



Town of Amherst  
Audit Committee  
Agenda

Date: **Tuesday, November 8, 2022**  
Time: **4:00 pm**  
Location: **Council Chambers, Town Hall**

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	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
3. APPROVAL OF MINUTES	
3.1. September 27, 2022	2 - 3
4. PRESENTATION OF AUDITED FINANCIAL STATEMENTS	
4.1. Town of Amherst Consolidated	4 - 43
4.2. Audit Findings Letter	44 - 46
4.3. Representation Letter - Consolidated	47 - 49
5. ACCEPTANCE OF FINANCIAL STATEMENTS	
5.1. Recommendation to Accept Town Statements	
6. OTHER	
6.1. Second Quarter Financial Report	50 - 64
6.2. Capital Budget Actuals-to-Date	65 - 67
7. In Camera	
7.1. Approval of Minutes	
8. ADJOURN	

**Town of Amherst  
Audit Committee  
Minutes**

Date: September 27, 2022  
Time: 4:00 pm  
Location: Council Chambers, Town Hall

Members Present David Kogon, Council representative, Chair  
Sheila Christie, Council representative  
George Baker, Council representative  
Hal Davidson, Council Representative  
Lisa Emery, Council representative  
Dale Fawthrop, Council representative (via zoom)  
Leon Landry, Council representative  
Rob Small, Citizen representative  
Jeff Brennan, Citizen representative

Staff Present Jason MacDonald Chief Administrative Officer  
Sarah Wilson, Senior Accountant / Acting Treasurer  
Kim Jones, Municipal Clerk  
Natalie LeBlanc, Deputy Clerk

Others Present Mark Milner, Auditor, Jorgensen & Bickerton

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1. **CALL TO ORDER**  
Mayor Kogon called the meeting to order.

2. **APPROVAL OF AGENDA**  
**Moved By Councillor Emery**  
**Seconded By Deputy Mayor Christie**  
**To approve the agenda as circulated.**

**Motion Carried**

3. **APPROVAL OF MINUTES - July 21, 2022**  
**Moved By Councillor Baker**  
**Seconded By Councillor Landry**  
**To approve the minutes of the July 21, 2022 Audit Committee meeting as circulated.**

**Motion Carried**

4. **PRESENTATION OF AUDITED FINANCIAL STATEMENTS**  
The CAO advised the Committee that due to the sale of CJSMA assets, staff and our auditor are still waiting on information to complete the audited financial statements for the Town of Amherst. Our auditor has reached out to Greg Herrett, the CAO for the Municipality of the County of Cumberland who has been quarterbacking this, and received some of the information today with the expectation that the rest will be received in the next few days at which time another Audit Committee meeting will be schedule to approve them.

**4.1 Amherst Water Utility**

Sarah Wilson presented the Amherst Water Utility Audited Financial Statements for the year ending March 31, 2022, included in the agenda package.

**4.2 Representation Letter - Amherst Water Utility**

Mark Milner presented the Amherst Water Utility Representation Letter, included in the agenda package.

**5. ACCEPTANCE OF FINANCIAL STATEMENTS**

**5.1 Recommendation to Accept Water Utility Statements**

**Moved By Rob Small**

**Seconded By Jeff Brennan**

**That the Audit Committee recommend Council accept the Amherst Water Utility Statements for the year ending March 31, 2022 as presented.**

**Motion Carried**

**6. OTHER**

**6.1 First Quarter Financial Report**

Sarah Wilson presented the First Quarter Financial Report, included in the agenda package.

**Moved By Councillor Davidson**

**Seconded By Councillor Emery**

**That the CAO be directed to write a letter of concern to the CAO of the Municipality of Cumberland to the effect that the information required needs to be expedited and to put as the highest priority possible so we can complete our financial obligations not only to the Province but to the residents of Amherst.**

**Motion Carried**

**6.2 Capital Budget Actuals-to-Date**

Sarah Wilson presented the Capital Budget Actuals-to-Date, included in the agenda package. The CAO was asked to provide a future update on the wellfield generators.

**7. ADJOURN**

**Moved By Councillor Landry**

**Seconded By Councillor Davidson**

**To adjourn the meeting.**

**Motion Carried**

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Kimberlee Jones  
Municipal Clerk

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David Kogon, MD  
Mayor

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**TOWN OF AMHERST**  
**CONSOLIDATED FINANCIAL STATEMENTS**  
**YEAR ENDED MARCH 31, 2022**

DRAFT



**Town of Amherst  
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March 31, 2022**

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**Town of Amherst**  
**Consolidated Statement of Financial Position**  
As at March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Financial assets</b>		
Cash and cash equivalents (Note 7)	\$ 12,612,173	\$ 9,822,787
Receivables (Note 8)	<u>3,089,441</u>	<u>1,175,063</u>
	<u>15,701,614</u>	<u>10,997,850</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 14)	2,647,101	2,268,341
Deferred revenue (Note 15)	492,254	451,630
Long term debt (Note 17)	7,817,929	7,324,518
Pension liability (Note 21)	724,400	794,300
Provision for landfill closure & post closure costs (Note 18)	<u>422,183</u>	<u>1,454,100</u>
	<u>12,103,867</u>	<u>12,292,889</u>
<b>Net financial assets (debt)</b>	<u>3,597,747</u>	<u>(1,295,039)</u>
<b>Non-financial assets</b>		
Prepaid expenses	67,705	110,617
Inventories of supplies	97,809	91,959
Deferred grant - solar garden (Note 20)	238,462	244,587
Tangible capital assets, net of accumulated amortization (Note 9)	<u>64,668,150</u>	<u>66,614,726</u>
	<u>65,072,126</u>	<u>67,061,889</u>
<b>Accumulated surplus</b>	<u>\$ 68,669,873</u>	<u>\$ 65,766,850</u>
<b>Accumulated surplus is comprised of:</b>		
Accumulated operating surplus	\$ 68,671,375	\$ 65,765,825
Accumulated remeasurement gains (losses)	<u>(1,502)</u>	<u>1,025</u>
	<u>\$ 68,669,873</u>	<u>\$ 65,766,850</u>

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**Town of Amherst**  
**Consolidated Statement of Operations and Accumulated Surplus**  
For the year ended March 31, 2022

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	<u>Actual 2022</u>	<u>Actual 2021</u>
<b>Revenues</b>		
Taxes	\$ 14,213,487	\$ 13,674,157
Grants in lieu of taxes	290,070	298,776
Service to other governments	198,565	198,300
Sale of services	4,211,834	3,805,904
Other revenue from own sources	519,068	487,122
Unconditional transfers from government	2,520,764	1,260,382
Conditional transfers from government	2,115,511	1,293,111
Other (Note 19)	76,945	-
Total revenues	<u>24,146,244</u>	<u>21,017,752</u>
<b>Expenditures</b>		
General government services	2,443,655	2,798,255
Protective services - Police	4,639,071	4,307,249
Protective services - Fire & Inspection	1,355,261	1,200,586
Transportation services	3,047,582	2,855,291
Environmental health services	3,712,950	2,920,547
Public health services	246,897	195,599
Environmental development services	325,281	356,512
Recreation and cultural services	2,109,817	1,789,406
Education	1,629,828	1,596,852
Water utility	1,730,352	1,725,125
Total expenditures	<u>21,240,694</u>	<u>19,745,422</u>
<b>Annual surplus</b>	<b>2,905,550</b>	1,272,330
<b>Accumulated surplus at beginning of year</b>	<u>65,765,825</u>	<u>64,493,495</u>
<b>Accumulated surplus at end of year</b>	<u><u>\$ 68,671,375</u></u>	<u><u>\$ 65,765,825</u></u>

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**Town of Amherst**  
**Consolidated Statement of Remeasurement Gains and Losses**  
For the year ended March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Accumulated remeasurement gains and (losses) at beginning of year</b>	<b>\$ 1,025</b>	<b>\$ 6,799</b>
Unrealized gains (losses) attributable to:		
Portfolio investments	(2,557)	(6,008)
Amounts reclassified to the statement of operations:		
Portfolio investments	<u>30</u>	<u>234</u>
Net remeasurement gains (losses) for the year	<u>(2,527)</u>	<u>(5,774)</u>
<b>Accumulated remeasurement gains and (losses) at end of year</b>	<b><u>\$ (1,502)</u></b>	<b><u>\$ 1,025</u></b>

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**Town of Amherst**  
**Consolidated Statement of Change in Net Assets / (Debt)**  
For the year ended March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Annual surplus</b>	<b>\$ 2,905,550</b>	<b>\$ 1,272,330</b>
Acquisition of tangible capital assets (Note 10)	(2,616,075)	(2,874,308)
Amortization of tangible capital assets (Note 11)	2,733,427	2,791,832
(Gain) / loss on sale of tangible capital assets (Note 12)	1,041,623	2,555
Proceeds on sale of tangible capital assets (Note 13)	787,601	-
	<u>1,946,576</u>	<u>(79,921)</u>
Consumption (acquisition) of supply inventory	(5,850)	9,083
Consumption (acquisition) of prepaid expenses	42,912	(21,083)
Decrease (increase) of deferred grant solar garden	6,125	(244,587)
	<u>43,187</u>	<u>(256,587)</u>
Net remeasurement gains (losses)	<u>(2,527)</u>	<u>(5,774)</u>
<b>Change in net financial assets</b>	<b>4,892,786</b>	<b>930,048</b>
<b>Net debt at beginning of year</b>	<b><u>(1,295,039)</u></b>	<b><u>(2,225,087)</u></b>
<b>Net financial assets (debt) at end of year</b>	<b><u>\$ 3,597,747</u></b>	<b><u>\$ (1,295,039)</u></b>

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**Town of Amherst**  
**Consolidated Statement of Cash Flow**  
For the year ended March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Operating transactions</b>		
Annual surplus	\$ 2,905,550	\$ 1,272,330
Change in non-cash items:		
Amortization / depreciation (Note 11)	2,733,427	2,791,832
Decrease (increase) in receivables	(1,914,378)	678,207
Increase (decrease) in payables and accrued liabilities	378,760	289,544
Increase (decrease) in deferred revenue	40,624	93,561
Increase (decrease) in pension liability	(69,900)	243,900
Increase (decrease) in closure/post closure liability	(1,031,917)	59,721
Decrease (increase) in prepaid expenses	42,912	(21,082)
Decrease (increase) in inventory of supplies	(5,850)	9,083
Decrease (increase) in deferred grant solar garden	6,125	(244,587)
	<u>3,085,353</u>	<u>5,172,509</u>
<b>Capital transactions</b>		
Acquisition of tangible capital assets (Note 10)	(2,616,075)	(2,874,308)
Proceeds from sale of tangible capital assets (Note 13)	787,601	-
(Gain) / loss on sale of tangible capital assets (Note 12)	1,041,623	2,555
	<u>(786,851)</u>	<u>(2,871,753)</u>
<b>Investing transactions</b>		
Net remeasurement gains (losses)	<u>(2,527)</u>	<u>(5,774)</u>
<b>Financing transactions</b>		
Proceeds from long term debt issued	1,434,090	-
Long term debt repayment	(940,679)	(818,477)
	<u>493,411</u>	<u>(818,477)</u>
<b>Increase in cash and cash equivalents</b>	<b>2,789,386</b>	<b>1,476,505</b>
<b>Cash and cash equivalents beginning of year</b>	<u><b>9,822,787</b></u>	<u><b>8,346,282</b></u>
<b>Cash and cash equivalents end of year</b>	<u><u><b>\$ 12,612,173</b></u></u>	<u><u><b>\$ 9,822,787</b></u></u>

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**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES**

The consolidated financial statements of the Town of Amherst are the representations of management prepared in accordance with Generally Accepted Accounting Principles for local governments as established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada (CPA Canada).

The focus of PSAB financial statements is on the financial position of the Town of Amherst and the changes thereto. The Consolidated Statement of Financial Position includes all of the assets and liabilities of the Town of Amherst.

Significant aspects of the accounting policies adopted by the Town are as follows:

**a) Reporting Entity**

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net debt and in financial position of the reporting entity. The reporting entity is comprised of all organizations and enterprises accountable to the Town of Amherst for the administration of their financial affairs and resources and which are owned or controlled by the Town of Amherst, namely:

- General Operating and Capital Funds
- Water Operating and Capital Funds
- Operating and Capital Reserve Funds
- 38.28% of Cumberland Joint Services Management Authority

For consolidation purposes, inter-departmental and inter-organizational transactions have been eliminated.

**b) Revenue and Expenditure Recognition**

Revenues are recorded using the accrual basis of accounting as they are earned and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation. Principal payments relating to long term debt are recognized as an expense when paid.

Property tax revenue is based on assessment as determined by Property Valuation Services Corporation. Tax rates are set annually. Taxation revenues are recorded at the time tax billings are issued (twice annually). Assessments are subject to appeal. Penalties on overdue taxes are recorded in the period levied.

**c) Financial Instruments**

The consolidated financial statements consist of cash, accounts receivable, accounts payable, accruals and long term debt. It is the opinion of management that the Town is not exposed to significant interest or currency risk arising from these financial instruments.

The Town is subject to credit risk with respect to taxes receivable to which the Town provides services. An individual may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk as does the Town's collection policy.

The carrying value of the financial instruments approximates fair value.

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (cont'd)**

**d) Cash and Cash Equivalents**

Cash and cash equivalents consist of cash on hand and balances with banks, net of bank indebtedness.

**e) Inventory**

Inventory is valued at the lower of cost and net realizable value. Cost being determined on a FIFO basis.

**f) Tangible Capital Assets**

Effective April 1, 2009, the Town adopted Section 3150 – Tangible Capital Assets of the Public Sector Accounting Handbook. Tangible capital assets are recorded at cost. Amortization and depreciation have been recorded as an expense and are calculated on a straight-line basis over an asset's estimated useful life. Assets under construction are not amortized until the asset is put into use. Amortization and depreciation are recorded as an expense commencing in the year following acquisition.

The Town records depreciation in the Water Utility Operating Fund which is calculated based on rates prescribed by the Nova Scotia Utility and Review Board. The annual depreciation amount is transferred to the Water Utility Capital Fund and is used to help fund tangible capital asset additions.

**g) Government Transfers**

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

**h) Investment Income**

Investment income earned on operating funds, capital funds and reserve funds are reported as revenue in the period earned.

**i) Use of Estimates**

In preparing the Town's financial statements management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

**j) Budget**

The budget figures contained in the schedules to the Financial Statements were approved by Council on February 22 and June 7, 2021.

