now South Shore Regional School Board). Under the agreement, all school land and buildings on hand as at December 31, 1981 will remain assets of the Region of Queens Municipality, but will be under the operating control of the Board until such time as they no longer require the assets for school purposes. At that time, the School Board re-conveys the land and buildings to the Region of Queens Municipality.

(b) Contract/Leases

Contract for garbage collection for the subsequent year of \$613,956 plus HST expires March 31, 2021.

Contract for residual waste transfer from transfer stations to the Region of Queens Solid Waste Management Facility, expires March 31, 2021.

Contract for the transfer of organic material from the Region of Queens Solid Waste Management Facility to composting facility, expires March 31, 2020.

Contract for fire answering service for the subsequent year of \$26,283 plus HST expires March 31, 2023.

Lease for library space for the subsequent year of \$51,680 plus HST, expires December 31, 2019.

13. CONTINGENCIES

Solid Waste Management Facilities Liabilities

The Municipality owns and operates a Solid Waste Management Facility. It has an obligation under Nova Scotia Department of Environment regulations for costs related to the closure and post closure care of the sites once capacity is reached. The following cost and capacity information is based upon ongoing evaluation and best estimates by management in consultation with internal and external technical consultants.

As at March 31, 2018, the remaining capacity of the 1st Generation C&D cell is approximated at 106,000 tonnes. Based on current usage this site may not reach full capacity for several decades. Estimated closure costs in current period dollars, total approximately \$1,300,000. The cost estimate is adjusted annually based on the rolling ten year average of Statistics Canada's consumer price index. Costs for post closure care and maintenance of this site are not expected to be significant and are included in the \$1,300,000.

As at March 31, 2018, based on current Municipal Solid Waste usage and compaction rates, the remaining capacity of the 2nd Generation solid waste cell is approximately 313,000 tonnes. Post closure care requirements are not expected to be significant and will be based upon a consultants' environmental evaluation of subsequent closure plans at the time of closure. Total closure and post-closure costs in current period dollars are estimated to be approximately \$4,400,000. The cost estimate is adjusted annually based on the rolling ten year average of Statistics Canada consumer price index.

13. CONTINGENCIES (CONTINUED)

The Municipality has internally restricted assets of \$4,047,014 (surplus of \$1,516,632 and liability of \$2,984,683) to fully fund these future costs which are included in cash and cash equivalents. The determination of required additions to the reserve is based on management's best available knowledge of the future expected costs to close the site, meet current and future environmental regulatory standards and attempt to ensure that, should the site be closed, no funds would need to be borrowed to complete the closure. Future events may result in significant changes to the estimated expenses, total capacity or the estimated liability, and would be recognized prospectively, as at change in estimate when applicable.

14. TAX SALE SURPLUS

Proceeds received from a tax sale of property in excess of the taxes and costs outstanding are held in trust for a period of 20 years. If the Supreme Court of Nova Scotia has not issued an order directing the payment of the trust to a person with an interest in the land sold for taxes during the 20 year period, the amount is to be transferred to the Capital Reserve Fund.

Proceeds from tax sales of properties were received in the following years:

1997	\$	25,502
1998		63,783
2000		8,812
2001		45,845
2002		7,155
2009		426
2010		10,040
2011		269
2013		62,686
2014		8,490
2015		14,531
2016		27,927
2017		105,217
2018		68,491
	\$	<u>449,176</u>

15. PENSION PLAN, POST-EMPLOYMENT AND RETIREMENT BENEFITS

It is the Municipality's policy to consistently follow Canadian generally accepted accounting principles and recommendations issued by the Public Sector Accounting Board of the Canadian Chartered Professional Accountants Association. As per the Public Sector Accounting Board handbook, section 3250-Retirement Benefits, the accounting valuation results for the Region of Queens Pension Plan (the "Plan") as at December 31, 2017 indicates a pension asset of \$253,842.

The Region of Queens Municipality and its employees contribute to the Plan for the employees. The Plan is a defined benefit plan which specifies the retirement benefit to be received by the employees based on length of service and rates of pay. Inflation protection is not provided. The pension committee, representing plan members and employer is responsible for overseeing the management of the pension plan.

(continued)

15. PENSION PLAN, POST-EMPLOYMENT AND RETIREMENT BENEFITS (CONTINUED)

Benefit payments totalled \$597,566 in calendar year 2017 and \$344,109 in 2016. Contributions from employees and employer are 8.8% and 9.8% of salary respectively. Total employer and employee contributions in calendar year 2017 and 2016 were \$613,041 and \$616,530 respectively; which includes a special payment of \$82,398 in 2017 and \$82,867 in 2016, applied toward the unfunded liability.

The last actuarial valuation filed with regulators was at December 31, 2016. The next actuarial valuation is scheduled for the period ended December 31, 2018 and will be completed in 2019. The interest rate used in the last filed valuation was the 5.75% per year benchmark. The following estimates as at December 31, 2017 are based on the actuarial valuation as at December 31, 2016.

	2018	2017
Actuarial value of plan assets	\$12,014,789	\$11,247,171
Accrued benefit obligation	<u>11,576,738</u>	<u>11,071,272</u>
Estimated funding surplus	<u>\$ 438,051</u>	<u>\$ 175,899</u>

The pension asset as at March 31, 2018 includes the following components:

Accrued benefit obligation	\$11,576,738	\$11,071,272
Pension fund assets	<u>12,014,789</u>	<u>11,247,171</u>
	(438,051)	(175,899)
Unamortized actuarial (gain) loss	<u>184,209</u>	<u>9,576</u>
Pension liability (asset)	<u>\$ (253,842)</u>	<u>\$ (185,471)</u>

For the fiscal year ended March 31, 2018, benefit costs of \$254,629 (2017 - \$264,107) were expensed and are included in salaries, wages and benefits as disclosed in Note 18. This amount included \$26,510 (2017 - \$28,177) of net actuarial losses.

