



Town of Amherst
Audit Committee
Agenda

Date: **Monday, September 9, 2024**
Time: **4:00 pm**
Location: **Council Chambers, Town Hall**

	Pages
1. CALL TO ORDER	
2. TERRITORIAL ACKNOWLEDGMENT	
<p>“I would like to acknowledge that our gathering today is taking place in (MEEG-MA-GEE), the traditional, unceded and ancestral territory of the Mi'kmaw people. I would also like to acknowledge that Nova Scotia has another unique people. These are the Indigenous Blacks of Nova Scotia whose legacy and contributions date back over 400 years predating confederation of this land. We are all treaty people.”</p>	
3. APPROVAL OF AGENDA	
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5. PRESENTATION OF AUDITED FINDINGS LETTER	4 - 5
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8. ACCEPTANCE OF FINANCIAL STATEMENTS	
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11. CAPITAL BUDGET ACTUALS-TO-DATE	65 - 67
12. ADJOURN	

**Town of Amherst
Audit Committee
Minutes**

Date: July 3, 2024
Time: 3:00 pm
Location: Council Chambers, Town Hall

Members Present David Kogon, Council representative, Chair
Charlie Chambers, Council representative
George Baker, Council representative
Hal Davidson, Council Representative
Lisa Emery, Council representative
Leon Landry, Council representative
Rob Small, Citizen representative
Jeff Brennan, Citizen representative

Members Absent Dale Fawthrop, Council representative

Staff Present Jason MacDonald Chief Administrative Officer
Sarah Wilson, Director, Finance
Denise Smith, Financial Services Manager
Natalie LeBlanc, Municipal Clerk

Others Present Cindy Costin-Fury, Mclsaac Darragh Inc. Chartered Professional Accountants

1. **CALL TO ORDER**
Mayor Kogon called the meeting to order.
2. **TERRITORIAL ACKNOWLEDGMENT**
Mayor Kogon gave the Territorial Acknowledgment.
3. **APPROVAL OF AGENDA**
Moved By Councillor Emery
Seconded By Councillor Chambers
That the agenda of the July 3, 2024 Audit Committee meeting be approved as circulated.

Motion Carried

4. **ACCEPTANCE OF MINUTES - March 5, 2024**
Mayor Kogon called for any errors or omissions in the minutes. One amendment was noted to correct the election of Rob Small as Chair to Vice Chair. Mayor Kogon accepted the minutes with this amendment.
5. **AUDIT PLAN COMMUNICATION LETTER**
Cindy Costin-Fury of Mclsaac Darragh Inc. Chartered Professional Accountants presented the Audit Plan Communication Letter, included as part of the agenda package. Information item only.

6. FOURTH QUARTER REPORT

Sarah Wilson presented the fourth quarter report, included as part of the agenda package. Information item only.

7. MUNICIPAL PROFILE FCI RESULTS 2021-22

Sarah Wilson presented the Municipal Profile FCI results for 2021-2022, included in the agenda package. Information item only.

8. ADJOURN

There being no further business, Mayor Kogon adjourned the meeting.

Natalie LeBlanc
Municipal Clerk

David Kogon, MD
Mayor

September 23, 2024

Dr. David Kogon
Chair, Audit Committee
Town of Amherst
5 Ratchford St.
Amherst NS
B4H 4A1

Re: Audit of 2024 Financial Statements

Dear Dr. Kogon,

This letter has been prepared to assist you and the Audit Committee with your review of the audited financial statements of the Town of Amherst for the year ending March 31, 2024. We look forward to discussing with the Committee the matters outlined below.

Audit Status

We have completed the audit of the financial statements, and received

- Evidence of Council's approval of the audited consolidated financial statements,
- Receipt of signed acknowledgement of Management's Responsibility for Financial Reporting,
- Receipt of the representation letter signed by management.

We have dated and signed our auditor's report and final financial statements have been issued.

Significant audit findings

Matters identified during our audit for the year ended March 31, 2024, are outlined below:

- Misstatements, other than trivial errors recorded as a result of the audit:
 - None
- Misstatements, other than trivial errors identified as a result of the audit and not recorded:
 - None
- We did not identify any significant unusual transactions.

- Significant matters affecting the preparation of the financial statements and financial statement disclosures:
 - We did not identify any material change in the preparation process for management estimates or disclosures made in the financial statements.
- Fraud or illegal or possibly illegal acts, other than ones considered inconsequential:
We did not identify:
 - Matters raising questions regarding the honesty and integrity of management.
 - Fraud or suspected fraud involving management, employees, or others
 - Illegal or possibly illegal acts.
- Material weaknesses in internal control:
 - We have not identified material weaknesses in the design or implementation of internal control over financial reporting.
- Related party transactions:
 - We did not identify any related party transactions that are not in the normal course of operations that involve significant judgments made by management concerning measurement or disclosure.

Significant accounting policies are described in Note 1 to the financial statements.

We have not identified:

- The existence of acceptable alternative policies and methods (other than already discussed with management).
 - Any material changes in selection or application of accounting policies.
 - Any accounting policies in controversial or emerging areas.
- Dealings with management:
 - We had no disagreements with management. All auditing, accounting and presentation issues were resolved to our satisfaction.
 - There were no issues in connection with our appointment as auditors.

This communication is prepared solely for your information and is not intended for any other purpose. We accept no responsibility for actions of third parties who use this communication.

Yours truly,

McIsaac Damagh Inc.