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (cont'd)**

**k) Segmented Information**

The Town of Amherst is a diversified municipal unit that provides a wide range of services to its residents. For management reporting purposes, the Town's operations and activities are organized and reported by fund. This presentation is in accordance with the Provincial Financial Reporting and Accounting Manual, and was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Municipal services are provided by departments and their activity is reported in these funds. The services provided by these departments are as follows:

General government services

This department is responsible for the overall financial and local government administration. Its tasks include tax administration, trade payables and receivables, budgets, financial statements and adherence to the *Municipal Government Act*.

Protective services

The Town is primarily responsible for fire protection and public safety to its residents. The Town pays the operating and capital expenditures for the police and fire departments. Other protective services include building inspection, emergency measures, bylaw enforcement and fees paid to the province for correctional services.

Transportation services

The Town is responsible for the maintenance and construction of local roads and sidewalks including snow removal, as well as, street lighting within the Town.

Environmental health services

This department is responsible for the maintenance and operations of waste and sewer services provided to the residents and other customers.

Public health services

This department provides financial assistance to Housing Nova Scotia to cover the deficits of the public housing authorities in the region.

Environmental development services

This department is responsible for the activities that support and control the Town's economic development including environmental planning and zoning, industrial park development, tourism and community development. The Town is a partner in the Cumberland Business Connector which does economic development for Cumberland County.

Recreation and cultural services

This department is responsible for promoting and offering recreation services to the Town's residents, specializing in maintaining and assisting recreational facilities within the Town such as the stadium, parks, trails as well as the library.

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (cont'd)**

**l) Landfill Closure & Post Closure Liability**

The Town accrues landfill closure and post closure requirements that include final covering and landscaping of the landfill, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspection and maintenance. The reported liability is based on estimates and assumptions using the best information available to management.

**m) Liability for Contaminated Sites**

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability would be recorded net of any expected recoveries. A liability for remediation of contaminated sites would be recognized if all the following criteria are met:

- i. an environmental standard exists;
- ii. contamination exceeds the environmental standard;
- iii. the Town:
  - a. is directly responsible; or
  - b. accepts responsibility; and
- iv. a reasonable estimate of the amount can be made.

On April 1, 2014, the Town adopted PS 3260 Liability for Contaminated Sites. The standard was applied on a retroactive basis to March 31, 2013 and did not result in any adjustments to financial liabilities, tangible capital assets or accumulated surplus of the Town.

**2. CONTRIBUTION TO BOARDS AND COMMISSIONS**

The Town of Amherst is required to finance the operations of various boards and commissions, along with other Municipal Units in Cumberland County to the extent of its participation based on assessment or population formula.

**Cumberland Business Connector**

The Town of Amherst along with other municipal units funds a portion of the Cumberland Business Connector. For 2022 the Town's cash contribution was \$67,536 (2021 - \$67,536). Additionally, an in-kind contribution of \$20,000 for rent and bookkeeping services was provided. The Cumberland Business Connector is a business led, not for profit organization. The focus of the Cumberland Business Connector is to foster a strong business environment in order to strengthen Cumberland County by removing barriers to business and connecting businesses with the resources they need to be successful.

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

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**3. CONTRIBUTION TO PROVINCIAL GOVERNMENT DEPARTMENTS & AGENCIES**

The Town of Amherst is required to finance the operations of various provincial government departments and boards, along with other municipal units in the province, based upon formulas defined in legislation.

**Education Contribution**

The Town of Amherst is required to contribute to the Chignecto Central Regional Centre for Education based on a formula calculation. For 2022 the education contribution was \$1,629,828 (2021 - \$1,596,852).

**Corrections Contribution**

Municipalities in Nova Scotia are required to make a mandatory contribution to fund the cost of correctional services. The contribution is set by Provincial formula. During 2022 the Town of Amherst paid \$109,655 (2021 - \$110,229) to the Province for corrections services.

**Assessment Services Contribution**

The Town of Amherst is required to contribute to Property Valuation Services Corporation based on a formula calculation. For 2022 the assessment services contribution was \$114,554 (2021 - \$116,333).

**Cobequid Regional Housing Authority**

The Town of Amherst along with other municipal units is required to finance its share of the operating deficit in the Cobequid Regional Housing Authority out of current year's operations. The deficit financed for 2022 was \$246,897 (2021 - \$195,599).

**Cumberland Public Libraries**

During the year, the Town of Amherst paid \$87,299 (2021 - \$61,820) to the Cumberland Public Libraries. The Town of Amherst does not share in any surplus or deficits.

**4. TRUST FUNDS**

The Trust Fund being administered by the Town of Amherst is not consolidated with the accounts of the Town. At March 31, 2022, the equity in the Trust Fund under its trusteeship amounted to \$5,152 (2021 - \$5,149).

	<u>R. H. Smith</u>
Beginning balance April 1, 2021	\$ 5,149
Investment Income	<u>3</u>
Ending balance March 31, 2022	<u>\$ 5,152</u>

**5. CREDIT FACILITY**

The Town of Amherst has an operating line of credit with the Royal Bank of Canada for a maximum amount of \$7,700,000 at the bank's prime rate minus 0.25%. The relevant prime rate was 2.70% at March 31, 2022. No amounts were drawn as at March 31, 2022.

**Town of Amherst**  
**Notes to the Consolidated Financial Statements**  
**For the Year Ended March 31, 2022**

**6. TAX SALE SURPLUS**

The Municipal Government Act requires a twenty year holding period for maintaining these funds in trust. For 2022 the balance of the tax sale surplus is \$144,641 (2021 - \$38,622).

The earliest any of these would be brought into revenue is anticipated to be 2028.

**7. CASH AND CASH EQUIVALENTS**

	<u>2022</u>	<u>2021</u>
General Operating	\$ 905,460	\$ 1,371,578
General Capital	107,354	(553,569)
Water Operating	255,604	23,969
Water Capital - Depreciation	1,520,709	610,735
Cumberland Joint Services Mgmt Authority	2,002,741	2,682,075
Reserve Banks		
General Operating	5,661,804	3,869,630
General Capital	<u>2,158,501</u>	<u>1,818,369</u>
	<u>\$ 12,612,173</u>	<u>\$ 9,822,787</u>

**8. RECEIVABLES**

	<u>2022</u>	<u>2021</u>
Federal	\$ 172,978	\$ 112,979
Provincial	562,726	200,246
Other local government	4,050	5,138
Other:		
Taxes & rates - General Operating	647,448	531,378
Taxes & rates - Water Operating	340,824	310,320
Miscellaneous	302,617	192,126
Cumberland Joint Services Mgmt Authority	1,360,746	111,875
Valuation allowance	<u>(301,948)</u>	<u>(288,999)</u>
Total	<u>\$ 3,089,441</u>	<u>\$ 1,175,063</u>

**Town of Amherst**  
**Notes to the Consolidated Financial Statements**  
**For the Year Ended March 31, 2022**

**9. TANGIBLE CAPITAL ASSETS**

Category	Useful Life in Years	Tangible Capital Asset Cost March 31, 2021	Additions	Transfers	Disposals	Tangible Capital Asset Cost March 31, 2022	Accumulated Amortization March 31, 2021	Amortization Reduction from Disposal of Asset	Annual Amortization	Accumulated Amortization March 31, 2022	Net Book Value March 31, 2022
<b>General Capital</b>											
Land	-	\$ 1,189,687	\$ 35,716	\$ -	\$ 6,755	\$ 1,218,648	\$ -	\$ -	\$ -	\$ -	\$ 1,218,648
Land Improvements	20-25	3,185,730	106,510	-	-	3,292,240	1,655,588	-	93,325	1,748,913	1,543,327
Municipal Buildings	40	13,730,494	13,564	-	-	13,744,058	4,704,396	-	313,998	5,018,394	8,725,664
Other Buildings	20-40	829,124	-	-	-	829,124	219,197	-	26,575	245,772	583,352
Wastewater Treatment Facility	50	13,992,599	-	-	-	13,992,599	2,338,274	-	298,374	2,636,648	11,355,951
Electronic Data Equipment	3-5	969,992	102,545	-	-	1,072,537	657,530	-	78,911	736,441	336,096
Machinery & Equipment	10-15	3,798,514	447,860	-	-	4,246,374	2,408,676	-	212,080	2,620,756	1,625,618
Vehicles	5-20	3,792,474	125,108	5,945	-	3,923,527	2,318,284	-	175,947	2,494,231	1,429,296
Streets	15-25	12,212,977	744,200	-	14,714	12,942,463	5,750,854	12,311	486,811	6,225,354	6,717,109
Sidewalks	25	4,545,043	70,809	-	35,912	4,579,940	2,218,728	33,484	150,636	2,335,880	2,244,060
Curbs	25	4,067,059	106,072	-	12,361	4,160,770	2,593,197	12,361	117,807	2,698,643	1,462,127
Traffic & Street Lights	30	2,052,992	-	-	-	2,052,992	976,512	-	64,071	1,040,583	1,012,409
Sanitary Sewer Mains	50	6,326,322	45,246	-	2,246	6,369,322	3,467,545	2,246	99,167	3,564,466	2,804,856
Sanitary Forcemains	50	1,232,434	-	-	-	1,232,434	523,372	-	24,649	548,021	684,413
Sanitary Lift Stations	25	3,241,154	-	-	-	3,241,154	2,519,454	-	102,248	2,621,702	619,452
Storm Sewers	50	6,945,436	137,151	-	14,797	7,067,790	3,158,035	14,798	116,020	3,259,257	3,808,533
Assets Under Construction	-	9,853	78,112	(5,945)	-	82,020	-	-	-	-	82,020
<b>Total</b>		<b>\$82,121,884</b>	<b>\$2,012,893</b>	<b>\$ -</b>	<b>\$ 86,785</b>	<b>\$ 84,047,992</b>	<b>\$35,509,642</b>	<b>\$ 75,200</b>	<b>\$ 2,360,619</b>	<b>\$ 37,795,061</b>	<b>\$ 46,252,931</b>

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

**9. TANGIBLE CAPITAL ASSETS (cont'd)**

Category	Useful Life in Years	Tangible Capital Asset Cost March 31, 2021	Additions	Transfers	Disposals	Tangible Capital Asset Cost March 31, 2022	Accumulated Depreciation March 31, 2021	Depreciation Reduction from Disposal of Asset	Annual Depreciation	Accumulated Depreciation March 31, 2022	Net Book Value March 31, 2022
<u>Water Capital</u>											
Land	-	\$ 609,525	\$ 350,619	\$ 2,086	\$ -	\$ 962,230	\$ -	\$ -	\$ -	\$ -	\$ 962,230
Land Improvements	-	-	-	-	-	-	-	-	-	-	-
Bldgs, Reservoirs, Wells	40-75	8,141,946	27,842	1,439	-	8,171,227	1,469,798	-	125,778	1,595,576	6,575,651
Electronic Data Equip	5	271,294	-	-	-	271,294	269,574	-	1,720	271,294	-
Machinery & Equip	20	693,641	38,748	-	-	732,389	342,016	-	39,103	381,119	351,270
Vehicles	5	422,205	-	-	-	422,205	345,104	-	17,400	362,504	59,701
Water Mains -Town	75	7,281,229	168,785	21,517	660	7,470,871	1,372,428	659	96,049	1,467,818	6,003,053
Water Mains -County	75	5,319,279	-	-	-	5,319,279	1,429,687	-	8,284	1,437,971	3,881,308
Meters	20-25	442,827	-	-	5,123	437,704	353,912	5,080	7,574	356,406	81,298
Hydrants	75	572,161	-	-	-	572,161	238,056	-	70,206	308,262	263,899
Services	50	784,085	-	-	-	784,085	550,385	-	6,694	557,079	227,006
Assets Under Construction	-	25,042	9,803	(25,042)	-	9,803	-	-	-	-	9,803
<b>Total</b>		<b>\$24,563,234</b>	<b>\$ 595,797</b>	<b>\$ -</b>	<b>\$ 5,783</b>	<b>\$25,153,248</b>	<b>\$ 6,370,960</b>	<b>\$ 5,739</b>	<b>\$ 372,808</b>	<b>\$ 6,738,029</b>	<b>\$18,415,219</b>

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

**9. TANGIBLE CAPITAL ASSETS (cont'd)**

Category	Useful Life in Years	Tangible Capital Asset Cost March 31, 2021	Additions	Disposals	Tangible Capital Asset Cost March 31, 2022	Accumulated Amortization March 31, 2021	Amortization Reduction from Disposal of Asset	Annual Amortization	Accumulated Amortization March 31, 2022	Net Book Value March 31, 2022
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Cumberland Joint Services Management Authority

	% of									
Landfill Cell	usage	\$ 1,233,255	\$ 6,347	\$1,239,602	\$ -	\$ 111,065	\$ 111,065	\$ -	\$ -	\$ -
Buildings	40	1,080,091	-	1,080,091	-	470,705	470,705	-	-	-
Equipment	5-15	88,282	-	88,282	-	74,203	74,203	-	-	-
Vehicles	5-15	441,430	1,038	442,468	-	376,874	376,874	-	-	-
<b>Total</b>		<b>\$ 2,843,058</b>	<b>\$ 7,385</b>	<b>\$2,850,443</b>	<b>\$ -</b>	<b>\$ 1,032,847</b>	<b>\$ 1,032,847</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Summary

General Capital	\$ 82,121,884	\$ 2,012,893	\$ 86,785	\$ 84,047,992	\$35,509,642	\$ 75,200	\$ 2,360,619	\$37,795,061	\$ 46,252,931
Water Capital	24,563,234	595,797	5,783	25,153,248	6,370,960	5,739	372,808	6,738,029	18,415,219
CJSMA	2,843,058	7,385	2,850,443	-	1,032,847	1,032,847	-	-	-
<b>Total</b>	<b>\$109,528,176</b>	<b>\$ 2,616,075</b>	<b>\$2,943,011</b>	<b>\$109,201,240</b>	<b>\$42,913,449</b>	<b>\$ 1,113,786</b>	<b>\$ 2,733,427</b>	<b>\$44,533,090</b>	<b>\$ 64,668,150</b>