16. SUBSEQUENT EVENT

On April 18, 2018, Nova Scotia Minister of Municipal Affairs (DMA) notified all municipalities throughout Nova Scotia that the Equalization Grant currently frozen at 2014-2015 allocations will be reviewed in 2018-2019 and DMA could phase-in the redeveloped program over a period of several years beginning as early as fiscal year 2019-2020. In 2017-2018, the Municipality received \$1,217,234. Should the program be redeveloped, the Municipality is at risk for significant reductions in equalization revenue as it is currently one of the major recipients.

16. REMUNERATION

Remuneration of Council and the Chief Administrative Officer were as follows:

	2017/18 Total Remuneration
Mayor David Dagley	\$ 37,610
Councillor District 1 - Kevin Muise	18,805
Councillor District 2 - Heather Kelly	18,805
Councillor District 3 - Brian Fralic	18,805
Councillor District 4 - Susan MacLeod (Deputy Mayor)	19,528
Councillor District 5 - Jack Fancy	18,805
Councillor District 6 - Raymond Fiske	18,805
Councillor District 7 - Gil Johnson	18,805
	<hr/> 169,968
Chief Administrative Officer	123,708
	<hr/> \$ 293,676

17. COMPARATIVE FIGURES

Certain accounts in the prior year financial statements have been reclassified for comparative purposes to conform to the presentation in the current year's financial statements.

18. SEGMENT DISCLOSURE

The Region of Queens Municipality is a diversified municipal government institution that provides a wide range of services to its citizens. Municipal services are provided by departments and their activities are reported in those segments. Expenses of the following departments have been separately disclosed in segmented information consistent with provincially legislated requirements as follows:

General Government Services

Activities that provide for the overall operation of the Municipality and that are common to, or affect all of, the services provided by the Municipality. This includes the activities of the Mayor and Council as well as the following administrative activities: human resources, legal services, facilities management, finance and administration, communications and technology, the office of the Chief Administrative Office.

Protective Services

Activities that provide for the public safety of the citizens of the Municipality. This includes police and fire protection and other protective services such as by-law enforcement and building and fire inspections.

Transportation Services

Activities performed by the Engineering and Works Department. This includes management, maintenance and development of a wide variety of municipal infrastructure. Primary activities are road maintenance, sidewalk repair and maintenance and snow removal and salting (within the

boundaries of Liverpool only). Activities also included are sewer operations, equipment maintenance, supervision of water utility, and supervision of solid waste facility.

Environment Health Services

Activities that provide environmentally regulated services. This includes the collection of solid waste materials, the maintenance and operation of a sanitary landfill site, solid waste landfill closure and post-closure costs allocated to the current year, and sanitary wastewater collection and treatment.

Public Health Services

Activities related to the operations of Hillview Acres nursing home and mandatory transfers to the Regional Housing Authority.

Environmental Development Services

Activities that support and manage the Municipality's physical and economic development. This includes activities related to land use planning, zoning and development, activities related to investment attraction, existing business retention and expansion, business support and promotion to enhance the economy of the Region.

Recreation and Cultural Services

Activities related to the Municipality's recreation facilities, including the operations and maintenance of two outdoor pools, parks, trails, beaches and various cultural facilities including a library. This also includes the expenditures for various recreational programming and special events as well as human, financial, and administrative support of volunteer organizations within the Municipality and surrounding area.

Water Treatment and Distribution

Activities related to the treatment and distribution of drinking water to its users through a comprehensive water treatment facility.

CONSOLIDATED EXPENSES BY OBJECT

	2018	2017
Salaries, wages and benefits	\$ 4,974,577	\$ 4,886,701
Interest on long term debt	120,756	137,557
External transfers and grants	3,030,835	2,760,502
Provisions for allowances	326,404	87,719
Amortization	1,962,388	2,000,471
Other	7,837,243	7,111,611
	\$ 18,252,203	\$ 16,984,561

REGION OF QUEENS MUNICIPALITY
Notes to Consolidated Financial Statements
Year Ended March 31, 2018

	General Government Services	Protective Services	Transportation Services	Environment Health Services	Public Health Services	Environmental Development Services	Recreation and Cultural Services	Water Treatment and Distribution	Total
Salaries, wages and benefits	\$ 896,820	\$ 146,563	\$ 978,038	\$ 715,111	\$ 1,003,225	\$ 438,573	\$602,984	193,263	\$4,974,577
Interest on long term debt	-	-	2,916	17,492	-	1,468	77,128	21,752	120,756
External transfers and grants	357,568	2,276,315	244,607	-	102,892	31,193	18,260	-	3,030,835
Provisions for allowances	326,404	-	-	-	-	-	-	-	326,404
Amortization	22,294	31,629	358,813	734,833	22,708	69,630	616,786	105,694	1,962,388
Materials, services and Other expenses	347,873	1,657,180	1,100,073	2,276,903	324,972	374,363	1,374,584	381,295	7,837,243
	\$ 1,950,959	\$ 4,111,687	\$ 2,684,447	\$ 3,744,339	\$ 1,453,797	\$ 915,227	\$2,689,742	\$702,004	\$18,252,203