CHARTERED PROFESSIONAL ACCOUNTANTS

September 23, 2024

Dr. David Kogon
Mayor, Town of Amherst
98 Victoria Street East
Amherst NS, B4H 1X6

Dear Dr. Kogon and Council,

Our audit is planned and conducted to enable us to express an opinion on the fair presentation of the financial statements of the Town of Amherst ("the Town") for the year ended March 31, 2024. During our audit, an issue came to our attention, and we wish to make you aware of this item.

Capital fundraising - repeat

The Statement of Financial Position includes a balance of \$146,000 in deferred revenue. This represents funds that were raised in 2014 from external donors to be used for the gym enhancement capital project related to the construction of the new West Highlands School. The majority of this project was to be funded by the Province of Nova Scotia (PNS), with the remainder to come from the community fundraising. After completion, the PNS paid for the project in its entirety.

The issue for the Town is two-fold:

- 1) Are the funds to be paid to the PNS; if so, they should be recorded as a payable on the financial statements.
- 2) If the funds are not due to the PNS, the Town must determine how they should be dealt with.

Donated funds intended for a specific purpose are restricted for that use as donors expect their contribution to be used as originally intended. If this purpose is thwarted the Town should confirm with the donors that the funds may be used for an alternate purpose. If permission for an alternate use is not granted by the donor legal advice may be needed. CRA does provide some guidance: [Returning a gift to a donor - Canada.ca](#).

We recommend contacting the PNS to verify if it is expecting the funds raised to be paid to it. If not, confirmation should be received in writing. The Town could then contact the administration of West Highlands School to determine if there is a capital project that could be funded that is consistent with the original intent of the donations. The Town could then decide if they wish to contact the original donors to verify their willingness to support the current project.

Management comments:

Management acknowledges the West Highlands Fundraising monies. Timing constraints have delayed staff from going through the proper channels to determine availability and use of these funds. The Town has not been able to locate a possible letter from the Province indicating that the Town does not owe the funds.

We are providing this letter for your information. A copy of the final letter will be sent to the Department of Municipal Affairs as required under the Municipal Government Act, which also requires responses to any follow-up from the previous year's letter.

As always, we are available should you have any questions on this matter.
Regards,

Mclsaac Darragh Inc.

Mclsaac Darragh Chartered Professional Accountants

cc. Jason MacDonald CAO; Sarah Wilson, Director of Finance

TOWN OF AMHERST

CONSOLIDATED FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

DRAFT



**Town of Amherst
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March 31, 2024**

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The consolidated financial statements of Town of Amherst have been prepared in accordance with Canadian public sector accounting standards. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

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

The Mayor and Council are responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Mayor and Council carry out this responsibility principally through its Audit Committee. The Audit Committee is appointed by the Mayor and Council and meets periodically with management and the Mayor and Council auditors to review significant accounting, reporting and internal control matters. Following its review of the financial statements and discussions with the auditors, the Audit Committee reports to the Mayor and Council prior to its approval of the financial statements. The Committee also considers, for review by the Mayor and Council and approval by the Mayor and Council, the engagement or re-appointment of the external auditors.

The consolidated financial statements have been audited on behalf of the Mayor and Council by McIsaac Darragh Inc. Chartered Professional Accountants. The accompanying Auditor's report outlines their responsibilities, the scope of their examination and their opinion on the Town's consolidated financial statements.

Mr. Jason MacDonald, Chief
Administrative Officer

Ms. Sarah Wilson, Director of Finance

Amherst, NS

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Councillors of the Town of Amherst

Opinion

We have audited the consolidated financial statements of Town of Amherst (the Town), which comprise the consolidated statement of financial position as at March 31, 2024, and the consolidated statements of operations and accumulated surplus, remeasurement gains and losses, change in net assets (debt) and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Town as at March 31, 2024, and the consolidated results of its operations and consolidated cash flow for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

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

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

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

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

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

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

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

(continues)

Independent Auditor's Report to the Mayor and Councillors of the Town of Amherst (*continued*)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Amherst, Nova Scotia

CHARTERED PROFESSIONAL ACCOUNTANTS

Town of Amherst
Consolidated Statement of Financial Position

As at March 31, 2024

	<u>2024</u>	<u>2023</u>
Financial assets		
Cash and cash equivalents (Note 4)	\$ 10,850,162	\$ 13,341,507
Taxes receivable, net of valuation allowance (Note 5)	737,027	726,533
Other receivables (Note 6)	1,583,967	1,289,992
	<u>13,171,156</u>	<u>15,358,032</u>
Liabilities		
Accounts payable and accrued liabilities (Note 8)	2,297,726	1,979,848
Prepayment of taxes	442,559	408,782
Deferred revenue (Note 9)	1,357,235	1,096,281
Long term debt (Note 10)	5,739,677	7,034,386
Pension liability (Note 11)	419,300	558,700
	<u>10,256,497</u>	<u>11,077,997</u>
Net financial assets	<u>2,914,659</u>	<u>4,280,035</u>
Non-financial assets		
Prepaid expenses	109,802	114,791
Inventories of supplies	104,654	106,117
Tangible capital assets, net of accumulated amortization (Note 13)	67,938,215	65,182,318
	<u>68,152,671</u>	<u>65,403,226</u>
Accumulated surplus	<u>\$ 71,067,330</u>	<u>\$ 69,683,261</u>
Commitments (Note 14)		
Contingencies (Note 15)		

On Behalf of the Town of Amherst

Mayor

Chief Administrative Officer

Town of Amherst
Consolidated Statement of Operations and Accumulated Surplus
For the year ended March 31, 2024