**Town of Amherst**  
**Notes to the Consolidated Financial Statements**  
**For the Year Ended March 31, 2022**

**10. CAPITAL PROJECT ACQUISITIONS & FUNDING**

Category	2022 Capital Acquisitions	Sources of Financing						2021 Capital Acquisitions
		General Operating (Capital from Revenue)	Reserves	Reserves - Capital Carryovers	Canada Community Building Fund Grant	Bridge Financing	Long Term Debt	
<u>General Capital</u>								
Land	\$ 35,716	\$ 1,272	\$ 34,444	\$ -	\$ -	\$ -	\$ -	\$ 62,484
Land Improvements	106,510	76,614	-	-	29,896	-	-	45,606
Municipal Buildings	13,564	13,564	-	-	-	-	-	15,720
Other Buildings	-	-	-	-	-	-	-	271,372
Wastewater Treatment Facility	-	-	-	-	-	-	-	-
Electronic Data Equipment	102,545	41,165	-	61,380	-	-	-	44,492
Machinery & Equipment	447,860	133,586	167,867	146,407	-	-	-	278,768
Vehicles	125,108	65,140	-	59,968	-	-	-	681,807
Streets	744,200	-	-	-	744,200	-	-	707,037
Sidewalks	70,809	-	-	-	70,809	-	-	129,743
Curbs	106,072	-	-	-	106,072	-	-	87,449
Traffic & Street Lights	-	-	-	-	-	-	-	-
Sanitary Sewer Mains	45,246	15,000	-	-	30,246	-	-	-
Sanitary Force Mains	-	-	-	-	-	-	-	-
Sanitary Lift Stations	-	-	-	-	-	-	-	-
Storm Sewers	137,151	-	-	-	137,151	-	-	27,233
Assets Under Construction	78,112	-	-	-	-	78,112	-	8,954
Capital Project Carry Over to 2021/22	-	162,000	-	(162,000)	-	-	-	-
<b>Total</b>	<b>\$ 2,012,893</b>	<b>\$ 508,341</b>	<b>\$ 202,311</b>	<b>\$ 105,755</b>	<b>\$ 1,118,374</b>	<b>\$ 78,112</b>	<b>\$ -</b>	<b>\$ 2,360,665</b>

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

**10. CAPITAL PROJECT ACQUISITIONS & FUNDING (cont'd)**

Category	2022 Capital Acquisitions	Sources of Financing						2021 Capital Acquisitions
		Grants - Federal	Grants - Provincial	Bridge Financing	Long Term Debt	Water Capital (Depreciation)	Water Operating	
<u>Water Capital</u>								
Land	\$ 350,619	\$ -	\$ 350,619	\$ -	\$ -	\$ -	\$ -	\$ -
Bldgs, Reservoirs & Wells	27,842	-	-	-	-	-	27,842	-
Electronic Data Equipment	-	-	-	-	-	-	-	-
Machinery & Equipment	38,748	-	-	-	-	-	38,748	33,054
Vehicles	-	-	-	-	-	-	-	37,495
Water Mains - Town	168,785	-	-	-	-	130,463	38,322	416,379
Water Mains - County	-	-	-	-	-	-	-	-
Meters	-	-	-	-	-	-	-	-
Hydrants	-	-	-	-	-	-	-	-
Services	-	-	-	-	-	-	-	-
Assets Under Construction	9,803	-	-	9,803	-	-	-	11,540
<b>Total</b>	<b>\$ 595,797</b>	<b>\$ -</b>	<b>\$ 350,619</b>	<b>\$ 9,803</b>	<b>\$ -</b>	<b>\$ 130,463</b>	<b>\$ 104,912</b>	<b>\$ 498,468</b>

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

**10. CAPITAL PROJECT ACQUISITIONS & FUNDING (cont'd)**

Category	2022 Capital Acquisitions	Sources of Financing									2021 Capital Acquisitions	
		General Operating	Reserves	Canada Community Building Fund Grant	Grants - Federal	Grants - Provincial	Bridge Financing	Long Term Debt	Water Operating	CJSMA Operating / Reserves		
<b>Cumberland Joint Services Mgmt Authority</b>												
Landfill Cell	\$ 6,347	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,347	\$ 6,234
Buildings	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-	-	8,941
Vehicles	1,038	-	-	-	-	-	-	-	-	-	1,038	-
<b>Total</b>	<b>\$ 7,385</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,385</b>	<b>\$ 15,175</b>
<b>Summary</b>												
General Capital	\$ 2,012,893	\$ 508,341	\$ 308,066	\$ 1,118,374	\$ -	\$ -	\$ 78,112	\$ -	\$ -	\$ -	\$ -	\$ 2,360,665
Water Capital	595,797	-	-	-	-	350,619	9,803	-	104,912	-	-	498,468
CJSMA	7,385	-	-	-	-	-	-	-	-	-	7,385	15,175
<b>Total</b>	<b>\$ 2,616,075</b>	<b>\$ 508,341</b>	<b>\$ 308,066</b>	<b>\$ 1,118,374</b>	<b>\$ -</b>	<b>\$ 350,619</b>	<b>\$ 87,915</b>	<b>\$ -</b>	<b>\$ 104,912</b>	<b>\$ 7,385</b>	<b>\$ 2,874,308</b>	

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

**11. AMORTIZATION OF TANGIBLE CAPITAL ASSETS**

	<b>General Capital</b>	<b>Water Capital</b>	<b>Cumb Joint Services Mgmt Auth</b>	<b>Total 2022</b>	2021
General government	\$ 107,155	\$ -	\$ -	\$ 107,155	\$ 89,936
Protective services - Police	183,744	-	-	183,744	193,957
Protective services - Fire	137,414	-	-	137,414	94,434
Transportation services	1,057,721	-	-	1,057,721	996,491
Environmental health services	545,346	-	-	545,346	536,905
Environmental dev services	3,243	-	-	3,243	3,243
Recreation & cultural services	325,996	-	-	325,996	342,196
Water capital	-	372,808	-	372,808	366,018
Cumb Joint Services Mgmt Auth	-	-	-	-	168,652
<b>Total</b>	<b>\$ 2,360,619</b>	<b>\$ 372,808</b>	<b>\$ -</b>	<b>\$ 2,733,427</b>	<b>\$ 2,791,832</b>

**12. (GAIN) / LOSS ON SALE OF TANGIBLE CAPITAL ASSETS**

	<b>General Capital</b>	<b>Water Capital</b>	<b>Cumb Joint Services Mgmt Auth</b>	<b>Total 2022</b>	2021
General government	\$ (15,247)	\$ -	\$ -	\$ (15,247)	\$ -
Protective services - Police	-	-	-	-	-
Protective Services - Fire	-	-	-	-	-
Transportation services	4,832	-	-	4,832	2,555
Environmental health	-	-	-	-	-
Recreation & Cultural Services	-	-	-	-	-
Water capital	-	43	-	43	-
Cumb Joint Services Mgmt Auth	-	-	1,051,995	1,051,995	-
<b>Total</b>	<b>\$ (10,415)</b>	<b>\$ 43</b>	<b>\$ 1,051,995</b>	<b>\$ 1,041,623</b>	<b>\$ 2,555</b>

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

**13. PROCEEDS ON SALE OF TANGIBLE CAPITAL ASSETS**

	<u>General Capital</u>	<u>Water Capital</u>	<u>Cumb Joint Services Mgmt Auth</u>	<u>Total 2022</u>	2021
General government	\$ 22,001	\$ -	\$ -	\$ 22,001	\$ -
Water capital	-	-	-	-	-
Cumb Joint Services Mgmt Auth	-	-	765,600	<b>765,600</b>	-
<b>Total</b>	<u>\$ 22,001</u>	<u>\$ -</u>	<u>\$ 765,600</u>	<u>\$ 787,601</u>	<u>\$ -</u>

**14. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	<u>2022</u>	<u>2021</u>
Trade accounts payable	\$ 1,279,448	\$ 791,122
Federal government	106,405	8,370
Provincial government	-	67,022
Other local government	16,812	26,500
Accrued wages & benefits	929,191	1,188,416
Accrued debenture interest	104,437	109,990
Accrued liabilities	66,167	38,299
Tax sale surplus	144,641	38,622
<b>Total</b>	<u>\$ 2,647,101</u>	<u>\$ 2,268,341</u>

**15. DEFERRED REVENUE**

	<u>2022</u>	<u>2021</u>
Grants - capital	\$ 32,000	\$ -
Grants - operating	247,032	253,162
Fundraising	146,437	146,437
Other	66,785	15,204
Cumberland Joint Services Mgmt Authority	-	36,827
<b>Total</b>	<u>\$ 492,254</u>	<u>\$ 451,630</u>

**16. LIABILITY FOR CONTAMINATED SITES**

The Town has a garbage disposal site which was abandoned in 1978. There is no indication of ongoing contamination and no provision has been made for possible remediation.

**Town of Amherst**  
**Notes to the Consolidated Financial Statements**  
**For the Year Ended March 31, 2022**

**17. LONG TERM DEBT – PRINCIPAL BALANCE OUTSTANDING**

	2022	2021
Municipal Finance Corporation 26B-1 maturing October 24, 2021 - past principal payment of \$204,180 yearly plus interest - rates variable 4.265% to 4.590%	\$ -	\$ 204,180
Municipal Finance Corporation 27A-1 maturing October 17, 2022 - principal payments of \$35,500 yearly plus interest - rates variable 4.650% to 5.210%	35,499	70,999
Municipal Finance Corporation 28A-1 maturing October 24, 2023 - principal payments of \$146,045 yearly plus interest - rates variable 3.100% to 5.480%	834,655	980,700
Municipal Finance Corporation 29A-1 maturing October 27, 2024 - principal payments of \$60,322 yearly plus interest - rates variable 0.900% to 4.939%	180,981	241,303
Municipal Finance Corporation 31A-1 maturing May 30, 2026 - principal payments of \$32,378 yearly plus interest - rates variable 1.630% to 4.597%	161,888	252,206
Municipal Finance Corporation 33A-1 maturing November 15, 2028 - principal payments of \$180,000 yearly plus interest - rates variable 1.285% to 4.114%	2,728,095	2,903,195
Municipal Finance Corporation 36A-1 maturing May 16, 2031 - principal payments of \$158,647 yearly plus interest - rates variable 1.150% to 3.475%	1,586,465	1,745,112
Municipal Finance Corporation 38A-1 maturing November 9, 2033 - principal payments of \$61,112 yearly plus interest - rates variable 2.490% to 3.551%	733,341	794,453
Municipal Finance Corporation 39A-1 maturing November 15, 2034 - principal payments of \$9,455 yearly plus interest - rates variable 2.015% to 2.829%	122,915	132,370
Municipal Finance Corporation 40A-1 maturing May 28, 2036 - principal payments of \$74,085 yearly plus interest - rates variable 0.4% to 2.809%	1,044,090	-
Municipal Finance Corporation 41A-1 maturing October 22, 2036 - principal payments of \$26,000 yearly plus interest - rates variable 0.5% to 2.677%	390,000	-
	<u>\$ 7,817,929</u>	<u>\$ 7,324,518</u>

Principal repayments are:

2023	\$ 783,544
2024	\$ 1,294,709
2025	\$ 611,914
2026	\$ 557,577
2027	\$ 563,875

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

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**18. PROVISION FOR LANDFILL CLOSURE & POST CLOSURE COSTS**

The Town of Amherst along with the Municipality of the County of Cumberland and the Town of Oxford own and operate through Cumberland Joint Services Management Authority (CJSMA), one open and one closed landfill site. The Town has an obligation under the Nova Scotia Environmental Protection Act for costs related to the closure and post closure care of the sites once capacity is reached. These costs are shared pro rata on use with the other municipalities party to CJSMA, where a reserve has been established to provide for the future costs. The Town's 2022 pro rata share is 38.28% (2021 – 40.41%).

Closure and post closure activities for this site includes final covering and landscaping, pumping of ground water and leachates from the site and ongoing environmental monitoring, site inspections and maintenance.

The estimated liability for the care of the landfill site in 2021 was the present value of future cash flows associated with closure and post closure costs discounted using a long-term borrowing rate of 3.05% and a forecasted inflation rate of 3%. In 2021 the liability was adjusted for capacity used of 100% for Cell 2 and 7.81% for Cell 3.

The estimated present value of future expenses for closure and post closure care as at March 31, 2021 was \$5,939,778 of which total expenses of \$2,141,189 were yet to be incurred, resulting in a liability of \$3,798,589.

In 2022 as a result of the sale of assets to GFL Environmental Inc., the Authority no longer has an obligation for post closure costs and therefore a net present value calculation is no longer required. The current liability reflects only the cost to complete the closure of cells 1, 2A and 2B. An adjustment of \$675,005 has been reflected in the current year as a result of eliminating this liability for post closure costs.

The Town of Amherst's 2022 share of the liability is estimated at \$422,183 (2021 - \$1,454,100) for closure and post closure costs. These costs have been reported on the consolidated statement of financial position. The Town's share of the cash reserve in CJSMA to fund the liability is \$1,043,095 (2021 - \$1,477,120).

**19. OTHER REVENUE**

	<u>2022</u>	<u>2021</u>
Land dedication	\$ 7,045	\$ -
Pension liability adjustment	69,900	-
	<u>\$ 76,945</u>	<u>\$ -</u>

**20. LAND LEASE NSPI - SOLAR FARM**

The Town of Amherst entered into an "in kind" lease arrangement with Nova Scotia Power Incorporated (NSPI) effective December 17, 2020. This lease allows NSPI to operate a 2-megawatt Solar Garden on 15 acres of Town-owned land along Tupper Boulevard, for a term of 30 years. This arrangement has been accounted for using a NPV approach with annual lease revenue and grant expense recognition.

In kind lease revenue and grant expense in the amount of \$6,124 (2021 - \$2,133) has been reflected in the current year results.

**Town of Amherst**  
**Notes to the Consolidated Financial Statements**  
**For the Year Ended March 31, 2022**

**21. PENSION PLANS**

**Defined Benefit Pension Plan for Employees of the Town of Amherst**

The Town maintains a defined benefit pension plan, which provides benefits to employees upon retirement. The most recent completed actuarial valuation was at December 31, 2019.

The following chart outlines the required going-concern unfunded liability payments for the upcoming fiscal years:

<b>Nature of liability or deficiency</b>	<b>Fiscal Year</b>	<b>Annual amortization payment</b>
Going-concern unfunded liability	2023	\$ 72,925
Going-concern unfunded liability	2024	\$ 92,225
Going-concern unfunded liability	2025	\$ 111,525

An actuarial certification for PSAB accounting purposes was performed as of March 31, 2022 and the calculated liability was \$724,400 (2021 - \$794,300).