REGION OF QUEENS MUNICIPALITY

Supplementary Financial Information

Non-Consolidated Financial Statements

Year Ended March 31, 2018

Section B

REGION OF QUEENS MUNICIPALITY

SECTION B

SUPPLEMENTARY FINANCIAL INFORMATION

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REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 General Section - Statement of Operations
 Year Ended March 31, 2018

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	Page	Budget	2018 Actual	2017 Actual
REVENUE				
Taxes	B-7	\$ 11,807,581	\$11,918,776	\$ 11,747,646
Grants in lieu of taxes	B-8	313,853	318,648	317,695
Services provided to other government	B-8	1,694,332	1,906,080	1,834,484
Sales of services	B-8	1,353,965	1,430,162	1,421,545
Other revenue from own sources	B-9	631,863	622,394	639,060
Unconditional transfers from Federal and Provincial governments and agencies	B-9	1,974,834	2,064,029	1,965,577
Conditional transfers from Federal and Provincial governments and agencies	B-9	128,700	84,726	54,283
Other transfers	B-9	80,000	397,652	221,661
		17,985,128	18,742,474	18,201,952
EXPENDITURES				
General government services	B-10	1,765,762	1,938,110	1,741,639
Protective services	B-11	3,369,393	3,690,406	3,256,577
Transportation services	B-12	2,343,359	2,312,385	2,283,242
Environmental health services	B-12	3,003,087	3,029,574	2,952,365
Public Health services	B-13	118,053	132,389	148,385
Environmental development services	B-13	903,512	846,098	764,936
Recreational and cultural services and education	B-13	2,109,550	2,076,434	2,023,233
Fiscal services	B-14	4,369,483	4,578,845	4,795,283
		17,982,199	18,604,241	17,965,660
EXCESS OF REVENUE OVER EXPENDITURES		2,929	138,233	236,292
Surplus – beginning of year			1,164,751	928,459
SURPLUS – END OF YEAR			\$ 1,302,984	\$ 1,164,751

REGION OF QUEENS MUNICIPALITY
Supplementary Financial Information
General Section – Operating Fund Balance Sheet
Year Ended March 31, 2018

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	2018	2017
ASSETS		
Cash	\$ 3,075,448	\$ 473,096
Receivables		
Taxes and accrued interest (less allowance for doubtful accounts 2018, \$450,246; 2017, \$175,809)	1,240,580	1,436,686
Trade receivables (less allowance for doubtful accounts 2018, \$21,555; 2017, \$21,555)	760,236	742,522
Due from federal government and its agencies	97,615	166,201
Due from provincial government and its agencies, conditional transfers	36,022	56,135
Due from other local governments	145,420	148,676
Due from General Capital Fund	64,986	12,424
Due from Water Operating	894,683	336,341
Pension Plan - accrued pension asset	253,842	185,471
	6,568,832	3,557,552
Prepaid expenses	148,126	180,176
	\$ 6,716,958	\$ 3,737,728
LIABILITIES		
Payables		
Trade balances	\$ 340,153	\$ 543,712
Prepayment of taxes	219,409	204,700
Due to federal Government and its agencies	675	49,970
Due to Provincial Government and its agencies	228,446	279,231
Due to other local governments	202,400	181,515
Due to Water Utility Capital Fund	8,232	6,998
Due to Trust Fund	12,411	2,988
Due to Equipment Reserve	604,147	460,702
Due to Special Reserve Fund - Operating	2,388,246	524,761
Due to Special Reserve Fund - Capital	1,163,817	43,824
	5,167,937	2,298,401
Deferred revenue	246,038	274,576
	5,413,974	2,572,977
EQUITY		
Surplus	1,302,984	1,164,751
	\$ 6,716,958	\$ 3,737,728

On behalf of the Region of Queens Municipality

_____ Mayor _____ CAO

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 General Section – Capital Fund Balance Sheet
 Year Ended March 31, 2018

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	2018	2017
ASSETS		
Cash	\$ -	\$ 170,595
Due from Federal Government	1,584,894	75,969
Due from Provincial Government	538,581	34,000
Due from Special Reserve Fund - Operating	-	53,975
Due from Special Reserve Fund - Equipment	321,140	-
	2,444,615	334,539
Property and equipment (page B-5)	53,289,465	53,701,851
	\$ 55,734,080	\$ 54,036,390
LIABILITIES		
Bank indebtedness	\$ 3,397	\$ -
Trade accounts payable	11,700	223,015
Due to Federal Government	-	585
Deferred revenue - Provincial	-	1,168
Due to Operating Fund	64,986	12,424
Due to Special Reserve Fund - Capital	1,100,000	400,000
Due to Special Reserve Fund - Operating	1,028,772	-
	2,208,855	637,192
Long term debt	3,261,975	3,531,346
	5,470,830	4,168,538
EQUITY		
Investment in capital assets (page B-4)	50,263,250	49,867,852
	\$ 55,734,080	\$ 54,036,390

On behalf of the Region of Queens Municipality

_____ Mayor _____ CAO

REGION OF QUEENS MUNICIPALITY**B-4**

Supplementary Financial Information

General Section – Statement of Investment in Capital Assets

Year Ended March 31, 2018

	2018	2017
BALANCE - BEGINNING OF YEAR	\$ 49,867,852	\$ 46,966,016
Capital assets contributed (disposed) from service	(197,556)	-
Grants for capital purposes	1,211,886	30,000
Term debt retired	269,370	317,422
Pending debenture	530,000	-
Transfer from Equipment Reserve Fund	321,140	122,537
Transfer from Special Capital Reserve Fund	-	413,071
Transfer from Special Operating Reserve Fund	117,252	3,914,457
Amortization Expense	(1,856,694)	(1,895,651)
	395,398	2,901,836
BALANCE - END OF YEAR	\$ 50,263,250	\$ 49,867,852