	(Note 22) Budget 2024	Actual 2024	Actual 2023
Revenues			
Taxes	\$ 15,219,117	\$ 15,466,266	\$ 13,917,779
Grants in lieu of taxes	280,638	281,675	262,184
Service to other governments	270,071	260,303	221,732
Sale of services	3,131,244	3,083,950	3,130,753
Other revenue from own sources	744,991	1,334,598	934,098
Unconditional transfers from government	1,260,382	1,260,382	1,260,382
Conditional transfers from government	5,511,651	1,825,719	1,294,618
Other (Note 18)	-	139,400	165,700
Total revenues	26,418,094	23,652,293	21,187,246
Expenditures			
General government services	2,907,478	2,795,757	2,635,886
Protective services - Police	5,175,580	5,153,871	4,899,665
Protective services - Fire & Inspection	1,484,001	1,539,192	1,419,319
Transportation services	3,190,127	3,221,510	2,973,409
Environmental health services	2,555,493	2,552,300	2,153,714
Public health services	325,000	313,144	263,502
Environmental development services	492,113	454,836	336,199
Recreation and cultural services	2,598,188	2,613,332	2,334,483
Education	1,733,956	1,711,188	1,643,208
Water utility	2,034,727	1,913,094	1,905,649
Total expenditures	22,496,663	22,268,224	20,565,034
Annual surplus	3,921,431	1,384,069	622,212
Accumulated surplus at beginning of year	69,683,261	69,683,261	69,061,049
Accumulated surplus at end of year	\$ 73,604,692	\$ 71,067,330	\$ 69,683,261

Town of Amherst
Consolidated Statement of Remeasurement Gains and Losses
For the year ended March 31, 2024

	<u>2024</u>	<u>2023</u>
Accumulated remeasurement gains and (losses) at beginning of year	\$ -	\$ (1,587)
Unrealized gains (losses) attributable to:		
Portfolio investments	-	1,587
Amounts reclassified to the statement of operations:		
Portfolio investments	-	-
Net remeasurement gains (losses) for the year	<u>-</u>	<u>1,587</u>
Accumulated remeasurement gains and (losses) at end of year	<u>\$ -</u>	<u>\$ -</u>

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Town of Amherst
Consolidated Statement of Change in Net Financial Assets
For the year ended March 31, 2024

	Budget 2024	2024	2023
	<u> </u>	<u> </u>	<u> </u>
Annual surplus	\$ 3,921,431	\$ 1,384,069	\$ 622,212
Acquisition of tangible capital assets (Note 13)	(11,163,547)	(5,756,000)	(3,138,307)
Amortization of tangible capital assets (Note 13)	2,941,224	2,941,224	2,773,663
(Gain) / loss on sale of tangible capital assets	-	58,879	(50,098)
Proceeds on sale of tangible capital assets	-	-	124,736
Write downs of tangible capital assets	-	-	8,054
	<u>(8,222,323)</u>	<u>(2,755,897)</u>	<u>(281,952)</u>
Consumption (acquisition) of supply inventory	-	1,463	(8,308)
Consumption (acquisition) of prepaid expenses	-	4,989	(47,086)
	<u>-</u>	<u>6,452</u>	<u>(55,394)</u>
Net remeasurement gains	-	-	1,587
	<u>-</u>	<u>-</u>	<u>1,587</u>
Change in net financial assets	(4,300,892)	(1,365,376)	286,453
Net assets at beginning of year	4,280,035	4,280,035	3,993,582
	<u>4,280,035</u>	<u>4,280,035</u>	<u>3,993,582</u>
Net financial assets (debt) at end of year	\$ (20,857)	\$ 2,914,659	\$ 4,280,035
	<u>\$ (20,857)</u>	<u>\$ 2,914,659</u>	<u>\$ 4,280,035</u>

Town of Amherst
Consolidated Statement of Cash Flow
For the year ended March 31, 2024

	<u>2024</u>	<u>2023</u>
Operating transactions		
Annual surplus	\$ 1,384,069	\$ 622,212
Change in non-cash items:		
Amortization / depreciation (Note 13)	2,941,224	2,773,663
Decrease (increase) in receivables	(270,692)	1,489,833
Increase (decrease) in payables and accrued liabilities and prepayment of taxes	317,878	(607,446)
Increase (decrease) in deferred revenue	260,954	842,489
Increase (decrease) in pension liability	(139,400)	(165,700)
Increase (decrease) in closure/post closure liability	-	(446,072)
Decrease (increase) in prepaid expenses	4,989	(47,086)
Decrease (increase) in inventory of supplies	1,463	(8,308)
	<u>4,500,485</u>	<u>4,453,585</u>
Capital transactions		
Acquisition of tangible capital assets (Note 13)	(5,756,000)	(3,138,307)
Proceeds from sale of tangible capital assets	-	124,736
(Gain) / loss on sale of tangible capital assets	58,879	(50,098)
Write down of tangible capital assets	-	8,054
	<u>(5,697,121)</u>	<u>(3,055,615)</u>
Investing transactions		
Net remeasurement gains (losses)	-	1,587
Financing transactions		
Long term debt repayment	(1,294,709)	(783,543)
Increase (decrease) in cash and cash equivalents	(2,491,345)	616,014
Cash and cash equivalents beginning of year	<u>13,341,507</u>	<u>12,725,493</u>
Cash and cash equivalents end of year	<u>\$ 10,850,162</u>	<u>\$ 13,341,507</u>

**Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024**

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 of the Chartered Professional Accountants of 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) Basis of accounting

Revenues and expenses are recorded on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they are earned and measurable and expenses as they are incurred and measurable as a result of the receipt of goods or services and the creation of a legal obligation to pay.

b) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net assets 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
- 40.446% of Cumberland Joint Services Management Authority

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

c) Financial Instruments

The Town's financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable, accruals and long term debt. All financial instruments are measured at cost or amortized cost. 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.

d) Cash and Cash Equivalents

For the purposes of the statement of cash flows, cash and cash equivalents consist of cash on hand and balances with banks, net of bank indebtedness, including reserves and restricted cash.

**Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024**

- e) **Deferred revenue**
Certain amounts are received pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services and transactions. These amounts are recognized as revenue in the fiscal year the related expenses are incurred, services are performed or when stipulations are met.
- f) **Employee future benefits**
The Town contributes to multiple pension plans for its employees.
- I. Employees hired before September 2007 are part of a defined benefit plan administered by Manulife Financial which is accounted for using the deferral and amortization approach. The present value of the cost of providing employees with future benefits programs is expensed as employees earn these entitlements through service. The cost of the benefits earned by employees is actuarially determined using the projected cost method pro-rated on service and management's best estimate of retirement ages of employees and expected health care and other costs.
 - II. Employees hired after September 2007 are part of a defined contribution pension plan administered by Manulife Financial. Contributions are expensed when due.
 - III. Employees in the Police Local 104 union are part of a multi-employer defined benefit plan, administered by the Atlantic Police Association, which provides a pension on retirement based on the member's age at retirement and length of service. Contributions are expensed when due.
 - IV. Employees in the Police Local 104 union are provided with sick leave benefits. The cost of non-vesting sick leave benefits is calculated based on management's best estimate.
- g) **Non-Financial Assets**
Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the consolidated change in net financial assets for the year.
- h) **Inventory**
Inventory is valued at the lower of cost and net realizable value. Cost is being determined on a first-in first-out basis.
- i) **Tangible Capital Assets**
Tangible capital assets are recorded at cost. Amortization and depreciation have been recorded as an expense and 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.

Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024

j) **Taxation and related revenue recognition**

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.

k) **Other revenue recognition**

- Other revenue from own sources, including sales of services, is recognized when services are performed and/or when earned as long as amounts can be reasonably estimated and collection is reasonably assured
- Investment income earned on operating funds, capital funds and reserve funds are reported as revenue in the period earned.

l) **Government Transfers**

Conditional and unconditional government transfers are recognized in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria and stipulations have been met, and reasonable estimates of the amounts can be made. Transfers are recognized as deferred revenue when amounts have been received but not all eligibility criteria have been met.

m) **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. The Town relies on estimates to calculate pension liability, sick leave liability, allowance for doubtful accounts, asset retirement obligations, and the amortization and depreciation expense.

n) **Budget**

The budget figures contained in the schedules to the Financial Statements were approved by Council on February 27 and April 24, 2023. Note 22 outlines the original fiscal plan and the adjustments to come to the budget figures shown in these consolidated financial statements.

o) **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*.

Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024

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.

Education

Mandatory education transfers to the Chignecto-Central Regional Centre for Education.

Water utility

Activities related to the operations of the Town of Amherst Water Utility, a 3,520 (2023 – 3,520) customer utility that operates a water treatment plant and related infrastructure.

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 2024 the Town's cash contribution was \$72,600 (2023 - \$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

Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024

in order to strengthen Cumberland County by removing barriers to business and connecting businesses with the resources they need to be successful.

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 2024 was \$313,144 (2023 - \$263,502).

Cumberland Public Libraries

During the year, the Town of Amherst paid \$93,300 (2022 - \$87,299) to the Cumberland Public Libraries. The Town of Amherst does not share in any surplus or deficits.

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 2024 the education contribution was \$1,711,188 (2023 - \$1,643,208).

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 2024 the Town of Amherst paid \$106,463 (2023 - \$108,150) to the Province for correctional services.

Assessment Services Contribution

The Town of Amherst is required to contribute to Property Valuation Services Corporation based on a formula calculation. For 2024 the assessment services contribution was \$109,994 (2023 - \$112,038).

4. CASH AND CASH EQUIVALENTS

	<u>2024</u>	<u>2023</u>
Bank	\$ 7,782,685	\$ 10,104,308
Restricted Cash		
Water Capital	1,964,815	1,886,723
Tax sale surplus	144,641	144,641
Canada Community Building Fund	153,323	439,545
Sustainable Services Growth Fund	804,698	766,290
	<u>\$ 10,850,162</u>	<u>\$ 13,341,507</u>

Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024

5. TAXES RECEIVABLE

	<u>2024</u>	<u>2023</u>
Beginning balance, taxes receivable	\$ 726,533	\$ 486,604
Tax levy - current year	15,476,888	13,760,602
Cash receipts and adjustments	(14,833,137)	(12,902,232)
Exemptions	(619,327)	(560,334)
Interest	132,355	116,929
Ending balance, taxes receivable	<u>883,312</u>	<u>901,569</u>
Valuation allowance	<u>(146,285)</u>	<u>(175,036)</u>
Total	<u>\$ 737,027</u>	<u>\$ 726,533</u>

6. OTHER RECEIVABLES

	<u>2024</u>	<u>2023</u>
Federal	\$ 192,075	\$ 198,919
Provincial	504,077	201,665
Other Local Government	70,933	32,969
Other:		
Sewer Operating	319,957	308,124
Water Operating	375,490	360,837
Miscellaneous	225,254	280,917
CJSMA	34,565	34,565
Valuation allowance	<u>(138,384)</u>	<u>(128,004)</u>
Total	<u>\$ 1,583,967</u>	<u>\$ 1,289,992</u>