	<u>2022</u>	<u>2021</u>
<b>Plan assets, at market value</b>		
Balance, beginning of year	\$ 15,663,500	\$ 13,383,300
Contributions during year	402,700	361,500
Benefit payments during year	(778,200)	(722,200)
Expected return on assets	750,500	680,000
Actual gains / (losses)	(387,900)	1,960,900
Balance, end of year	<u>\$ 15,650,600</u>	<u>\$ 15,663,500</u>
 <b>Accrued benefit obligation</b>		
Balance, beginning of year	\$ 16,225,600	\$ 15,290,800
Benefit cost	331,400	301,500
Benefit payments during year	(778,200)	(722,200)
Interest on ABO	784,100	784,400
Actual (gains) / losses	(793,300)	571,100
Balance, end of year	<u>\$ 15,769,600</u>	<u>\$ 16,225,600</u>

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

**21. PENSION PLANS (cont'd)**

	<u>2022</u>	<u>2021</u>
<b>Retirement benefit liability</b>		
Balance, beginning of year	\$ 794,300	\$ 550,400
Retirement benefit expenses	224,700	501,000
Town contributions	<u>(294,600)</u>	<u>(257,100)</u>
Retirement benefit liability	<u>\$ 724,400</u>	<u>\$ 794,300</u>

<b>Accrued benefit obligation to retirement benefit liability</b>		
Market value	\$ 15,650,600	\$ 15,663,500
Accrued benefit obligation	<u>15,769,600</u>	<u>16,225,600</u>
Deficit	(119,000)	(562,100)
Unamortized actuarial (gain) / loss	<u>605,400</u>	<u>232,200</u>
Retirement benefit liability	<u>\$ (724,400)</u>	<u>\$ (794,300)</u>

**Actuarial assumptions**

Liability discount rate	5.35%
Inflation rate	2.10%
Salary growth rates	2.75%
Assumed retirement age	62

**Defined Contribution Pension Plan for Employees of the Town of Amherst**

Effective January 1, 2007 all new full time employees of the Town of Amherst are required to join a defined contribution pension plan. Under this plan the employer is not responsible for any deficiency in the plan.

**Pension Plan for the Town of Amherst Members of the Atlantic Police Association**

The Town contributes to a multi-employer defined benefit plan administered by the Atlantic Police Association (APA) which covers Police Local 104 who are employees of the Town. The plan assets are administered by APA and the Town is responsible for contributing its portion of any going concern deficiency.

The most recent actuarial valuation for the plan was completed for December 31, 2019 and indicated the plan had a going concern surplus of \$12,938,000 and a solvency surplus of \$3,981,700.

There are no special payments required for the Atlantic Police Association pension plan.

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

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**22. GOVERNMENT PARTNERSHIP**

Generally Accepted Accounting Principles for local governments as established by the Public Sector Accounting Board (PSAB) require a government's pro rata share of each of the assets, liabilities, revenues and expenditures (including capital expenditures) of any government partnership to be combined on a line by line basis with similar items in the government's financial statements. The Town of Amherst has a partnership with Cumberland Joint Services Management Authority (CJSMA) which actively operated through February 1, 2022 a landfill site in Little Forks. The Town of Amherst's 2022 pro rata share of 38.28% of CJSMA is included in these financial statements. The 2021 comparative figures for CJSMA have been changed to 38.28% (from 40.41%) for more accurate comparison of figures.

**23. COMPARATIVE FIGURES**

In some cases, comparative figures have been reclassified to conform to the financial statement presentation adopted in the current year.

**24. IMPACT OF COVID-19**

The outbreak of a novel strain of coronavirus ("COVID-19") was declared a global pandemic by the World Health Organization in March 2020. COVID-19 has severely impacted many local economies around the globe. In many countries, including Canada, businesses were forced to cease or limit operations for long or indefinite periods of time. Measures taken to contain the spread of the virus, including travel bans, quarantines, social distancing, and closures of non-essential services have triggered significant disruptions to businesses worldwide, resulting in an economic slowdown. The Town continues to assess the overall impact. The spread of COVID-19 had minimal impact on the operations of the Town from a cash flow perspective. In the 2021 fiscal year Council did opt to provide property tax relief options for residents, including an extension on some payment deadlines and temporary elimination of interest.

The duration and impact of the COVID-19 pandemic, as well as the effectiveness of government and central bank responses, remains unclear at the time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the Town for future periods.

**25. DISPOSITION OF ASSETS - CJSMA**

Effective February 1, 2022, CJSMA entered into an asset purchase agreement with GFL Environmental Inc. for the disposal of tangible and intangible assets for \$3,000,000 (\$2,000,000 and \$1,000,000) respectively). As a result of the sale, CJSMA no longer has an obligation for post closure costs of the landfill site.

**Town of Amherst  
Notes to the Consolidated Financial Statements  
For the Year Ended March 31, 2022**

**26. CONTINGENCIES**

In the normal course of operations, the Town becomes involved in various claims and legal proceedings. While the final outcome with respect to claims and legal proceedings pending at March 31, 2022 cannot be predicted with certainty, it is the opinion of management and council that resolution of these matters will not have a material adverse effect as the Town maintains insurance coverage in amounts considered appropriate.

**27. SUMMARY OF REMUNERATION & EXPENSES PAID TO ELECTED OFFICIALS AND CAO**

Name	Office	Remuneration	Expenses			Total Remuneration & Expenses Reimbursed
			Travel & Travel Related	Meals	Professional Development / Conference Registration	
David Kogon	Mayor	\$ 41,178	\$ 2,451	\$ 67	\$ -	\$ 43,696
George Baker	Councillor	\$ 25,050	\$ 1,800	\$ -	\$ -	\$ 26,850
Sheila Christie	Councillor / Deputy Mayor	\$ 26,078	\$ 1,800	\$ -	\$ -	\$ 27,878
Hal Davidson	Deputy Mayor / Councillor	\$ 26,695	\$ 1,800	\$ -	\$ -	\$ 28,495
Lisa Emery	Councillor	\$ 25,050	\$ 1,800	\$ -	\$ -	\$ 26,850
Dale Fawthrop	Councillor	\$ 25,050	\$ 1,800	\$ -	\$ -	\$ 26,850
Leon Landry	Councillor	\$ 25,050	\$ 1,800	\$ -	\$ -	\$ 26,850
Jason MacDonald	Chief Administrative Officer	\$ 103,586	\$ 4,872	\$ 67	\$ 552	\$ 109,077
Gregory Herrett	Chief Administrative Officer	\$ 36,473	\$ 303	\$ -	\$ -	\$ 36,776
<b>Total Remuneration and Reportable Expenses</b>		<b>\$ 334,210</b>	<b>\$ 18,426</b>	<b>\$ 134</b>	<b>\$ 552</b>	<b>\$ 353,322</b>

**28. APPROVAL OF FINANCIAL STATEMENTS**

Council and management have approved these financial statements.

**Town of Amherst**

**Consolidated Schedule of Segmented Disclosure**

For the year ended March 31, 2022

	General Government	Protective Services - Police	Protective Services - Fire	Transportation Services	Environmental Health Services	Public Health Services	Environmental Development Services	Recreation and Culture Services	Education	Water Utility	Reserves	CJSMA	2022 Total	2021 Total
<b>Revenues</b>														
Property taxes	\$ 4,571,637	\$ 3,400,862	\$ 1,406,703	\$ 1,779,722	\$ 766,923	\$ -	\$ 280,192	\$ 2,007,448	\$ -	\$ -	\$ -	\$ -	\$ 14,213,487	\$ 13,674,157
Grants in lieu of taxes	290,070	-	-	-	-	-	-	-	-	-	-	-	290,070	298,776
Services to other governments	3,174	-	180,391	-	-	-	15,000	-	-	-	-	-	198,565	198,300
Sale of services	175,100	112,077	-	5,672	1,113,406	-	25,553	3,458	-	2,282,252	-	1,379,962	5,097,480	4,687,850
Other revenue from own sources	165,548	33,396	15,007	92,590	10,043	-	10,763	219,737	-	3,482	3,102	-	553,668	521,722
Unconditional transfers from government	1,260,382	593,865	241,846	424,671	-	-	-	-	-	-	-	-	2,520,764	1,260,382
Conditional transfers from government	51,010	300,000	-	-	-	-	-	40,293	-	352,705	1,371,503	-	2,115,511	1,293,111
Other	69,900	-	-	-	-	-	-	-	-	-	7,045	-	76,945	-
Elimination entries	(203,100)	(4,000)	-	(6,600)	-	-	-	-	-	(706,546)	-	-	(920,246)	(916,546)
<b>Total revenues</b>	<b>6,383,721</b>	<b>4,436,200</b>	<b>1,843,947</b>	<b>2,296,055</b>	<b>1,890,372</b>	<b>-</b>	<b>331,508</b>	<b>2,270,936</b>	<b>-</b>	<b>1,931,893</b>	<b>1,381,650</b>	<b>1,379,962</b>	<b>24,146,244</b>	<b>21,017,752</b>
<b>Expenditures</b>														
Salaries, wages and benefits	1,310,149	4,040,777	965,458	1,006,904	406,365	-	199,679	1,075,201	-	656,440	-	250,485	9,911,458	9,027,081
Operating costs	1,041,596	371,237	958,936	935,860	974,880	246,897	122,359	663,822	1,629,828	880,461	-	365,946	8,191,822	8,544,665
Elimination entries	-	-	(706,546)	-	(6,600)	-	-	-	-	(207,100)	-	-	(920,246)	(916,546)
Amortization	107,155	183,744	137,414	1,057,721	545,346	-	3,243	325,996	-	372,808	-	-	2,733,427	2,791,832
Interest on long term debt	-	43,313	-	42,266	124,533	-	-	44,798	-	27,700	-	-	282,610	295,835
<b>Total expenditures</b>	<b>2,458,900</b>	<b>4,639,071</b>	<b>1,355,262</b>	<b>3,042,751</b>	<b>2,044,524</b>	<b>246,897</b>	<b>325,281</b>	<b>2,109,817</b>	<b>1,629,828</b>	<b>1,730,309</b>	<b>-</b>	<b>616,431</b>	<b>20,199,071</b>	<b>19,742,867</b>
Net (gain) / loss on sale of TCA	(15,247)	-	-	4,832	-	-	-	-	-	43	-	1,051,995	1,041,623	2,555
<b>Surplus (deficit)</b>	<b>\$ 3,940,068</b>	<b>\$ (202,871)</b>	<b>\$ 488,685</b>	<b>\$ (751,528)</b>	<b>\$ (154,152)</b>	<b>\$ (246,897)</b>	<b>\$ 6,227</b>	<b>\$ 161,119</b>	<b>\$ (1,629,828)</b>	<b>\$ 201,541</b>	<b>\$ 1,381,650</b>	<b>\$ (288,464)</b>	<b>\$ 2,905,550</b>	<b>\$ 1,272,330</b>

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**Town of Amherst**  
**Schedule of Financial Position - General Operating Fund**  
As at March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Financial assets</b>		
Cash and cash equivalents	\$ 905,460	\$ 1,371,578
Receivables	1,088,228	710,572
	<u>1,993,688</u>	<u>2,082,150</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	1,885,385	2,035,847
Deferred revenue	460,254	414,803
Pension Liability	724,400	794,300
	<u>3,070,039</u>	<u>3,244,950</u>
<b>Net debt</b>	<u>(1,076,351)</u>	<u>(1,162,800)</u>
<b>Non-financial assets</b>		
Prepaid expenses	67,085	82,129
Inventories of supplies	46,404	41,784
Deferred grant - solar garden	238,462	244,587
	<u>351,951</u>	<u>368,500</u>
<b>Accumulated deficit</b>	<u>\$ (724,400)</u>	<u>\$ (794,300)</u>

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**Town of Amherst**  
**Schedule of Operations - General Operating Fund**  
For the year ended March 31, 2022

	Budget 2022	Actual 2022	Actual 2021
<b>Revenues</b>			
Taxes	\$ 13,789,966	<b>\$ 14,213,487</b>	\$ 13,674,157
Grants in lieu of taxes	290,610	<b>290,070</b>	298,776
Service to other governments	197,891	<b>198,565</b>	198,300
Sale of services	1,469,374	<b>1,435,266</b>	1,396,010
Other revenue from own sources	564,147	<b>547,084</b>	512,556
Unconditional transfers from government	1,260,382	<b>2,520,764</b>	1,260,382
Conditional transfers from government	338,200	<b>391,303</b>	532,842
Total revenues	<u>17,910,570</u>	<u><b>19,596,539</b></u>	<u>17,873,023</u>
<b>Expenditures</b>			
General government services	2,901,602	<b>2,351,747</b>	2,464,419
Protective services - Police	4,521,540	<b>4,455,327</b>	4,113,292
Protective services - Fire & Inspection	1,911,337	<b>1,924,393</b>	1,812,698
Transportation services	2,012,421	<b>1,985,029</b>	1,856,245
Environmental health services	1,519,279	<b>1,505,778</b>	1,361,492
Public health services	219,245	<b>246,897</b>	195,599
Environmental development services	399,958	<b>322,038</b>	353,269
Recreation and cultural services	1,977,694	<b>1,783,821</b>	1,447,210
Education	1,629,833	<b>1,629,828</b>	1,596,852
Total expenditures	<u>17,092,909</u>	<u><b>16,204,858</b></u>	<u>15,201,076</u>
<b>Annual surplus</b>	<u>817,661</u>	<u><b>3,391,681</b></u>	<u>2,671,947</u>
<b>Financing and transfers</b>			
Debt principal repayment	(857,299)	<b>(857,299)</b>	(735,092)
Dividend from Water Utility	135,000	<b>135,000</b>	135,000
Transfers from Reserves	547,340	<b>258,505</b>	72,371
Transfers to Reserves	(253,702)	<b>(248,690)</b>	(105,328)
Transfer to Operating Reserve - surplus	-	<b>(2,170,856)</b>	(1,417,880)
Transfers to General Capital	(389,000)	<b>(508,341)</b>	(621,018)
Total financing and transfers	<u>(817,661)</u>	<u><b>(3,391,681)</b></u>	<u>(2,671,947)</u>
<b>Change in fund balance</b>	<u>-</u>	-	-
<b>Opening fund balance</b>		<b>(794,300)</b>	(550,400)
<b>Change in Unfunded Pension Liability</b>		<b>69,900</b>	(243,900)
<b>Closing fund balance</b>		<u><b>\$ (724,400)</b></u>	<u>\$ (794,300)</u>

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**Town of Amherst**  
**Schedule of Financial Position - Water Operating Fund**  
As at March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Financial assets</b>		
Cash	\$ 255,604	\$ 23,969
Receivables	<u>277,026</u>	<u>253,049</u>
	<u>532,630</u>	<u>277,018</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	<u>396,484</u>	<u>150,103</u>
<b>Net financial assets</b>	<u>136,146</u>	<u>126,915</u>
<b>Non-financial assets</b>		
Prepaid expenses	620	6,618
Inventories of supplies	<u>51,405</u>	<u>50,175</u>
	<u>52,025</u>	<u>56,793</u>
<b>Accumulated surplus</b>	<u>\$ 188,171</u>	<u>\$ 183,708</u>

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**Town of Amherst**  
**Schedule of Operations - Water Operating Fund**  
For the year ended March 31, 2022