REGION OF QUEENS MUNICIPALITY
Supplementary Financial Information
General Section – Property and equipment summary
Year Ended March 31, 2018

B-5

	Cost	Accumulated Amortization	2018 Total	2017 Total
Land	\$ 6,408,652	\$ -	\$ 6,408,652	\$ 6,606,208
General government services	1,949,448	1,260,112	689,336	741,614
Environmental development services	3,237,893	1,417,497	1,820,396	1,882,297
Protective services				
Law enforcement	675,619	396,041	279,578	298,231
Protective services	555,617	407,994	147,673	156,023
Environmental health services				
Sewage collection and disposal	14,849,918	5,079,524	9,770,394	10,150,124
Landfill site	14,416,837	5,167,469	9,249,368	9,670,284
Materials recovery facility	800,349	314,168	486,181	503,334
Public health and welfare services	1,218,512	1,057,254	161,258	186,786
Maintenance department	5,552,748	3,255,033	2,297,715	2,200,741
Recreation, planning and tourism	21,500,960	3,678,152	17,822,808	18,300,194
Public works				
Sidewalks	606,940	399,974	206,966	223,321
Traffic lights	127,110	71,182	55,928	61,013
Permanent streets	6,326,647	2,447,871	3,878,776	2,705,933
Airport	153,597	139,164	14,433	15,745
	\$ 78,380,847	\$ 25,091,386	\$ 53,289,463	\$ 53,701,851

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 General Section – School Capital Fund Balance Sheet
 Year Ended March 31, 2018

B-6

	2018	2017
ASSETS		
Land and school buildings	\$ 536,914	\$ 536,914
	536,914	536,914
EQUITY		
Investment in capital assets	536,914	536,914
	\$ 536,914	\$ 536,914

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 General Section – School Capital Statement of Investment in Capital Assets
 Year Ended March 31, 2018

BALANCE - BEGINNING OF YEAR	\$ 536,914	\$ 536,914
Cost of land and buildings removed from service	-	-
BALANCE - END OF YEAR	\$ 536,914	\$ 536,914

REGION OF QUEENS MUNICIPALITY

B-7

Supplementary Financial Information

General Section – Schedules to Statement of Operations

Year Ended March 31, 2018

	2018	2017
1. TAXES		
Assessable property		
Residential	\$7,160,489	\$7,021,796
Commercial		
Commercial property	1,438,989	1,367,044
Seasonal property		
Forest property tax (50,000 acres or more)	502	502
	1,439,491	1,367,546
Resource		
Taxable assessments	777,821	773,607
Forest property tax (less than 50,000 acres)	30,610	32,085
	808,431	805,692
Other assessable property taxes		
Farm property acreage payment from Province of NS	10,642	10,727
Special tax agreements		
Bell Aliant - based on revenues	47,364	51,077
Other rates, charges and assessments		
Protective services	220,813	219,668
Transportation services	1,212,959	1,202,234
Recreational and cultural	6,951	6,912
Other	69,480	69,084
Environmental health services	536,804	535,572
Revenue collected for Other Government Agencies	38,431	38,159
Less: Transmission of revenue collected for Other Government Agencies	(38,431)	(38,159)
	2,105,013	2,095,275
Other		
Deed transfer tax	405,352	457,337
	\$ 11,918,776	\$ 11,747,646

REGION OF QUEENS MUNICIPALITY**B-8**

Supplementary Financial Information

General Section – Schedules to Statement of Operations

Year Ended March 31, 2018

	2018	2017
2. GRANTS IN LIEU OF TAXES		
Federal government and agencies		
Federal government	\$ 53,304	\$ 53,387
Canada post	5,436	5,499
	58,740	58,886
Provincial government and agencies		
Provincial property	88,333	87,839
Crown timberlands	142,102	141,106
	230,435	228,945
Fire protection	29,473	29,864
	\$ 318,648	\$ 317,696
3. SERVICES PROVIDED TO OTHER GOVERNMENTS		
Local governments		
Environment health services - landfill	\$ 1,906,080	\$ 1,834,484
4. SALES OF SERVICES		
Protective services	\$ 17,647	\$ 17,194
Environmental health services	731,306	788,532
Queens Place	673,679	608,034
Sundry	7,530	7,785
	\$ 1,430,162	\$ 1,421,545

REGION OF QUEENS MUNICIPALITY**B-9**

Supplementary Financial Information

General Section – Schedules to Statement of Operations

Year Ended March 31, 2018

	2018	2017
5. OTHER REVENUE FROM OWN SOURCES		
Licenses and permits	\$ 48,580	\$ 40,005
Fines	36,772	47,089
Rentals	150,931	151,660
Interest on investments	67,201	54,549
Interest on taxes	196,708	192,642
Miscellaneous including donations	122,199	153,114
	\$ 622,394	\$ 639,060
6. UNCONDITIONAL TRANSFERS FROM FEDERAL AND PROVINCIAL GOVERNMENTS AND AGENCIES		
HST Offset Grant	\$ 46,528	\$ 41,093
Equalization Grant	1,217,234	1,217,234
Nova Scotia Power Corporation	734,355	699,750
RRFB - Waste Separation Funding	11,149	7,500
Town Hall Roof	54,763	-
	\$ 2,064,029	\$ 1,965,577
7. CONDITIONAL TRANSFERS FROM FEDERAL AND PROVINCIAL GOVERNMENTS AND AGENCIES		
Provincial government		
Garbage and refuse collection and disposal	\$ 67,577	\$ 49,614
Transit Study	12,500	-
Civic number grant	4,669	4,669
	\$ 84,726	\$ 54,283
8. OTHER TRANSFERS		
Special Reserve Fund - Operating	\$ 397,652	\$ 210,409
Special Reserve Fund - Capital	-	11,252
	\$ 397,652	\$ 221,661