7. 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 7.20% at March 31, 2024. No amounts were drawn as at March 31, 2024

**Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024**

8. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2024</u>	<u>2023</u>
Trade accounts payable	\$ 753,834	\$ 550,240
Other local government	72,294	8,854
Accrued wages & benefits	1,040,285	1,007,387
Accrued debenture interest	71,465	93,934
Accrued liabilities	215,207	174,792
Tax sale surplus	144,641	144,641
Total	\$ 2,297,726	\$ 1,979,848

Sick leave liability - The Town's employees in the Police Local 104 union earn sick leave per year at the rate of 12 hours for every 173.3 hours worked or 144 hours per year. Maximum accumulation of sick leave is 1,560 hours. Upon termination, the balance is not paid out. The accrued sick leave liability has been estimated based on management's estimate of the future use of accumulated sick time at year end. The estimated balance of \$125,000 is included in accrued liabilities (2023 - \$125,000).

Tax sale surplus - The Municipal Government Act requires a twenty year holding period for maintaining these funds in trust. The earliest any of these would be brought into revenue is anticipated to be 2028.

9. DEFERRED REVENUE

	March 31, 2023	Receipts	Recognized as revenue	March 31, 2024
Grants - capital	\$ 803,790	\$ 1,469,424	\$ (1,244,949)	\$ 1,028,265
Grants - operating	60,778	9,341	-	70,119
Fundraising	146,437	-	-	146,437
Other	85,276	213,597	(186,459)	112,414
Total	\$1,096,281	\$ 1,692,362	\$ (1,431,408)	\$ 1,357,235

Capital grants are received from the Province of NS and are to be used by the Town for specific for capital projects.

Operating grants are received from the Province of NS and are to be used by the Town for specific operating projects.

Deferred fundraising consists of funds received by the Town of Amherst that are restricted by the donors to be used on capital projects.

Included in other are a number of small individual restricted grants and programs.

Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024

10. LONG TERM DEBT – PRINCIPAL BALANCE OUTSTANDING

	Interest rate - %	Matures	Balance March 31/23	Issued	Redeemed	Balance March 31/24
General Capital						
Municipal Finance Corporation						
28A-1	3.100 - 5.480	2024	\$ 688,610	\$ -	\$ 688,610	\$ -
29A-1	0.900 - 4.939	2025	84,887	-	42,440	42,447
31A-1	1.630 - 4.597	2027	129,510	-	32,378	97,132
33A-1	1.285 - 4.114	2029	2,548,095	-	184,100	2,363,995
36A-1	1.150 - 3.475	2032	1,312,200	-	145,800	1,166,400
38A-1	2.490 - 3.551	2034	565,897	-	51,445	514,452
40A-1	0.4 - 2.809	2037	432,783	-	30,913	401,870
			5,761,982	-	1,175,686	4,586,296
Water Capital						
Municipal Finance Corporation						
29A-1	0.900 - 4.939	2025	\$ 35,772	\$ -	\$ 17,882	\$ 17,890
36A-1	1.150 - 3.475	2032	115,618	-	12,847	102,771
38A-1	2.490 - 3.551	2034	106,332	-	9,667	96,665
39A-1	2.015 - 2.829	2035	113,460	-	9,455	104,005
40A-1	0.4 - 2.809	2037	537,222	-	43,172	494,050
41A-1	0.5 - 2.677	2037	364,000	-	26,000	338,000
			1,272,404	-	119,023	1,153,381
TOTAL			\$ 7,034,386	\$ -	\$ 1,294,709	\$ 5,739,677

Principal repayments during the next five fiscal years are as follows:

	General Capital	Water Capital	Total
2025	\$ 492,883	\$ 119,031	\$ 611,914
2026	\$ 456,436	\$ 101,141	\$ 557,577
2027	\$ 462,734	\$ 101,141	\$ 563,875
2028	\$ 436,758	\$ 101,141	\$ 537,899
2029	\$ 1,795,553	\$ 101,141	\$ 1,896,694

Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024

11. PENSION LIABILITY

Defined benefit pension plan

The Town maintains a defined benefit pension plan, which provides benefits to employees upon retirement who were hired prior to September 11, 2007. The accrued benefit obligation as at March 31, 2024 is based on an actuarial valuation for accounting purposes as at December 31, 2022. The next actuarial valuation for accounting purposes is to be prepared as of December 31, 2025. The accrued benefit obligation has changed due to, among other assumption changes, an increase in the expected long-term rate of return on plan assets, partially offset by an increase in the discount rate. All assets are held in various Manulife Funds.

	Estimated March 31, 2024	Estimated March 31, 2023
Accrued benefit obligation	\$ 14,931,000	\$ 15,177,500
Fair value plan assets	16,090,300	14,901,300
Funded status (plan deficit)	\$ 1,159,300	\$ (276,200)

The significant actuarial assumptions adopted in measuring the Town's accrued benefit obligation as at March 31, 2024 were as follows:

	March 31, 2024	March 31, 2023
Expected long-term rate of return on plan assets	5.65%	5.75%
Rate of compensation increase	2.75%	2.75%
Discount used to determine benefit obligation	5.65%	5.75%

The Post-retirement mortality assumption was based on CPM Mortality Table with generational projection using improvement scale CPM-B.