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	Budget 2022	Actual 2022	Actual 2021
<b>Revenues</b>			
Metered	\$ 1,221,615	\$ 1,241,365	\$ 1,231,239
Flat	166,320	167,841	166,869
Public fire protection	807,481	807,481	807,481
Private hydrants	14,750	14,750	14,750
Sprinkler service	15,350	15,100	15,050
Bulk water	8,500	12,300	9,300
Sale of services	10,000	13,216	15,118
Sundry	1,200	1,450	1,175
Interest	5,000	8,749	5,226
Total revenues	<u>2,250,216</u>	<u>2,282,252</u>	<u>2,266,208</u>
<b>Expenditures</b>			
Source of supply	34,000	18,222	28,991
Power and pumping	168,000	162,991	159,210
Water treatment	17,600	19,000	16,700
Transmission and distribution	750,873	768,869	775,054
Administrative	672,816	595,519	582,552
Depreciation	374,430	372,808	366,018
Total expenditures	<u>2,017,719</u>	<u>1,937,409</u>	<u>1,928,525</u>
<b>Annual surplus</b>	<u>232,497</u>	<u>344,843</u>	<u>337,683</u>
<b>Financing and transfers</b>			
Debt principal repayment	(83,380)	(83,380)	(83,385)
Dividend to owner	(135,000)	(135,000)	(135,000)
Transfer to Water Capital	(40,000)	(122,000)	(114,497)
Transfer from prior year surplus	25,883	-	-
Total financing and transfers	<u>(232,497)</u>	<u>(340,380)</u>	<u>(332,882)</u>
<b>Change in fund balance</b>	<u>\$ -</u>	<u>4,463</u>	<u>4,801</u>
<b>Opening fund balance</b>		<u>183,708</u>	<u>178,907</u>
<b>Closing fund balance</b>		<u>\$ 188,171</u>	<u>\$ 183,708</u>

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**Town of Amherst**  
**Schedule of Financial Position - General Capital Fund**  
As at March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Financial assets</b>		
Cash	107,354	(553,569)
Accounts receivable	75,913	99,567
	<u>183,267</u>	<u>(454,002)</u>
<b>Liabilities</b>		
Accounts payable	233,288	19,548
Deferred revenue	32,000	-
Long term debt	6,407,440	6,801,043
	<u>6,672,728</u>	<u>6,820,591</u>
<b>Net debt</b>	<u>(6,489,461)</u>	<u>(7,274,593)</u>
<b>Non-financial assets</b>		
Tangible capital assets (Note 9)	84,047,992	82,121,884
Accumulated amortization (Note 9)	(37,795,061)	(35,509,642)
	<u>46,252,931</u>	<u>46,612,242</u>
<b>Accumulated surplus</b>	<u>\$ 39,763,470</u>	<u>\$ 39,337,649</u>

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**Town of Amherst**  
**Schedule of Operations - General Capital Fund**  
For the year ended March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Revenues</b>		
Grants for capital projects - Province of Nova Scotia	\$ -	\$ 39,950
Grants for capital projects - Government of Canada	-	47,945
Total revenues	<u>-</u>	<u>87,895</u>
<b>Expenditures</b>		
Amortization (Note 11)	2,360,619	2,257,162
Loss (gain) on disposal of tangible capital assets (Note 12)	(10,415)	2,555
Total expenditures	<u>2,350,204</u>	<u>2,259,717</u>
<b>Annual deficit</b>	<u>(2,350,204)</u>	<u>(2,171,822)</u>
<b>Financing and transfers</b>		
Debt principal payments	857,299	735,092
Transfer from General Operating	508,341	621,018
Transfers from Reserves	1,594,386	2,004,558
Transfers to Reserves	(184,001)	(232,500)
Total financing and transfers	<u>2,776,025</u>	<u>3,128,168</u>
<b>Change in fund balance</b>	425,821	956,346
<b>Opening fund balance</b>	<u>39,337,649</u>	<u>38,381,303</u>
<b>Closing fund balance</b>	<u>\$ 39,763,470</u>	<u>\$ 39,337,649</u>

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**Town of Amherst**  
**Schedule of Financial Position - Water Capital Fund**  
As at March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Financial assets</b>		
Cash	\$ 1,520,709	\$ 610,735
Receivables	315,619	-
	<u>1,836,328</u>	<u>610,735</u>
<b>Liabilities</b>		
Deferred revenue	-	-
Long term debt - Municipal Finance Corporation	1,410,489	523,475
	<u>1,410,489</u>	<u>523,475</u>
<b>Net financial assets</b>	<u>425,839</u>	<u>87,260</u>
<b>Non-financial assets</b>		
Tangible capital assets (Note 9)	25,153,248	24,563,234
Accumulated depreciation (Note 9)	(6,738,029)	(6,370,960)
	<u>18,415,219</u>	<u>18,192,274</u>
<b>Accumulated surplus</b>	<u>\$ 18,841,058</u>	<u>\$ 18,279,534</u>

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**Town of Amherst**  
**Schedule of Operations - Water Capital Fund**  
For the year ended March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Revenues</b>		
Interest income	\$ 3,482	\$ 3,103
Grants for Capital Projects - Federal	-	-
Grants for Capital Projects - Provincial	<u>352,705</u>	-
Total revenues	<u>356,187</u>	<u>3,103</u>
<b>Expenditures</b>		
Loss on disposal of tangible capital assets (Note 12)	<u>43</u>	-
<b>Annual surplus</b>	<u>356,144</u>	<u>3,103</u>
<b>Financing and transfers</b>		
Debt principal payments	83,380	83,385
Transfer from Water Operating	<u>122,000</u>	<u>114,497</u>
Total financing and transfers	<u>205,380</u>	<u>197,882</u>
<b>Change in fund balance</b>	561,524	200,985
<b>Opening fund balance</b>	<u>18,279,534</u>	<u>18,078,549</u>
<b>Closing fund balance</b>	<u>\$ 18,841,058</u>	<u>\$ 18,279,534</u>

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**Town of Amherst**  
**Schedule of Financial Position - Reserve Funds**  
As at March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Financial assets</b>		
Cash	<u>\$ 7,820,305</u>	<u>\$ 5,687,999</u>
 <b>Accumulated surplus</b>	 <u><u>\$ 7,820,305</u></u>	 <u><u>\$ 5,687,999</u></u>

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**Town of Amherst**  
**Schedule of Operations - Reserve Funds**

For the year ended March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Revenues</b>		
Canada Community Building grant funds	\$ 1,371,503	\$ 672,374
Interest on Canada Community Building grant funds	3,102	6,063
Land dedication / open space fees	7,045	-
Total revenues	<u>1,381,650</u>	<u>678,437</u>
<b>Expenditures</b>		
General government	-	-
Total expenditures	<u>-</u>	<u>-</u>
<b>Annual surplus</b>	<u>1,381,650</u>	<u>678,437</u>
<b>Financing and transfers</b>		
Transfer from General Operating	248,690	105,328
Transfer from General Operating - surplus	2,170,856	1,417,880
Transfer from General Capital	184,001	232,500
Transfer to General Operating	(258,505)	(72,371)
Transfer to General Capital	(1,594,386)	(2,004,558)
Total financing and transfers	<u>750,656</u>	<u>(321,221)</u>
<b>Change in fund balance</b>	<u>2,132,306</u>	<u>357,216</u>
<b>Opening fund balance</b>	<u>5,687,999</u>	<u>5,330,783</u>
<b>Closing fund balance</b>	<u>\$ 7,820,305</u>	<u>\$ 5,687,999</u>

\* The Reserve funds closing fund balance at end of year is broken down as follows:

General Capital Reserve	\$ 2,158,501	\$ 1,818,369
General Operating Reserve	5,661,804	3,869,630
	<u>\$ 7,820,305</u>	<u>\$ 5,687,999</u>

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**Town of Amherst**  
**Schedule of Financial Position - Cumberland Joint Services Mgmt Authority Fund**  
As at March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Financial assets</b>		
Cash	\$ 635,178	\$ 1,732,653
Investments	1,367,563	949,422
Receivables	1,360,746	111,875
	<u>3,363,487</u>	<u>2,793,950</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	160,035	62,843
Deferred revenue	-	36,827
Provision for landfill closure & post closure costs	422,183	1,454,100
	<u>582,218</u>	<u>1,553,770</u>
<b>Net financial assets</b>	<u>2,781,269</u>	<u>1,240,180</u>
<b>Non-financial assets</b>		
Prepaid expenses	-	21,870
Tangible capital assets, net of accumulated amortization (Note 9)	-	1,810,210
	<u>-</u>	<u>1,832,080</u>
<b>Accumulated surplus</b>	<u>\$ 2,781,269</u>	<u>\$ 3,072,260</u>
<b>Accumulated surplus is comprised of:</b>		
Accumulated operating surplus	\$ 2,782,771	\$ 3,071,235
Accumulated remeasurement gains	(1,502)	1,025
	<u>\$ 2,781,269</u>	<u>\$ 3,072,260</u>

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**Town of Amherst**  
**Schedule of Operations - Cumberland Joint Services Mgmt Authority Fund**  
For the year ended March 31, 2022

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	<u>2022</u>	<u>2021</u>
<b>Revenues</b>		
Solid waste operations	\$ 765,477	\$ 796,682
Compost operations	169,877	162,200
Recycling operations	47,718	24,678
Interest	14,090	42,072
Proceeds on sale of intangible assets	382,800	-
Total revenues	<u>1,379,962</u>	<u>1,025,632</u>
<b>Expenditures</b>		
Administration	250,486	328,000
Solid waste operations	62,506	344,734
Compost operations	57,595	52,266
Recycling operations	245,844	135,098
Amortization of tangible capital assets (Note 11)	-	168,652
Loss on disposal of tangible capital assets (Note 12)	1,051,995	-
Total expenditures	<u>1,668,426</u>	<u>1,028,750</u>
<b>Annual Deficit</b>	<b>(288,464)</b>	<b>(3,118)</b>
<b>Opening fund balance</b>	<u>3,071,235</u>	<u>3,074,353</u>
<b>Closing fund balance</b>	<u>\$ 2,782,771</u>	<u>\$ 3,071,235</u>

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Fax: (902) 667-7644

November 8, 2022

Town of Amherst  
P.O. Box 516  
98 East Victoria Street  
Amherst Nova Scotia B4H 4A1

Attention: Town of Amherst Audit Committee

**Re: Audit Findings**

This letter has been prepared to assist you with your review of the consolidated financial statements of Town of Amherst for the year ending March 31, 2022. We look forward to meeting with you and discussing the matters outlined below.

**Audit Status**

We have completed the audit of the consolidated financial statements, with the exception of the following items:

1. Receipt of a signed representation letter by management;
2. Completing our discussions with the Audit Committee;
3. Obtaining evidence of the Committee's approval of the consolidated financial statements;

Once these items have been completed, we will date and sign our auditor's report.

**Significant Difficulties Encountered**

There were no significant difficulties encountered during our audit.

**Comments on Accounting Practices**

***Accounting Policies***

The significant accounting policies used by the entity are outlined in Note 1 to the consolidated financial statements.

- a. There were no significant changes in accounting policies.
2. Confirmation of the preferred accounting policy relating to the Commercial Development Support Program has been completed as a part of this year's audit. It has been determined that presenting these program costs as a rebate expense is the appropriate treatment and consistent with other Municipal Units.

***Significant Accounting Estimates***

The following significant estimates/judgments are contained in the financial statements:

## **Comments on Accounting Practices - Significant Accounting Estimates (continued)**

- a. Allowance for doubtful accounts;*
- b. Value of inventory;*
- c. Accrued liabilities;*
- d. Deferred revenue;*

Based on audit work performed, we are satisfied with the estimates made by management.

## **Significant Financial Statement Disclosures**

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

## **Uncorrected Misstatements**

We accumulated uncorrected misstatements that were identified during our audit and communicated them to management. We then discussed each of these items individually. All uncorrected misstatements for the current period have been corrected.

There are no uncorrected misstatements from prior year consolidated financial statements.

## **Significant Deficiencies in Internal Control**

A deficiency in internal control exists when a risk is not treated by a control or when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of Those Charged With Governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies,

## **Written Representations**

In a separate communication, we have requested a number of written representations from management in respect to their responsibility for the preparation of the consolidated financial statements in accordance with Canadian public sector accounting standards.

**Other Audit Matters of Governance Interest**

We did not identify any other matters to bring to your attention at this time.

We would like to thank management and staff for the assistance they provided to us during the audit.

We hope the information in this audit findings letter will be useful. We would be pleased to discuss them with you and respond to any questions you may have.

This letter was prepared for the sole use of Those Charged With Governance of Town of Amherst to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,

Jorgensen & Bickerton Inc.  
Chartered Professional Accountants

Agreed to on behalf of Town of Amherst by:

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Jason MacDonald, CAO

---

November 8, 2022

Date signed

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# TOWN OF AMHERST

P.O. Box 516  
98 East Victoria Street  
Amherst, Nova Scotia  
B4H 4A1

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November 8, 2022

Jorgensen & Bickerton Inc.  
P.O. Box 387  
31 Church Street  
Amherst Nova Scotia B4H 3Z5

Attention: Jorgensen & Bickerton Inc.

Re: Management representations letter

This representation letter is provided in connection with your audit of the consolidated financial statements of Town of Amherst for the year ended March 31, 2022, for the purpose of you expressing an opinion as to whether the consolidated financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards

In making the representations outlined below, we took the time necessary to appropriately inform ourselves on the subject matter through inquiries of entity personnel with relevant knowledge and experience, and, where appropriate, by inspecting supporting documentation.

We confirm that (to the best of our knowledge and belief):

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated April 25, 2022 for:

Preparing and fairly presenting the consolidated financial statements in accordance with Canadian public sector accounting standards;

Providing you with:

Access to all information of which we are aware that is relevant to the preparation of the consolidated financial statements, such as:

- A. Accounting records, supporting data and other relevant documentation,
  - B. Minutes of meetings (such as council and audit committees) or summaries of actions taken for which minutes have not yet been prepared, and
  - C. Information on any other matters, of which we are aware, that is relevant to the preparation of the consolidated financial statements;
- ii) Additional information that you have requested from us for the purpose of the audit; and
  - iii) Unrestricted access to persons within the entity from whom you determine it necessary to obtain audit evidence.
- c) Ensuring that all transactions have been recorded in the accounting records and are reflected in the consolidated financial statements; and
  - d) Designing and implementing such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We have also communicated to you any deficiencies in the design and implementation or the maintenance of internal control over financial reporting of which management is aware.

## **Fraud and Non Compliance**

We have disclosed to you:

- a. All of our knowledge in relation to actual, alleged or suspected fraud affecting the entity's consolidated financial statements involving:

(continued)

- i. Management;
  - ii. Employees who have significant roles in internal control; or
  - iii. Others where the fraud could have a material effect on the consolidated financial statements;
- b. All of our knowledge in relation to allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators or others;
  - c. All known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements that should be considered when preparing the consolidated financial statements;
  - d. All known, actual, or possible litigation and claims that should be considered when preparing the consolidated financial statements; and
  - e. The results of our risk assessments regarding possible fraud or error in the consolidated financial statements.