REGION OF QUEENS MUNICIPALITY

B-10

Supplementary Financial Information

General Section – Schedules to Statement of Operations

Year Ended March 31, 2018

	2018	2017
9. GENERAL GOVERNMENT SERVICES		
Legislative		
Mayor		
Remuneration	\$ 37,610	\$ 36,795
Councillors		
Remuneration	132,358	125,091
Travel	6,013	5,563
Other legislative services	24,462	24,680
	200,443	192,129
General administrative		
Administration	708,396	752,781
Financial management	22,230	17,250
Bank charges	17,312	12,513
	747,938	782,544
Taxation		
Tax rebates or cancellations (MGA)	65,381	64,238
Transfer for assessment services	311,068	311,130
Administration	51,395	41,853
Tax billings	17,143	13,101
Tax sale	2,309	14,138
	447,296	444,460
Valuation allowances	326,412	87,719
Other general government		
Common services	69,177	82,327
Conventions	20,181	41,352
Insurance	1,663	1,663
Grants to organizations including In-kind services	46,500	46,500
Other general services	78,500	62,855
	216,021	234,697
	\$ 1,938,110	\$ 1,741,639

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 General Section – Schedules to Statement of Operations
 Year Ended March 31, 2018

B-11

	2018	2017
10. PROTECTIVE SERVICES		
Police Protection		
Administration - prosecution fees/DNA testing	\$ 20,702	\$ 22,388
Crime investigation, prevention and protective services	2,022,688	1,948,336
	2,043,390	1,970,724
Correctional services	179,414	180,907
Fire Protection		
Water supply and hydrants	197,235	197,235
Fire fighting force	966,018	595,339
Fire alarm system	26,833	28,788
Fire stations and buildings	45,217	33,530
Special operating reserve - safety equipment	5,612	5,612
Other	5,895	6,300
	1,049,575	669,569
By-Law Enforcement		
Building/Fire Inspection	85,051	85,994
Bylaw	82,230	86,562
	167,281	172,556
Emergency Measures Organization	35,432	34,832
Other - Court House	18,079	30,754
	\$ 3,690,406	\$ 3,256,577
11. TRANSPORTATION SERVICES		
Common services		
Administrative	\$ 766,857	\$ 738,531
General equipment	399,774	399,235
Small tools and equipment	28,816	37,528
Workshop/Storage garages	60,587	57,858
Insurance	11,435	11,124
Staff training	6,182	7,072
	1,273,651	1,251,348
Roads and streets		
Roads and streets	706,519	699,674
Street lighting	321,258	318,515
	\$ 1,027,777	\$ 1,018,189

(continued)

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 General Section – Schedules to Statement of Operations
 Year Ended March 31, 2018

B-12

	2018	2017
11. TRANSPORTATION SERVICES (CONTINUED)		
Interest on debenture	\$ 2,352	\$ 5,096
Airport	8,605	8,609
	\$ 2,312,385	\$ 2,283,242
12. ENVIRONMENTAL HEALTH SERVICES		
Sewage collection and disposal		
Administration	\$ 19,123	\$ 23,807
Sewage collection systems	102,057	94,315
Sewage treatment and disposal	228,044	212,233
	349,453	330,355
Garbage and waste collection and disposal		
Administration	95,551	94,363
Garbage and waste collection	988,884	964,893
Recycling	593,635	586,315
	1,678,070	1,645,571
Municipal landfills		
Transfer to Special Capital Reserve - Closure costs	287,704	285,358
Landfill	696,855	671,312
	984,559	956,670
Debenture		
Interest - Sewage collection and disposal	-	532
Interest - Garbage and waste collection and disposal	17,492	19,237
	17,492	19,769
	\$ 3,029,574	\$ 2,952,365

REGION OF QUEENS MUNICIPALITY
Supplementary Financial Information
General Section – Schedules to Statement of Operations
Year Ended March 31, 2018

B-13

	2018	2017
13. PUBLIC HEALTH SERVICES		
Other Public Health		
Queens Resource Center	\$ 29,497	\$ 26,513
Deficit of Regional Housing Authority	102,892	121,872
	\$ 132,389	\$ 148,385
14. ENVIRONMENTAL DEVELOPMENT SERVICES		
Environmental planning and zoning		
Administration	\$ 223,675	\$ 221,845
Other	31,925	34,305
	255,600	256,150
Community development		
Tourism and economic development	557,837	475,611
Regional Development Authority	31,193	31,193
	589,030	506,804
Interest on debenture	1,468	1,982
	\$ 846,098	\$ 764,936
15. RECREATIONAL AND CULTURAL SERVICES AND EDUCATION		
Recreational facilities		
Swimming pools	\$ 65,416	\$ 72,579
Parks and playgrounds	209,347	217,071
Queens Place	1,237,205	1,177,284
Other recreational and cultural services	174,473	228,342
	1,686,441	1,695,276
Cultural buildings and facilities		
Historical sites	1,742	1,401
Museums	164,038	103,487
TH Raddall Library	67,783	63,815
	233,563	168,703
Transfers to regional library	79,302	78,596
Interest on debenture	77,128	80,658
	\$ 2,076,434	\$ 2,023,233