An actuarial valuation of the pension was performed for accounting purposes using the projected benefit method prorated on service. The unamortized actuarial loss is amortized over the expected average remaining service life ("EARSL") of the employee group; EARSL in 2024 was 3 years (2023 – 4 years).

	March 31, 2024	March 31, 2023
Accrued benefit obligation, net of plan assets	\$ 1,159,300	\$ (276,200)
Unamortized actuarial loss	(1,578,600)	(282,500)
Benefit liability recorded in the Statement of Financial Position	\$ (419,300)	\$ (558,700)

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

Fiscal year	Annual amortization payment
2025	\$ 118,900
2026	\$ 118,900
2027 -2033	\$ 118,900

**Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024**

During the year, the Town contributed \$154,901 (2023 - \$169,280) and employees contributed \$78,431 (2023 - \$81,976) to the plan. Benefit payments for the year totals \$780,400 (2023 - \$1,047,700).

Defined Contribution Pension Plan

The Town and employees each contribute 6% of eligible income to the pension plan. The Town's expense for defined contribution plans for 2024 was \$179,309 (2023 - \$159,201).

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

The Town and employees each contribute 9% of eligible income to a multi-employer defined benefit pension plan. 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 liability of \$7,061,000. There are no special payments required for the Atlantic Police Association pension plan. The Town's expense for multi-employer plans for 2024 was \$257,595 (2023 - \$241,018).

Across all plans, the Town contributed \$684,806 (2023 - \$642,424) to employee pension plans.

12. 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

Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024

13. TANGIBLE CAPITAL ASSETS

Category	Useful Life in Years	Tangible Capital Asset Cost March 31, 2023	Additions and transfers	Disposals	Tangible Capital Asset Cost March 31, 2024	Accumulated Amortization March 31, 2023	Amortization Reduction from Disposal of Asset	Annual Amortization	Accumulated Amortization March 31, 2024	Net Book Value March 31, 2024	Net Book Value March 31, 2023
General Capital											
Land	-	\$ 1,427,866	\$ 539,163	\$ 26,000	\$ 1,941,029	\$ -	\$ -	\$ -	\$ -	\$ 1,941,029	\$ 1,427,866
Land Improvements	20-25	3,346,197	549,244	-	3,895,441	1,846,499	-	98,013	1,944,512	1,950,929	1,499,698
Municipal Buildings	40	13,776,469	331,231	17,752	14,089,948	5,332,731	5,289	315,110	5,642,552	8,447,396	8,443,738
Other Buildings	20-40	1,231,741	-	-	1,231,741	272,347	-	46,706	319,053	912,688	959,394
Wastewater Treatment Facility	50	13,992,599	-	-	13,992,599	2,935,021	-	298,374	3,233,395	10,759,204	11,057,578
Electronic Data Equipment	3-5	1,118,443	57,252	-	1,175,695	829,081	-	92,616	921,697	253,998	289,362
Machinery & Equipment	5-15	4,624,318	539,441	8,079	5,155,680	2,467,880	-	268,661	2,736,541	2,419,139	2,156,438
Vehicles	5-20	3,638,689	2,190,340	-	5,829,029	2,277,285	-	207,074	2,484,359	3,344,670	1,361,404
Streets	15-25	13,600,053	946,850	116,218	14,430,685	6,668,687	104,029	514,788	7,079,446	7,351,239	6,931,366
Sidewalks	25	4,768,999	97,282	64,505	4,801,776	2,483,815	64,488	152,656	2,571,983	2,229,793	2,285,184
Curbs	25	4,293,342	-	-	4,293,342	2,807,031	-	118,450	2,925,481	1,367,861	1,486,311
Traffic & Street Lights	30	2,052,992	-	-	2,052,992	1,104,654	-	64,071	1,168,725	884,267	948,338
Sanitary Sewer Mains	50	6,369,322	-	-	6,369,322	3,664,537	-	100,072	3,764,609	2,604,713	2,704,785
Sanitary Forcemains	50	1,232,434	-	-	1,232,434	572,670	-	24,649	597,319	635,115	659,764
Sanitary Lift Stations	25	3,241,154	43,135	-	3,284,289	2,723,950	-	102,248	2,826,198	458,091	517,204
Storm Sewers	50	7,066,301	79,075	-	7,145,376	3,365,468	-	118,984	3,484,452	3,660,924	3,700,833
Assets Under Construction	-	203,691	(67,775)	-	135,916	-	-	-	-	135,916	203,691
Total		\$ 85,984,610	\$ 5,305,238	\$ 232,554	\$ 91,057,294	\$ 39,351,656	\$ 173,806	\$ 2,522,472	\$ 41,700,322	\$ 49,356,972	\$ 46,632,954

**Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024**

13. TANGIBLE CAPITAL ASSETS (cont'd)

Category	Useful Life in Years	Tangible Capital Asset Cost March 31, 2023	Additions and transfers	Disposals	Tangible Capital Asset Cost March 31, 2024	Accumulated Depreciation March 31, 2023	Depreciation Reduction from Disposal of Asset	Annual Depreciation	Accumulated Depreciation March 31, 2024	Net Book Value March 31, 2024	Net Book Value March 31, 2023
Water Capital											
Land	-	\$ 962,230	\$ 262,560	\$ -	\$ 1,224,790	\$ -	\$ -	\$ -	\$ -	\$ 1,224,790	\$ 962,230
Bldgs, Reservoirs, Wells	40-75	8,171,227	-	-	8,171,227	1,720,376	-	124,800	1,845,176	6,326,051	6,450,851
Electronic Data Equip	5	295,739	-	-	295,739	271,294	-	4,889	276,183	19,556	24,445
Machinery & Equip	5-20	1,096,515	84,167	-	1,180,682	422,160	-	68,554	490,714	689,968	674,355
Vehicles	5	426,796	-	-	426,796	319,442	-	30,411	349,853	76,943	107,354
Water Mains -Town	75	7,470,872	-	-	7,470,872	1,566,406	-	98,586	1,664,992	5,805,880	5,904,466
Water Mains -County	75	5,319,279	-	-	5,319,279	1,446,209	-	70,206	1,516,415	3,802,864	3,873,070
Meters	20-25	441,666	26,264	6,865	461,065	356,690	6,734	6,710	356,666	104,399	84,976
Hydrants	75	596,783	17,828	-	614,611	378,468	-	7,902	386,370	228,241	218,315
Services	50	784,085	-	-	784,085	563,773	-	6,694	570,467	213,618	220,312
Assets Under Construction	-	28,990	59,943	-	88,933	-	-	-	-	88,933	28,990
Total		\$25,594,182	\$ 450,762	\$ 6,865	\$26,038,079	\$ 7,044,818	\$ 6,734	\$ 418,752	\$ 7,456,836	\$18,581,243	\$ 18,549,364

Summary

General Capital	\$ 85,984,610	\$ 5,305,238	\$ 232,554	\$ 91,057,294	\$39,351,656	\$ 173,806	\$ 2,522,472	\$41,700,322	\$ 49,356,972	\$ 46,632,954
Water Capital	25,594,182	450,762	6,865	26,038,079	7,044,818	6,734	418,752	7,456,836	18,581,243	18,549,364
Total	\$111,578,792	\$ 5,756,000	\$ 239,419	\$117,095,373	\$46,396,474	\$ 180,540	\$ 2,941,224	\$49,157,158	\$ 67,938,215	\$ 65,182,318

**Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024**

14. COMMITMENTS

- a) The Town entered into an agreement with Cumberland Business Connector to provide three year of operational funding up to \$85,000 per year plus an additional \$20,000 in-kind contribution by providing office space and accounting support. As of March 31, 2024 there is one year remaining under this agreement.
- b) The Town entered into an agreement with Miller Waste Systems Inc. for solid waste collection until March 31, 2029. The Town committed to paying \$2,525,979 over the 5 year term.
- c) On June 26, 2023, the Town has committed a community support grant to the Lillian Albon Animal Shelter capital campaign in the amount of \$50,000 per year with the final payment in fiscal 2026.
- d) The Town has committed a community support grant to Maggie's Place Youth Centre in the amount of \$33,750 per year with the final payment in fiscal 2025.
- e) Cumberland YMCA operational funding of \$121,210 per year until fiscal 2029. Adjusted annually for CPI.

15. 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, 2024 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.

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.

17. ASSET RETIREMENT OBLIGATION

Asset retirement obligations are legal obligations associated with the retirement of tangible capital assets. As at March 31, 2024 there are no known asset retirement obligations.

18. OTHER REVENUE

	<u>2024</u>	<u>2023</u>
Pension liability adjustment	<u>\$ 139,400</u>	<u>\$ 165,700</u>

**Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024**

19. TRUST FUNDS

The Trust Fund being administered by the Town of Amherst is not consolidated with the accounts of the Town. At March 31, 2024, the equity in the Trust Fund under its trusteeship amounted to \$5,528 (2023 - \$5,277).

	<u>R.H. Smith</u>
Beginning balance April 1, 2023	\$ 5,277
Investment Income	<u>251</u>
Ending balance March 31, 2024	<u>\$ 5,528</u>

20. 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 2024 pro rata share of 40.446% (2023 – 40.446%) of CJSMA is included in these financial statements.

21. 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	\$ 5,233	\$ 210	\$ 523	\$ 47,144
George Baker	Councillor	\$ 25,050	\$ 1,800	\$ -	\$ -	\$ 26,850
Charlie Chambers	Councillor	\$ 25,050	\$ 2,702	\$ 195	\$ 805	\$ 28,752
Hal Davidson	Councillor	\$ 25,050	\$ 3,978	\$ 175	\$ 1,259	\$ 30,462
Lisa Emery	Councillor	\$ 25,050	\$ 3,009	\$ 270	\$ 1,414	\$ 29,743
Dale Fawthrop	Councillor / Deputy Mayor	\$ 26,109	\$ 1,800	\$ -	\$ -	\$ 27,909
Leon Landry	Deputy Mayor / Councillor	\$ 26,664	\$ 6,066	\$ 260	\$ 1,420	\$ 34,410
Jason MacDonald	Chief Administrative Officer	\$ 160,000	\$ 12,435	\$ 1,100	\$ 3,357	\$ 176,892
Total Remuneration and Reportable Expenses		\$ 354,151	\$ 37,023	\$ 2,210	\$ 8,778	\$ 402,162

Town of Amherst
Notes to the Consolidated Financial Statements
For the Year Ended March 31, 2024

22. BUDGET

The Town budgets for rate setting purposes in the general operating fund. Council approved a balanced budget in the general operating fund for Town-wide operations. Council approves separate area rates which may budget for surplus funds, and water utility budgets which have regulated rates. Council also approves separate capital budgets.

The following adjustments reconcile the approved budgets to the financial reporting presentation under Canadian Public Sector Accounting Standards.