### **Estimates**

We acknowledge our responsibility for determining the accounting estimates required for the preparation of the consolidated financial statements in accordance with Canadian public sector accounting standards. Those estimates reflect our judgment based on our knowledge and experience of past and current events, and on our assumptions about conditions we expect to exist and courses of action we expect to take. We confirm that the significant assumptions and measurement methods used by us in making accounting estimates, including those measured at fair value, are reasonable.

### **Subsequent Events**

All events subsequent to the date of the consolidated financial statements and for which Canadian public sector accounting standards requires adjustment or disclosure have been adjusted or disclosed.

### **Commitments and Contingencies**

There are no commitments, contingent liabilities/assets or guarantees (written or oral) that should be disclosed in the consolidated financial statements. This includes liabilities arising from contract terms, illegal acts or possible illegal acts, and environmental matters that would have an impact on the consolidated financial statements.

### **Adjustments**

We have reviewed, approved and recorded all of your proposed adjustments to our accounting records. This includes journal entries, changes to account coding, classification of certain transactions and preparation of, or changes to, certain accounting records.

### **Accounting policies**

All significant accounting policies are disclosed in the consolidated financial statements and are consistent with those used in the previous period.

### **Contractual compliance**

We have complied with the terms and conditions of all contractual agreements that could have a material effect, in the event of non-compliance, on the consolidated financial statements.

### **Direct liabilities**

We have recorded in the accounts all known liabilities of our Town as at March 31, 2022 except for trivial amounts.

### **Future plans**

We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the consolidated financial statements.

### **Pension costs, assets and obligations**

All of our pension plans and provisions of each plan have been fully disclosed to you.

(continued)

The source data used by the actuary is complete and accurate, and all the assumptions used by the actuary in the preparation of the accrued benefits obligation are our best estimates of the most likely set of conditions affecting future events.

All plan assets are taken into account at their fair value in determining the net pension asset or liability.

### **Tangible capital assets**

Tangible capital assets are recorded at cost. We have good and valid title to all tangible capital assets reflected in the accounts relating thereto, and there are no liens or encumbrances on our assets. During the period ended March 31, 2022, no material amounts relating to additions or improvements of tangible capital assets were charged to expense. The provision for amortization is based on the cost and expected economic useful lives of the property using the straight-line method.

The property, leasehold improvement and equipment accounts, and the related allowances for amortization have been adjusted for all important items of such assets that were idle, obsolete, sold, dismantled, abandoned or otherwise disposed of for the period ended March 31, 2022 and for all prior periods.

### **Receivables**

The accounts receivable reflected in the accounts constitute valid claims against customers and other debtors. They do not include amounts for goods shipped on consignment, approval or under repurchase commitments, or for goods shipped after March 31, 2022.

Receivables known to be uncollectible have been written off, and adequate provision has been made for anticipated adjustments or losses in connection with the collection of receivables.

### **Regulatory compliance**

We are up to date with all corporate filings and annual returns. This includes all Canada Revenue Agency and HST returns.

### **None of the mayor and council were in debt to the Town**

Neither the mayor nor councilors were in debt to the Town, other than in the ordinary course of business at the period-end or at any time during the period.

Acknowledged and agreed on behalf of Town of Amherst by:

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Jason MacDonald, CAO

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November 8, 2022

Date signed



# SECOND QUARTER FINANCIAL REPORT

## FOR THE PERIOD ENDED SEPTEMBER 30, 2022 (UNAUDITED)

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Town of Amherst



## INTRODUCTION

Quarterly financial reporting is being prepared by the Town of Amherst as a means of providing the community, council and the organization with a regular overview of financial and statistical information. Quarterly financial reporting is a strategic priority identified by council.

The primary information provided in the quarterly report is a comparison of the year to date budget amounts to actual revenues and expenditures for operating departments. All financial information is based on preliminary, unaudited information reported from the municipal finance system as of the report date. Seasonal variations in municipal operations may affect the proportion of revenues achieved or expenditures incurred to date.

This quarterly report provides information in seven parts:

*Organizational Structure, page 3*

- ℓ Hierarchy with departmental responsibilities.

*Commentary, page 4*

- ℓ Charts and comments

*Schedules of Operations, pages 5-7*

- ℓ Schedule of Operations – General Operating Fund – Revenues & Expenditures
- ℓ Schedule of Operations – General Operating Fund – Departmental & Mandatory Expenditures
- ℓ Schedule of Operations – Water Operating Fund – Revenues & Expenditures

*Statement of Financial Position, page 8*

- ℓ Consolidated Statement of Financial Position

*Capital Budget, pages 9-11*

- ℓ 2022/23 Capital budget with actual and committed costs

*Tax Rates, pages 12-13*

- ℓ General
- ℓ Mandatory Provincial Contribution Area Rate
- ℓ Community Support Area Rate

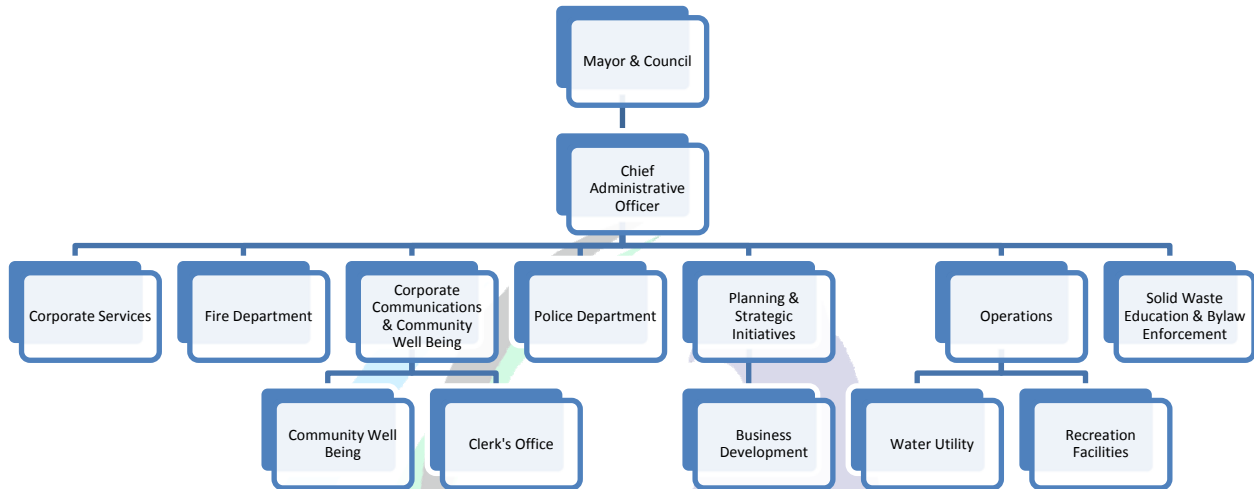
*Other Rates, pages 14 - 15*

- ℓ Deed Transfer Tax
- ℓ Uniform Charge – Solid Waste
- ℓ Sewer Rates
- ℓ Uniform Charge – Wastewater Treatment Facility
- ℓ Water Utility Rates

Quarterly financial reporting follows the fiscal year of the municipality which is April 1 through March 31.

## ORGANIZATIONAL STRUCTURE

Below is the organizational structure of the Town of Amherst with a brief description of each departments responsibilities.



### Corporate Services

- ✔ Finance / Accounting
- ✔ Human Resources & Customer Service
- ✔ Procurement
- ✔ Information Services Management

### Fire Department

- ✔ Fire Rescue
- ✔ Hazmat

### Corporate Communications & Community Well Being

- ✔ Corporate Communications
- ✔ Clerk's Office
  - Council & Committee Liaison
  - Records Management
- ✔ Community Well Being
  - ✔ Wellness
  - ✔ Programming
  - ✔ Community Events
  - ✔ Tourism

### Solid Waste Education & Bylaw Enforcement

- ✔ Building Inspection
- ✔ Unsanitary Premises
- ✔ Solid Waste Education

### Police Department

- ✔ Crime
- ✔ Major Crime
- ✔ Street Crime
- ✔ Crime Prevention
- ✔ Community Partnerships

### Planning & Strategic Initiatives

- ✔ Planning / Development
- ✔ Strategic Initiatives / Projects
- ✔ Inspections / Permits

### Business Development

- ✔ Investment Attraction
- ✔ Business Retention Expansion

### Operations

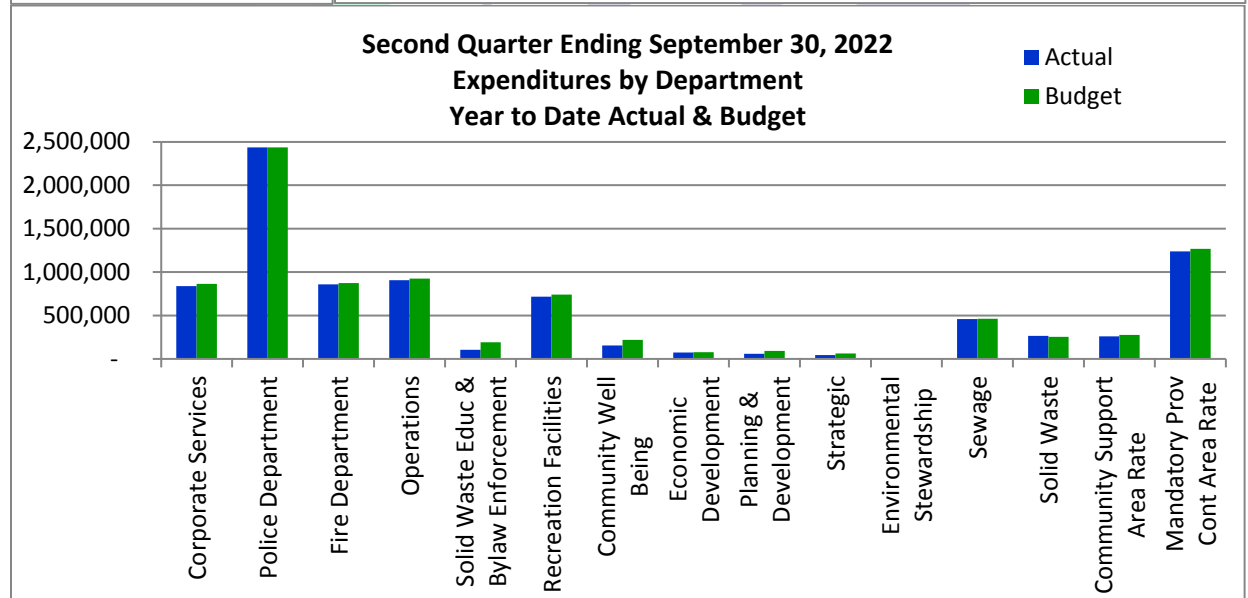
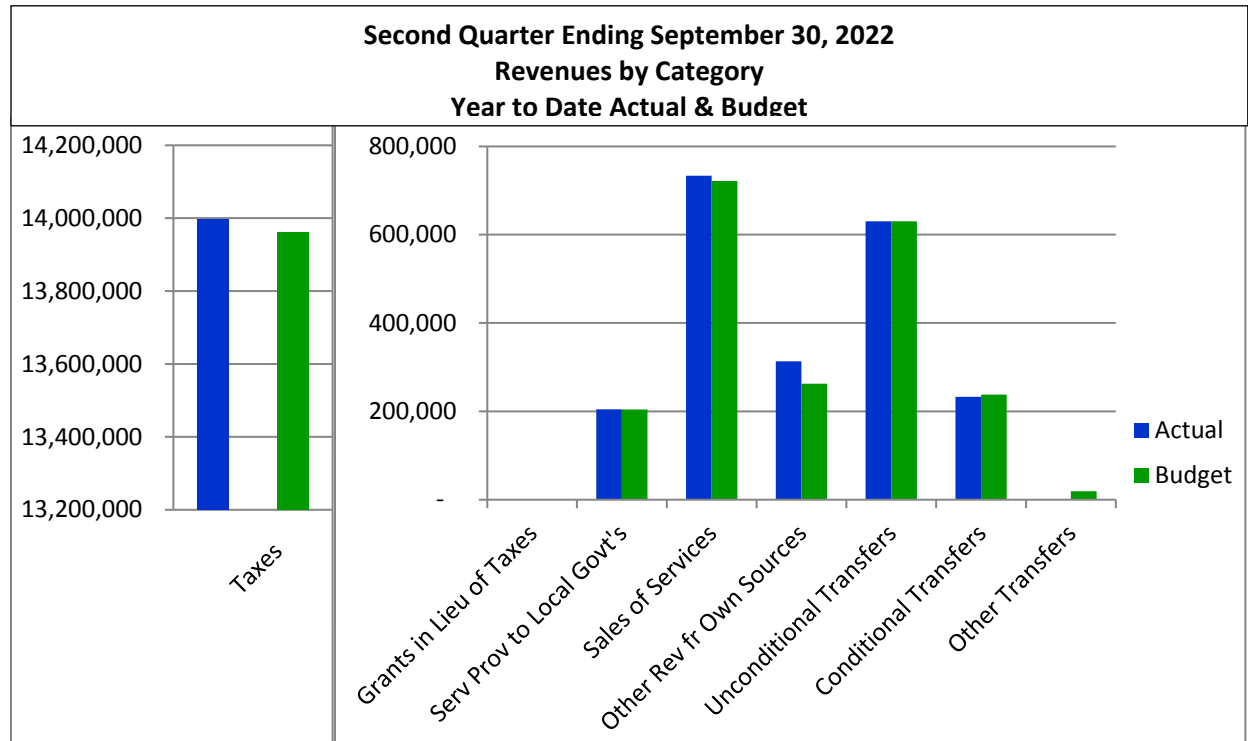
- ✔ Solid Waste
- ✔ Engineering
- ✔ Public Works
- ✔ Sewer
- ✔ Water

### Recreation - Facilities

- ✔ Stadium
- ✔ Parks / Playgrounds
- ✔ Robbs

COMMENTARY

Six months into the 2022/23 fiscal year the general operating fund has a surplus of \$404,138 compared to budget. The Town’s operating revenues are \$16,111,639 compared to the budgeted amount of \$16,038,106. The Town’s expenditures at the end of the second quarter are \$8,410,987 compared to the budgeted amount of \$8,741,592.