REGION OF QUEENS MUNICIPALITY**B-14**

Supplementary Financial Information

General Section – Schedules to Statement of Operations

Year Ended March 31, 2018

	2018	2017
16. FISCAL SERVICES		
Principal instalments		
Debenture principal - Transportation services	\$ 44,205	\$ 72,705
Debenture principal - Environmental Health Services	53,000	72,553
Debenture principal - Environmental Development Services	13,795	13,795
Debenture principal - Recreation and Cultural Services	158,369	158,369
	269,369	317,422
Transfer to own reserves, funds and agencies		
Special Operating Reserve	1,174,054	1,362,076
Equipment Reserve	355,283	355,283
General Capital Fund	12,308	-
	1,541,645	1,717,359
Conditional transfers to other government Agencies		
Appropriations to South Shore Regional School Board	2,767,831	2,760,502
	\$ 4,578,845	\$ 4,795,283

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 Hillsvie Acres – Statement of Operations
 Year Ended March 31, 2018

B-15

	2018		2017
	Budget	Actual	Actual
REVENUE			
Resident care	\$ 1,262,136	\$ 1,298,700	\$ 1,328,890
EXPENDITURE			
Salaries and benefits	1,043,315	1,003,225	996,621
Building	100,522	110,658	118,782
Supplies and equipment	22,100	27,478	28,912
Resident care	76,500	86,838	91,085
Other	19,700	25,773	36,975
	1,262,137	1,253,972	1,272,375
EXCESS OF REVENUE OVER EXPENDITURE	(1)	44,728	\$ 56,515
Amounts transferred to special operating reserve	-	44,728	56,515
ANNUAL SURPLUS	\$ (1)	\$ -	\$ -

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 Water Utility – Statement of Operations
 Year Ended March 31, 2018

B-16

	Budget	2018 Actual	2017 Actual
OPERATING REVENUE			
Metered sales	\$ 495,000	\$ 466,667	\$ 470,771
Public fire protection	197,235	197,235	197,235
Other	9,020	7,860	11,900
	701,255	671,762	679,906
OPERATING EXPENDITURE			
Water treatment	255,309	273,836	243,691
Transmission and distribution	145,038	142,723	144,488
Administration	142,110	158,517	128,801
Amortization	106,020	105,694	104,802
	648,477	680,770	621,782
NET OPERATING REVENUE	52,778	(9,008)	58,124
NON-OPERATING REVENUE			
Interest earned	6,500	15,669	10,484
Other	7,500	59,943	559
	14,000	75,612	11,043
NON-OPERATING EXPENDITURE			
Debt charges - Principal	40,934	40,934	40,934
Interest	23,244	23,244	24,356
	64,178	64,178	65,290
NET NON-OPERATING REVENUE (EXPENDITURE)	(50,178)	11,434	(54,247)
EXCESS OF REVENUE OVER EXPENDITURES	\$ 2,600	2,407	3,873
Surplus, beginning of year		593,105	589,232
SURPLUS, END OF YEAR		\$ 595,512	\$ 593,105

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 Water Utility – Operating Fund Balance Sheet
 Year Ended March 31, 2018

B-17

	2018	2017
ASSETS		
Cash	\$ 1,561,807	\$ 846,275
Receivables		
Consumer accounts	125,812	130,595
Other	9,533	6,563
Due from General Section Operating Fund	-	5,162
	701,376	597,209
Inventories of materials and supplies, at cost	100,496	122,653
Prepaid expenses	6,903	1,862
	\$ 1,804,551	\$ 1,113,110
LIABILITIES		
Payables		
Trade	\$ 202,258	\$ 170,738
Due to Water Utility Capital Fund	104,460	-
Due to General Section Operating Fund	894,683	341,503
Prepaid accounts	4,683	4,690
Customers' deposit	2,955	3,075
	1,209,039	520,006
EQUITY		
Surplus	595,512	593,104
	\$ 1,804,551	\$ 1,113,110

On behalf of the Region of Queens Municipality

_____ Mayor _____ CAO

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 Water Utility – Capital Fund Balance Sheet
 Year Ended March 31, 2018

B-18

	2018	2017
ASSETS		
Cash	\$ 875,456	\$ 875,456
Due from General Section Operating Fund	8,232	6,998
Due from Water Utility Operating Fund	104,460	-
	988,148	882,454
Waterworks plant in service (page B-19)	5,355,734	5,088,421
	\$6,343,882	\$5,970,875
LIABILITIES		
Term debt, Municipal Finance Corporation	\$ 409,340	\$ 450,274
EQUITY		
Investment in capital assets (page B-19)	5,934,542	5,520,601
	\$6,343,882	\$ 5,970,875

On behalf of the Region of Queens Municipality

_____ Mayor _____ CAO

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 Water Utility – Plant and equipment
 Year Ended March 31, 2018

B-19

	2018	2017
Land and land rights	\$ 853,674	\$ 853,674
Structures and improvements	512,545	512,545
Structures and improvements - brick/concrete	152,909	152,909
Structures and improvements - frame	116,415	116,415
Treatment plant	875,736	875,736
Distribution reservoir	364,939	364,939
Mains	3,355,567	2,982,558
Services	173,625	173,625
Meters	148,880	148,880
Hydrants	43,963	43,963
Trucks	69,291	69,291
Tools	84,581	84,581
Equipment	657,484	657,484
Excavator and loader	241,365	241,365
	7,650,974	7,277,965
Accumulated Amortization	(2,295,240)	(2,189,544)
	\$ 5,355,734	\$ 5,088,421

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information

Water Utility – Capital Fund Statement of Investment in Capital Assets
 Year Ended March 31, 2018

	2018	2017
BALANCE - BEGINNING OF YEAR	\$ 5,520,600	\$ 5,332,250
Term debt retired	40,934	40,934
Capital from operating funds	373,008	147,416
Fixed assets written off	-	-
	413,942	188,350
BALANCE - END OF YEAR	\$5,934,542	\$ 5,520,600

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 Special Reserve Funds Balance Sheet
 Year Ended March 31, 2018

B-20

	Capital	Equipment	Operating	2018 Total	2017 Total
ASSETS					
Bank (book balances)	\$ 2,215,640	\$ 1,139,178	\$ 3,501,704	\$ 6,856,522	\$9,226,188
Due from General Section					
Operating Fund	1,163,817	604,147	2,388,246	4,156,210	1,029,288
Due from Equipment Reserve	25,966	-	-	25,966	-
Due from Special Operating Reserve	-	-	118,956	118,956	-
Due from General Section Capital	1,100,000	-	1,028,772	2,128,772	400,000
Loans receivable	114,247	-	5,222	119,469	176,828
	\$4,619,670	\$ 1,743,325	\$ 7,042,900	\$13,405,895	\$10,832,304
LIABILITIES					
Due to General Section Capital	\$ -	\$ 321,140	\$ -	\$ 321,140	\$ 53,975
Due to Special Operating Reserve	118,956	-	-	118,956	-
Post-closure liability	2,984,683	-	-	2,984,683	2,696,979
	3,103,639	321,140	-	3,424,779	2,750,954
EQUITY					
General Section	1,516,031	1,369,255	7,042,900	9,928,186	8,028,842
Water Section	-	52,930	-	52,930	52,508
	\$ 4,619,670	\$ 1,743,325	\$ 7,042,900	\$13,405,895	\$10,832,304

On behalf of the Region of Queens Municipality

_____ Mayor _____ CAO

REGION OF QUEENS MUNICIPALITY
Supplementary Financial Information
Special Reserves Funds Statement of Reserves
Year Ended March 31, 2018

B-21

	Capital	Equipment	Operating	Total	Total
BALANCE - BEGINNING OF YEAR	\$ 1,361,632	\$ 1,587,151	\$ 5,132,567	\$ 8,081,350	\$ 10,340,333
Interest	31,288	14,320	47,961	93,569	81,573
Donations for recreation facility and skate park	-	-	7,500	7,500	40,800
Conditional transfer gas tax	-	-	681,424	681,424	683,184
Proceeds from disposal of capital assets	242,607	-	-	242,607	2,050
Expenditures for site closure	(287,704)	-	-	(287,704)	(285,354)
Transfer from operations	287,704	531,506	1,222,463	2,041,673	2,095,103
Transfer to Capital	(118,956)	(321,140)	(49,015)	(489,111)	(4,590,505)
Transfer to Fire Department Equipment	-	(389,652)	-	(389,652)	(109,757)
Transfer to General Section Operating Fund	-	-	-	-	(176,077)
	154,939	(164,966)	1,910,333	1,900,306	(2,258,983)
BALANCE- END OF YEAR	\$ 1,516,571	\$ 1,422,185	\$ 7,042,900	\$ 9,981,656	\$ 8,081,350

REGION OF QUEENS MUNICIPALITY
Supplementary Financial Information
Schedule of Debt Charges and Term Debt
Year Ended March 31, 2018

B-22

	Due	Opening Balance	Issued	Redeemed	Closing Balance	Interest	Interest Rate
General Capital							
Streets and paving							
Debtenture - Municipal Finance Corporation	2018	30,000	-	30,000	-	1,388	4.955% - 5.21%
Environmental health-landfill							
Debtenture - CMHC	2025	546,185	-	53,001	493,184	17,492	3.35%
Environmental health landfill							
Debtenture - Municipal Finance Corporation	2020	42,615	-	14,205	28,410	1,528	2.33% - 4.329%
Recreation and community services							
Debtenture - Municipal Finance Corporation	2027	1,416,408	-	67,448	1,348,960	49,383	1.636%-3.856%
Buildings and sidewalks							
Debtenture - Municipal Finance Corporation	2032	1,454,753	-	90,921	1,363,832	27,745	2.00%
Debtenture - Municipal Finance Corporation	2020	41,385	-	13,795	27,590	1,468	2.33% - 4.329%
		\$ 3,531,346	\$ -	\$ 269,370	\$ 3,261,976	\$ 99,004	
Water Capital							
Water utility							
Debtenture - Municipal Finance Corporation	2028	\$ 450,274	\$ -	\$ 40,934	\$ 409,340	\$ 21,752	4.955%-5.21%
		\$ 450,274	\$ -	\$ 40,934	\$ 409,340	\$ 21,752	
		\$ 3,981,620	\$ -	\$ 310,304	\$ 3,671,316	\$ 120,756	

REGION OF QUEENS MUNICIPALITY
 Supplementary Financial Information
 Schedule of Capital Project Funding
 Year Ended March 31, 2018