SCHEDULE OF OPERATIONS

**Town of Amherst**  
**Schedule of Operations - General Operating Fund**  
**For the Six Months Ended September 30, 2022**

	2021/22 Actual	2022/23 Actual	2022/23 Budget	2022/23 Variance
<b>Revenues</b>				
Taxes	\$ 13,619,292	\$ 13,997,426	\$ 13,962,613	\$ 34,813
Grants in Lieu of Taxes	24,460	-	-	-
Services Provided to Other Local Govt	197,461	204,522	204,387	135
Sales of Services	718,519	733,361	721,528	11,833
Other Revenue from Own Sources	226,597	313,216	262,487	50,729
Unconditional Transfers	630,192	630,192	630,191	1
Conditional Transfers	170,388	232,922	237,900	- 4,978
Other Transfers	-	-	19,000	- 19,000
<b>Total Revenues</b>	<u>15,586,909</u>	<u>16,111,639</u>	<u>16,038,106</u>	<u>73,533</u>
<b>Expenditures</b>				
Wages & Benefits	4,472,463	4,515,969	4,762,290	- 246,321
Administrative Costs	325,556	375,797	388,456	- 12,659
Building & Facility Costs	345,649	361,521	367,847	- 6,326
Vehicle & Equipment Costs	167,906	211,406	179,181	32,225
Materials & Supplies	196,976	228,932	216,686	12,246
Grants to Organizations	193,538	134,946	121,908	13,038
Other Municipal Costs	456,460	548,277	570,212	- 21,935
Fiscal Services	1,773,284	1,647,348	1,655,004	- 7,656
Fire Protection Charge	353,272	363,054	363,057	- 3
Tax Exemptions	136,057	123,642	135,102	- 11,460
Cost Recovery	- 111,888	- 99,905	- 18,151	- 81,754
<b>Total Expenditures</b>	<u>8,309,273</u>	<u>8,410,987</u>	<u>8,741,592</u>	<u>- 330,605</u>
<b>Surplus</b>	<u>7,277,636</u>	<u>\$ 7,700,652</u>	<u>\$ 7,296,514</u>	<u>\$ 404,138</u>

SCHEDULE OF OPERATIONS (cont'd)

**Town of Amherst**  
**Schedule of Operations - General Operating Fund**  
**Departmental and Mandatory Expenditures**  
**For the Six Months Ended September 30, 2022**

	2021/22 Actual	2022/23 Actual	2022/23 Budget	2022/23 Variance
<b>Departmental Expenditures</b>				
Corporate	\$ 927,268	\$ 838,371	\$ 864,426	-\$ 26,055
Police	2,322,016	2,434,693	2,435,878	-
Fire	841,082	858,076	872,948	-
Operations	994,846	906,863	924,539	-
Solid Waste Educ & Bylaw Enforcement	51,133	105,446	191,103	-
Recreation Facilities	677,185	716,639	741,069	-
Community Well Being	174,805	153,947	218,378	-
Economic Development	61,448	72,937	78,155	-
Planning & Development	63,073	58,285	92,475	-
Environmental Stewardship	-	-	-	-
Strategic	-	43,350	62,039	-
Sewage	394,457	458,535	462,244	-
Solid Waste	266,366	265,187	253,504	-
Community Support Area Rate	318,028	259,808	276,773	-
<b>Total Departmental Expenditures</b>	<u>7,091,707</u>	<u>7,172,137</u>	<u>7,473,531</u>	<u>- 301,394</u>
<b>Mandatory Expenditures</b>				
Assessment Services	57,277	56,019	56,019	-
Corrections	54,828	54,076	55,376	-
Housing	246,897	263,502	291,411	-
Education	814,914	821,604	821,606	-
Regional Library	43,650	43,649	43,649	-
<b>Total Mandatory Expenditures</b>	<u>1,217,566</u>	<u>1,238,850</u>	<u>1,268,061</u>	<u>- 29,211</u>
<b>Grand Total Expenditures</b>	<u>\$ 8,309,273</u>	<u>\$ 8,410,987</u>	<u>\$ 8,741,592</u>	<u>-\$ 330,605</u>

SCHEDULE OF OPERATIONS (cont'd)

Compared to budget, the Water Operating Fund is showing a surplus of \$44,454 at the end of the second quarter. Revenues are over budget by \$24,985 and expenditures are under budget by \$19,469.

**Town of Amherst**  
**Schedule of Operations - Water Operating Fund**  
**For the Six Months Ended September 30, 2022**

	2021/22 Actual	2022/23 Actual	2022/23 Budget	2022/23 Variance
<b>Revenues</b>				
Sale of Services	\$ 1,447	\$ 8,321	\$ 8,300	\$ 21
Interest on o/s Water A/R	3,485	3,844	2,250	1,594
Misc Rev & Inc fr Other Non Utility	75	350	365	-
Metered Sales	619,359	724,183	700,795	23,388
Flat Rate Sales	83,825	81,052	81,052	-
Bulk Water Sales	11,550	5,850	5,850	-
Fire Protection	454,207	466,784	466,787	-
Private Hydrants	10,250	4,500	4,500	-
Sprinkler Service	14,300	-	-	-
<b>Total Revenues</b>	<b>1,198,498</b>	<b>1,294,884</b>	<b>1,269,899</b>	<b>24,985</b>
<b>Expenditures</b>				
Wages & Benefits	374,587	371,706	381,307	-
Administrative Costs	39,167	40,479	42,337	-
Building & Facility Costs	143,083	143,373	145,185	-
Vehicle & Equipment Costs	18,319	37,674	32,649	5,025
Materials & Supplies	67,084	107,682	111,156	-
Other Municipal Costs	145,118	127,048	134,797	-
Fiscal Services	25,728	71,876	71,876	-
<b>Total Expenditures</b>	<b>813,086</b>	<b>899,838</b>	<b>919,307</b>	<b>- 19,469</b>
<b>Surplus</b>	<b>\$ 385,412</b>	<b>\$ 395,046</b>	<b>\$ 350,592</b>	<b>\$ 44,454</b>

STATEMENT OF FINANCIAL POSITION

**Town of Amherst**  
**Consolidated Statement of Financial Position**  
**As at September 30, 2022**

	<b>As at September 30, 2022</b>	<b>As at September 30, 2021</b>
<b>Financial Assets</b>		
Cash and cash equivalents	\$ 16,314,451	\$ 13,869,033
Receivables	<u>3,308,076</u>	<u>2,942,531</u>
	<u>19,622,527</u>	<u>16,811,563</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	2,281,211	2,145,071
Deferred revenue	444,245	409,184
Long term debt	<u>7,817,929</u>	<u>8,368,608</u>
	<u>10,543,385</u>	<u>10,922,863</u>
<b>Net assets (debt)</b>	<u>9,079,142</u>	<u>5,888,700</u>
<b>Non-financial assets</b>		
Prepaid expenses	52,904	32,509
Inventories of supplies	97,028	94,174
Deferred grant - solar garden	238,462	244,587
Capital assets (net of accumulated amortization)	<u>64,576,327</u>	<u>64,769,621</u>
Capital work in progress	<u>735,490</u>	<u>251,986</u>
	<u>65,700,212</u>	<u>65,392,877</u>
<b>Accumulated surplus</b>	<u>\$ 74,779,354</u>	<u>\$ 71,281,578</u>

CAPITAL BUDGET

Town of Amherst Capital Budget - 2022/23 Projects	Total Actual Committed & WIP Costs at September 30, 2022	2022/23 Budget
<b>WATER CAPITAL BUDGET</b>		
Wellfield Generator <i>(carry over)</i>	30,738	240,000
New Dump Truck <i>(carry over)</i>	-	175,000
Water Meter Reading Handheld Device <i>(carry over)</i>	14,017	15,000
Fire Hydrant Replacement <i>(carry over)</i>	11,753	12,500
Water Meter Replacement <i>(carry over)</i>	11,262	12,500
Beacon Street - water main replacement	7,045	215,000
West Victoria Street ~ CNR to Hickman - water main replacement <i>[contingent on grant funding]</i>	-	820,400
McCully Street Booster Station - study & design	-	50,000
Inline Turbidimeters for PRV Chambers	20,777	40,000
New Service Truck	-	55,000
Street Sweeper/Hydro Excavator (20% water, 80% general)	76,296	76,300
Future Project Design Costs	-	
Future Project Design Costs - Dale Street	2,013	30,000
Future Project Design Costs - Queen Street	5,230	
Future Project Design Costs - York Street	5,837	
Fire Hydrant Replacement	12,869	12,500
Water Meter Replacement	-	12,500
Acoustic Water Leak Detector	10,428	11,000
<b>WATER CAPITAL BUDGET TOTAL</b>	<b>208,264</b>	<b>1,777,700</b>
<b>GENERAL CAPITAL BUDGET</b>		
<b>EQUIPMENT</b>		
New Backhoe - sewer	120,174	198,000
New Street Sweeper (80% general, 20% water)	305,184	305,200
Server replacement (Town Hall)	19,191	19,200
LED Lighting upgrade	-	670,000
Electric Vehicle Charging Station (Qty - 2) - Level 2	13,197	23,000
Subtotal	<b>457,746</b>	<b>1,215,400</b>
<b>BUILDINGS / LAND</b>		
Solar for Community Buildings - WWTF <i>(carry over)</i>	406	198,905
Solar for Community Buildings - Reservoir property <i>(carry over)</i>	825	198,905
Works Garage - Security Doors <i>(carry over)</i>	18,803	15,000
Video Conference System for 5 Ratchford Street <i>(carry over)</i>	-	12,000
Industrial Park Directory Sign Replacement <i>(carry over)</i>	-	25,000
Library Door Replacement	-	35,000
Town Hall - New Roof	-	135,000
Works Garage - Heating / Cooling	-	50,000
Flag Pole (new - possibly 4th pole in front of YMCA)	2,950	6,000
Land Purchase	-	100,000
Land Sale	2,098	-
Subtotal	<b>25,082</b>	<b>775,810</b>

CAPITAL BUDGET (cont'd)

Town of Amherst Capital Budget - 2022/23 Projects	Total Actual Committed & WIP Costs at September 30, 2022	2022/23 Budget
<b>LARGE MULTI - CATEGORY PROJECTS</b>		
West Victoria Street ~ CNR to Hickman - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street, curb, sidewalk <i>[contingent on grant funding]</i>	-	1,523,600
Russell Street - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street <i>[contingent on grant funding]</i>	-	720,000
Beacon Street ~ Croft to Church - street, sanitary sewer, storm sewer, curb	17,229	225,000
Boylston Avenue ~ Milford to Elmwood - asphalt overlay, curb and storm sewer (corrugated)	12,659	210,000
Mitchell Court - asphalt overlay (widen) and curb	-	120,000
Future Project Design Costs	-	
Future Project Design Costs - Dale Street	3,907	
Future Project Design Costs - Queen Street	10,159	30,000
Future Project Design Costs - York Street	11,331	
Subtotal	<u>55,285</u>	<u>2,828,600</u>
<b>STREETS</b>		
Chandler Road (O)	-	60,000
Harding Avenue (O)	2,190	80,000
McCully Street ~ Anson to CNR Mainline (CM)	30,660	128,000
Brownell Avenue (O)	1,460	45,000
Dale Street ~ Eddy to North Adelaide (O)	1,460	35,000
Rosewood Drive ~ Kimberly Court to Pinehurst (O)	2,190	40,000
Davison Street ~ Dickey to Queen (O)	2,026	20,000
Prince Arthur ~ Church to Acadia (CM)	19,867	105,000
Subtotal	<u>59,853</u>	<u>513,000</u>
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>		
<b>SIDEWALKS</b>		
Dickey Brook Trail ~ Donald to Charles - Gravel Trail (Active Transportation Plan) (Town Crew) <i>(carry over)</i>	6,822	10,000
Willow Street Trail - East to Abbey - Gravel Trail (Active Transportation Plan) (Town Crew) <i>(carry over)</i>	28,557	50,000
Albion Street ~ west side from Clinton to Highland Village	13,396	45,000
Regent Street ~ Elmwood to Spring (new)	25,662	23,000
Subtotal	<u>74,437</u>	<u>128,000</u>
<b>STORM/SANITARY SEWER</b>		
Willow Street Trail - East to Abbey (under new trail) - new sanitary sewer main (Town Crew) <i>(carry over)</i>	46,158	50,000
Racetrack Rd. Lift Station - Wet Well Wizard	14,260	15,000
Storm Water Management Plan	-	50,000
Subtotal	<u>60,418</u>	<u>115,000</u>

CAPITAL BUDGET (cont'd)

Town of Amherst Capital Budget - 2022/23 Projects	Total Actual Committed & WIP Costs at September 30, 2022	2022/23 Budget
<b>FIRE DEPARTMENT</b>		
Fire Station Bldg Repairs - Repair floor and wall finishes in south entrance <i>(carry over)</i>	976	7,000
Fire Station Bldg Repairs - Replace the two main exterior entrances <i>(carry over)</i>	15,969	18,000
Fire Suppression Hose (set #1) - replacement <i>(carry over)</i>	-	52,000
Fire Truck - replace Ladder 4 - Aerial device	2,084,677	1,600,000
Air Compressor - replacement (Station unit)	-	20,000
Structural firefighting bunker gear (6-9 sets) - replacement	-	22,000
Fire suppression hose (Set # 2) - replacement	51,564	30,000
Fit Testing System	-	12,000
Subtotal	<u>2,153,186</u>	<u>1,761,000</u>
<b>POLICE DEPARTMENT</b>		
Ballistic Plates - Hard Body Armour - Carbine - 15 sets <i>(carry over)</i>	19,785	21,000
Smart Board - Community Room <i>(carry over)</i>	26,679	27,000
Patrol Vehicle #3	64,556	65,000
APD HVAC	-	18,000
APD In House Camera Systems and Adjustments	-	8,500
Treadmill	6,569	8,000
Subtotal	<u>117,589</u>	<u>147,500</u>
<b>RECREATION</b>		
Vehicle - Car/SUV for Community Wellbeing Team <i>(carry over)</i>	25,086	25,000
New Outdoor Skating Rink / Tourist Center / Market / Take Out Seating <i>(carry over)</i>	-	200,000
Zero Turn Grass Catcher <i>(carry over)</i>	9,081	10,000
Brine Pump - Stadium <i>(carry over)</i>	11,700	20,000
Cenotaph Renovations <i>(carry over)</i>	40,987	40,000
Truck (1/2 Ton) - to replace Ranger #2	-	40,000
Decorative Lighting	23,389	25,000
Beacon Street Park - Sponge Surface Repair	-	20,000
Dickey Park - Accessible Pathway (East Pleasant to Splash Pad)	24,521	28,400
Lions Park - Accessible Pathway (Hill Street to Play Structures)	6,570	31,000
Elmwood Drive Park - Accessible Entrance (Elmwood Drive to washrooms and food pantry)	6,570	8,000
Beacon Park - Accessible Pathway (Beacon Street to Play Structure)	-	5,000
Robb Complex - Replace Roof Main Building	-	10,000
Rotary Park - Play Equipment Replacement	-	40,000
Self Watering Planters	-	17,000
Community Events Trailer	8,645	15,000
Zero Turn Replacement c/w grass catcher	-	35,000
Robbs Lighting	-	200,000
Dog Park (Dickey Park - small dogs area)	8,685	20,000
Skate Park Upgrades (sun shelter and drinking fountain)	7,731	10,000
Subtotal	<u>172,965</u>	<u>799,400</u>
<b>GENERAL CAPITAL BUDGET TOTAL</b>	<b>3,176,561</b>	<b>8,283,710</b>
<b>GRAND TOTAL WATER &amp; GENERAL CAPITAL BUDGETS</b>	<b>3,384,826</b>	<b>10,041,410</b>

## TAX RATES

There are three different tax rates: general, mandatory provincial contribution area rate and the community support area rate. These tax rates are established annually for residential, commercial and resource properties. Tax bills are issued bi-annually. The interim billing is 50% of the total prior year's bill and was due May 31, 2022. The final billing takes into consideration the accounts new assessment, the current year tax rate and uniform charges then deducting the interim billing. The final bill was due September 30, 2022.

### Tax Rates

1. General – this rate is used to pay for services provided by the Town to residents of the Town. These services include; fire, police, planning, transportation and public works, economic development, recreation, as well as internal services performed by the Corporate Services department. The general operations rate remained the same for fiscal 2022/23.
2. Mandatory Provincial Contributions Area Rate - the cost for provincial services the province charges the municipality for. Any changes in these costs are mandated by the Province and passed on to the municipalities to collect on their behalf. The Mandatory Provincial Contribution Area Rate remained the same for fiscal 2022/23. This rate includes the following provincial services:
  - ② Education
    - ② The Town is required to provide funding to the Chignecto Central Regional Centre for Education under the Education Act. This mandatory education contribution is set by the Province of Nova Scotia and is based on the Town's share of the Uniform Assessment.
  - ② Property Valuation Services Corporation (Assessment)
    - ② The Town is required to provide funding to pay a share of the cost of operating the provincial assessment system. The Town pays a portion of the total Property Valuation Services Corporation costs, based on the Town's share of the Uniform Assessment and the Town's share of assessment accounts across the province.
  - ② Correction Services
    - ② The Town is required to make a mandatory contribution to the province to fund the cost of correctional services. The contribution is set by the Province of Nova Scotia and is based on the Town's share of the Uniform Assessment and the Town's share of dwelling units across the province.

TAX RATES (cont'd)

🌿 Housing

🌿 The Cobequid Housing Authority administers and manages public non-profit housing for seniors and families on low incomes within the Town. The Town is required to fund a portion of the prior year deficit of the Cobequid Housing Authority annually.

🌿 Regional Library

🌿 The Town is required to fund the Cumberland Public Library pursuant to a formula determined by the Province of Nova Scotia. The Town does not share in any surplus or deficits. In addition, the Town provides funds for the operating and maintenance of the library building which is included in the General Rate.

3. Community Support Area Rate – a rate that provides funding for services that, in the opinion of Council, provide support to the community. In 2022/23 the Community Support Area Rate remained the same as the prior year. These include support to the following organizations/events:

🌿 Grants to Organizations

🌿 'A' Fresh Start Grants

🌿 Youth Free Ice Time

🌿 Cumberland YMCA

🌿 Tax Exemption Policy

🌿 Tax Reduction Policy

🌿 Community Events

In summary, all tax and area rates are per \$100 of Assessment. The rates are as follows:

Residential / Resource	<u>2021/22</u>	<u>2022/23</u>
🌿 Residential / Resource Tax Rate	\$1.197	<b>\$1.197</b>
🌿 Mandatory Provincial Contributions Area Rate	\$0.402	<b>\$0.402</b>
🌿 Community Support Area Rate	<u>\$0.071</u>	<u><b>\$0.071</b></u>
Total Residential / Resource Rates	\$1.670	<b>\$1.670</b>
Commercial	<u>2021/22</u>	<u>2022/23</u>
🌿 Commercial Tax Rate	\$3.997	<b>\$3.997</b>
🌿 Mandatory Provincial Contributions Area Rate	\$0.402	<b>\$0.402</b>
🌿 Community Support Area Rate	<u>\$0.071</u>	<u><b>\$0.071</b></u>
Total Commercial Rates	\$4.470	<b>\$4.470</b>

OTHER RATES

1. Deed Transfer Tax

When land/property is sold a Deed Transfer Tax (DTT) may be applicable. The Deed Transfer Tax rate is set by the Town and the DTT payable is calculated based on the sale price of the property. Deed Transfer Tax is collected on behalf of the Town through the Land Registration Office when the deed is registered/recorded.

For the 2022/23 fiscal year the deed transfer tax will remain the same at 1.25%.

2. Uniform Charge

Solid Waste Management Uniform Charge

This uniform charge is levied on each dwelling unit within the boundaries of the Town of Amherst in residential premises with less than four such dwelling units.

The uniform charge for 2022/23 to be levied is \$185 (2021/22 - \$185).

3. Sewer Rates

Effective April 1, 2015 there was a sewer base charge added to the metered quarterly bills. This new base charge was implemented because of the removal of the uniform charge for the wastewater treatment facility. Sewer services in the Town of Amherst are billed through one of the following methods:

Sewer Metered – consumption volume is determined by the Amherst Water Utility

Sewer Consumption Rate (per cubic meter)

Residential - \$0.99 per cubic meter of metered water consumption

Commercial - \$0.49 per cubic meter of metered water consumption

Sewer Base Charges (Quarterly)

Size of Meter

5/8"	\$ 18.00
3/4"	\$ 27.00
1"	\$ 43.75
1.5"	\$ 86.00
2"	\$ 136.25
3"	\$ 271.25
4"	\$ 500.00

Sewer Non-Metered Customers

For non-metered customers in unmetered mobile home parks, the park owner shall pay \$178.53 per dwelling unit per annum.

OTHER RATES (cont'd)

- a. Wastewater Treatment Facility Uniform Charge (this offsets expenses for sewer services for those not charged a sewer base charge).
  - ⌘ As of April 1, 2015 the Town has removed the uniform charge for the Wastewater Treatment Facility for all assessments with the exception of unmetered mobile homes within a land leased community and replaced it with a base charge on the quarterly sewer bill.
  - ⌘ The uniform charge for unmetered mobile homes within a land leased community for 2022/23 to be levied is \$72 (2021/22 - \$72).

4. Water Utility Rates

The Town of Amherst Water Utility is regulated by the Nova Scotia Utility and Review Board (NSUARB). The most recent water rate study was approved by the NSUARB on March 29, 2022. In accordance with the NSUARB Order for the 2022/23 fiscal year, the rates are as follows:

Water Base Charges (Quarterly)	
⌘ Un Metered	\$ 89.72
⌘ Size of Meter	
⌘ 5/8"	\$ 36.95
⌘ ¾"	\$ 53.76
⌘ 1"	\$ 87.39
⌘ 1.5"	\$ 171.47
⌘ 2"	\$ 272.35
⌘ 3"	\$ 541.39
⌘ 4"	\$ 844.05
⌘ 6"	\$1,684.78
⌘ 8"	\$3,029.95

Water Consumption Rate (per cubic meter)  
 ⌘ \$0.828 per cubic meter

The Town of Amherst bills water and sewer together quarterly. The fiscal year quarters are April to June, July to September, October to December and January to March.

Town of Amherst Capital Budget - 2022/23 Projects	Total Actual Committed & WIP Costs at November 2, 2022	2022/23 Budget
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WATER CAPITAL BUDGET		
Wellfield Generator <i>(carry over)</i>	206,721	240,000
New Dump Truck <i>(carry over)</i>	-	175,000
Water Meter Reading Handheld Device <i>(carry over)</i>	14,017	15,000
Fire Hydrant Replacement <i>(carry over)</i>	11,753	12,500
Water Meter Replacement <i>(carry over)</i>	11,262	12,500
Beacon Street - water main replacement	7,231	215,000
West Victoria Street ~ CNR to Hickman - water main replacement <i>[contingent on grant funding]</i>	-	820,400
McCully Street Booster Station - study & design	-	50,000
Inline Turbidimeters for PRV Chambers	31,943	40,000
New Service Truck	65,250	55,000
Street Sweeper/Hydro Excavator (20% water, 80% general)	76,296	76,300
Future Project Design Costs	-	30,000
Future Project Design Costs - Dale Street	2,066	-
Future Project Design Costs - Queen Street	5,368	-
Future Project Design Costs - York Street	5,991	-
Fire Hydrant Replacement	12,869	12,500
Water Meter Replacement	-	12,500
Acoustic Water Leak Detector	10,428	11,000
<b>WATER CAPITAL BUDGET TOTAL</b>	<b>461,194</b>	<b>1,777,700</b>

GENERAL CAPITAL BUDGET		
<b>EQUIPMENT</b>		
New Backhoe - sewer	120,174	198,000
New Street Sweeper (80% general, 20% water)	305,184	305,200
Server replacement (Town Hall)	19,191	19,200
LED Lighting upgrade	-	670,000
Electric Vehicle Charging Station (Qty - 2) - Level 2	13,197	23,000
Sale of assets fees	2,694	-
Subtotal	<b>460,440</b>	<b>1,215,400</b>
<b>BUILDINGS / LAND</b>		
Solar for Community Buildings - WWTF <i>(carry over)</i>	1,106	198,905
Solar for Community Buildings - Reservoir property <i>(carry over)</i>	825	198,905
Works Garage - Security Doors <i>(carry over)</i>	18,803	15,000
Video Conference System for 5 Ratchford Street <i>(carry over)</i>	-	12,000
Industrial Park Directory Sign Replacement <i>(carry over)</i>	-	25,000
Library Door Replacement	-	35,000
Town Hall - New Roof	-	135,000
Works Garage - Heating / Cooling	-	50,000
Flag Pole (new - possibly 4th pole in front of YMCA)	3,371	6,000
Land Purchase	95,344	100,000
Land Sale	2,098	-
Subtotal	<b>121,546</b>	<b>775,810</b>

Town of Amherst Capital Budget - 2022/23 Projects	Total Actual Committed & WIP Costs at November 2, 2022	2022/23 Budget
<b>LARGE MULTI - CATEGORY PROJECTS</b>		
West Victoria Street ~ CNR to Hickman - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street, curb, sidewalk <i>[contingent on grant funding]</i>	-	1,523,600
Russell Street - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street <i>[contingent on grant funding]</i>	-	720,000
Beacon Street ~ Croft to Church - street, sanitary sewer, storm sewer, curb	17,590	225,000
Boylston Avenue ~ Milford to Elmwood - asphalt overlay, curb and storm sewer (corrugated)	13,251	210,000
Mitchell Court - asphalt overlay (widen) and curb	50,095	120,000
Future Project Design Costs	-	30,000
Future Project Design Costs - Dale Street	4,011	-
Future Project Design Costs - Queen Street	10,427	-
Future Project Design Costs - York Street	11,630	-
Subtotal	<u>107,005</u>	<u>2,828,600</u>
<b>STREETS</b>		
Chandler Road (O)	-	60,000
Harding Avenue (O)	2,190	80,000
McCully Street ~ Anson to CNR Mainline (CM)	30,660	128,000
Brownell Avenue (O)	1,460	45,000
Dale Street ~ Eddy to North Adelaide (O)	1,460	35,000
Rosewood Drive ~ Kimberly Court to Pinehurst (O)	2,190	40,000
Davison Street ~ Dickey to Queen (O)	2,026	20,000
Prince Arthur ~ Church to Acadia (CM)	19,867	105,000
Subtotal	<u>59,853</u>	<u>513,000</u>
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>		
<b>SIDEWALKS</b>		
Dickey Brook Trail ~ Donald to Charles - Gravel Trail (Active Transportation Plan) (Town Crew) <i>(carry over)</i>	6,822	10,000
Willow Street Trail - East to Abbey - Gravel Trail (Active Transportation Plan) (Town Crew) <i>(carry over)</i>	28,557	50,000
Albion Street ~ west side from Clinton to Highland Village	13,396	45,000
Regent Street ~ Elmwood to Spring (new)	25,662	23,000
Subtotal	<u>74,437</u>	<u>128,000</u>
<b>STORM/SANITARY SEWER</b>		
Willow Street Trail - East to Abbey (under new trail) - new sanitary sewer main (Town Crew) <i>(carry over)</i>	46,158	50,000
Racetrack Rd. Lift Station - Wet Well Wizard	14,260	15,000
Storm Water Management Plan	-	50,000
Subtotal	<u>60,418</u>	<u>115,000</u>

Town of Amherst Capital Budget - 2022/23 Projects	Total Actual Committed & WIP Costs at November 2, 2022	2022/23 Budget
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Air Compressor - replacement (Station unit)	-	20,000
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Fire suppression hose (Set # 2) - replacement	-	30,000
Fit Testing System	-	12,000
Subtotal	<u>2,153,186</u>	<u>1,761,000</u>
<b>POLICE DEPARTMENT</b>		
Ballistic Plates - Hard Body Armour - Carbine - 15 sets <i>(carry over)</i>	19,785	21,000
Smart Board - Community Room <i>(carry over)</i>	26,715	27,000
Patrol Vehicle #3	64,556	65,000
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APD In House Camera Systems and Adjustments	-	8,500
Treadmill	6,569	8,000
Subtotal	<u>117,625</u>	<u>147,500</u>
<b>RECREATION</b>		
Vehicle - Car/SUV for Community Wellbeing Team <i>(carry over)</i>	25,086	25,000
New Outdoor Skating Rink / Tourist Center / Market / Take Out Seating <i>(carry over)</i>	-	200,000
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Lions Park - Accessible Pathway (Hill Street to Play Structures)	12,549	31,000
Elmwood Drive Park - Accessible Entrance (Elmwood Drive to washrooms and food pantry)	6,570	8,000
Beacon Park - Accessible Pathway (Beacon Street to Play Structure)	-	5,000
Robb Complex - Replace Roof Main Building	-	10,000
Rotary Park - Play Equipment Replacement	-	40,000
Self Watering Planters	15,340	17,000
Community Events Trailer	8,645	15,000
Zero Turn Replacement c/w grass catcher	-	35,000
Robbs Lighting	-	200,000
Dog Park (Dickey Park - small dogs area)	8,685	20,000
Skate Park Upgrades (sun shelter and drinking fountain)	7,813	10,000
Subtotal	<u>194,366</u>	<u>799,400</u>
<b>GENERAL CAPITAL BUDGET TOTAL</b>		
	<u>3,348,877</u>	<u>8,283,710</u>
<b>GRAND TOTAL WATER &amp; GENERAL CAPITAL BUDGETS</b>		
	<u>3,810,071</u>	<u>10,061,410</u>