B-23

	Total Capital Cost	Federal & Provincial Grants	Borrowings	Transfer From Equipment Reserves	Transfer From Capital Reserve	Expenditure From Revenue
General Capital						
Main street - sewer/water/street upgrades	\$ 536,855	\$ 402,641	\$ 134,214	\$ -	\$ -	\$ -
School St. - sewer/water/street upgrades	1,042,131	781,598	260,533	-	-	-
Works 1/2 ton truck	39,441	-	-	39,441	-	-
Works 1/2 ton truck with plow	43,979	-	-	43,979	-	-
Loader	237,720	-	-	237,720	-	-
Queens Place - skate park	118,954	-	-	-	118,954	-
	\$ 2,019,080	\$ 1,184,240	\$ 394,747	\$ 321,140	\$ 118,954	\$ -

REGION OF QUEENS MUNICIPALITY
Supplementary Financial Information
Trust Funds
Year Ended March 31, 2018
Section C

AUDITOR'S COMMENTS ON SUPPLEMENTARY FINANCIAL INFORMATION

We have audited the consolidated financial statements of Region of Queens Municipality, which comprise the consolidated statement of financial position as at March 31, 2018, and the consolidated statements of financial activities, changes in financial position and changes in net financial assets for the year ended, and a summary of significant accounting policies and other explanatory information, and have issued our report thereon dated August 14, 2018 which contained an unmodified opinion on those consolidated financial statements. The audit was performed to form an opinion on the consolidated financial statements as a whole. The non-consolidated supplementary financial information in Section C is presented for the purposes of additional analysis and is not a required part of the consolidated financial statements. Such supplementary information is the responsibility of management and was derived from the underlying accounting and other records used to prepare the consolidated financial statements.

The supplementary information has been subjected only to the auditing procedures applied in the audit of the consolidated financial statements as a whole and certain additional procedures, including comparing and reconciling such supplementary information directly to the underlying accounting used to prepare the consolidated financial statements.

REGISTERED MUNICIPAL AUDITORS
CHARTERED PROFESSIONAL ACCOUNTANTS
August 14, 2018

REGION OF QUEENS MUNICIPALITY

Trust Funds

Trust Funds Balance Sheet and Statement of Operations - Bursaries

Year Ended March 31, 2018

C-2

	J. Roy Gordon Award	Gertrude Ford Newcombe Scholarship	V. Harlow Gordon Scholarship	E.H. Ted Harlow Award	Ted Harlow Award	2018 Total	2017 Total
ASSETS							
Bank (book balances)	\$ 22,316	\$ 9,097	\$ 7,994	\$ 6,234	\$ 10,935	\$ 56,576	\$ 49,444
Investments, at cost	15,446	2,588	10,247	10,978	14,930	54,189	54,189
	\$ 37,762	\$ 11,685	\$ 18,241	\$ 17,212	\$ 25,865	\$ 110,765	\$ 103,633
Balance - beginning of year	\$ 35,474	\$ 10,743	\$ 16,817	\$ 16,514	\$ 24,085	\$ 103,633	\$ 94,863
Dividends	2,790	1,444	1,424	1,200	1,780	8,638	11,282
	38,264	12,187	18,241	17,714	25,865	112,271	106,145
Disbursements							
Bank charges	2	2	-	2	-	6	12
Scholarships	500	500	-	500	-	1,500	2,500
BALANCE - END OF THE YEAR	\$ 37,762	\$ 11,685	\$ 18,241	\$ 17,212	\$ 25,865	\$ 110,765	\$ 103,633

On behalf of the Region of Queens Municipality

____ Mayor _____ CAO

REGION OF QUEENS MUNICIPALITY

Trust Funds

Trust Funds Balance Sheet and Statement of Operations

Year Ended March 31, 2018

C-3

	Former Employee Pension Trust	School Properties	Hillsview Acres	2018 Total	2017 Total
ASSETS					
Bank (book balances)	\$ 812	\$ -	\$ 44,487	\$ 45,299	\$ 41,235
Properties (book balances)	-	536,914	-	536,914	536,914
Due from General Section Operating Fund	54	-	-	54	54
	\$ 866	\$ 536,914	\$ 44,487	\$ 582,267	\$ 578,203
Balance - beginning of year	\$ 866	\$ 536,914	\$ 40,423	\$ 578,203	\$ 591,361
Interest earned	-	-	-	-	54
Increase in residents deposits	-	-	80,616	80,616	15,977
	-	536,914	121,039	658,819	607,392
Disbursements					
Pension paid	-	-	-	-	5,543
Decrease in residents' deposits	-	-	76,552	76,552	23,646
BALANCE - END OF THE YEAR	\$ 866	\$ 536,914	\$ 44,487	\$ 582,267	\$ 578,203

On behalf of the Region of Queens Municipality

____ Mayor _____ CAO

Trust Funds

Notes to financial statements

Year Ended March 31, 2018

1. PURPOSE OF TRUST

Trusts under administration by the Region of Queens Municipality.

2. SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

It is the Region's policy to consistently follow Canadian generally accepted accounting principles and recommendations issued by the Public Sector Accounting Board of the Canadian Chartered Professional Accountants Association.

Accounting estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the amounts recorded in the financial statements and notes to financial statements. These estimates are based on management's best knowledge of current events and actions that the Trust may undertake in the future. Actual results may differ from these estimates.

Revenue Recognition

Interest income are recorded on the transaction date and resulting revenues are recognized using the accrual method of accounting. Interest income is recognized on a time apportionment basis.

3. FORMER EMPLOYEE PENSION TRUST

A former employee was granted a supplementary retirement plan in addition to his/her regular pension plan. These funds, previously held in trust to be utilized to fulfill the obligation of the supplementary retirement plan, have been depleted.