Revenue	2024
Town approved general operating	\$ 21,364,858
Town approved general capital	9,080,177
Town approved water operating	2,542,945
Town approved water capital	2,083,370
	35,071,350
Remove inter-fund transactions	(1,093,424)
Remove transfers from reserves for operating	(746,310)
Remove transfers from reserves for capital funding	(4,706,928)
Remove transfers from revenue for capital funding	(911,400)
Remove debt for capital funding	(598,368)
Remove tax exemptions	(596,826)
Revenue budget per consolidated financial statements	\$ 26,418,094
Expenses	
Town approved general operating	\$ 21,364,858
Town approved water operating	2,542,945
	23,907,803
Add amortization for Town operating	2,522,472
Remove inter-fund transactions	(1,093,424)
Remove loan principal repayments	(1,294,709)
Remove reserve appropriations	(37,253)
Remove capital appropriations	(911,400)
Remove tax exemptions	(596,826)
Expense budget per consolidated financial statements	\$ 22,496,663

Budgeted figures are unaudited and have been provided by management for comparison purposes.

23. COMPARATIVE FIGURES

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

Town of Amherst
Consolidated Schedule of Segmented Disclosure
For the year ended March 31, 2024

	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	2024 Total	2023 Total
Revenues														
Property taxes	\$ 4,339,860	\$ 3,886,998	\$ 1,544,214	\$ 1,795,023	\$ 891,932	\$ -	\$ 520,950	\$ 2,487,289	\$ -	\$ -	\$ -	\$ -	\$ 15,466,266	\$ 13,917,779
Grants in lieu of taxes	281,675	-	-	-	-	-	-	-	-	-	-	-	281,675	262,184
Services to other governments	43,432	-	201,871	-	-	-	15,000	-	-	-	-	-	260,303	221,732
Sale of services	182,200	74,719	-	25,007	1,100,131	-	58,807	11,236	-	-	-	-	1,452,100	1,539,179
Other revenue from own sources	711,605	52,832	37,880	105,868	15,100	-	4,520	278,661	-	97,271	65,461	-	1,369,198	968,698
Unconditional transfer from government	-	608,321	242,060	410,001	-	-	-	-	-	-	-	-	1,260,382	1,260,382
Conditional transfers from government	71,710	340,318	45,129	88,237	188,280	-	-	127,468	-	254,748	709,829	-	1,825,719	1,294,618
Other	139,400	-	-	-	-	-	-	-	-	-	-	-	139,400	165,700
Water utility	-	-	-	-	-	-	-	-	-	2,555,675	-	-	2,555,675	2,499,788
Elimination entries	(210,196)	(4,000)	-	(6,600)	-	-	-	-	-	(737,629)	-	-	(958,425)	(942,814)
Total revenues	5,559,686	4,959,188	2,071,154	2,417,536	2,195,443	-	599,277	2,904,654	-	2,170,065	775,290	-	23,652,293	21,187,246
Expenditures														
Salaries, wages and benefits	1,487,248	4,367,042	1,050,407	940,988	508,227	-	283,221	1,265,906	-	759,977	-	-	10,663,016	10,038,735
Operating costs	1,134,162	533,889	1,074,918	1,145,134	1,390,939	313,144	168,372	950,770	1,711,188	920,680	-	-	9,343,196	8,486,777
Elimination entries	-	-	(737,629)	-	(6,600)	-	-	-	-	(214,195)	-	-	(958,424)	(942,814)
Amortization	148,347	216,194	151,496	1,092,796	554,516	-	3,243	355,880	-	418,752	-	-	2,941,224	2,773,663
Interest on long term debt	-	36,746	-	30,387	105,218	-	-	20,234	-	27,749	-	-	220,334	258,771
Total expenditures	2,769,757	5,153,871	1,539,192	3,209,305	2,552,300	313,144	454,836	2,592,790	1,711,188	1,912,963	-	-	22,209,346	20,615,132
Net (gain) / loss on sale of TCA	26,000	-	-	12,205	-	-	-	20,542	-	131	-	-	58,878	(50,098)
Surplus (deficit)	\$ 2,763,929	\$ (194,683)	\$ 531,962	\$ (803,974)	\$ (356,857)	\$ (313,144)	\$ 144,441	\$ 291,322	\$ (1,711,188)	\$ 256,971	\$ 775,290	\$ -	\$ 1,384,069	\$ 622,212

SUPPLEMENTARY SCHEDULES

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Town of Amherst
Schedule of Financial Position - General Operating Fund
As at March 31, 2024

	<u>2024</u>	<u>2023</u>
Financial assets		
Cash and cash equivalents	\$ 3,077,895	\$ 6,172,112
Taxes receivable	737,027	726,533
Other receivables	921,123	911,291
	<u>4,736,045</u>	<u>7,809,936</u>
Liabilities		
Accounts payable and accrued liabilities	1,868,677	1,852,432
Due to own funds	2,375,357	5,541,694
Prepayment of taxes	442,559	408,782
Deferred revenue	328,970	292,491
Pension liability	419,300	558,700
	<u>5,434,863</u>	<u>8,654,099</u>
Net debt	<u>(698,818)</u>	<u>(844,163)</u>
Non-financial assets		
Prepaid expenses	103,202	106,469
Inventories of supplies	51,316	53,994
	<u>154,518</u>	<u>160,463</u>
Accumulated deficit	<u>\$ (544,300)</u>	<u>\$ (683,700)</u>

Town of Amherst
Schedule of Operations - General Operating Fund
For the year ended March 31, 2024

	Budget 2024	Actual 2024	Actual 2023
Revenues			
Taxes	\$ 15,219,117	\$ 15,466,266	\$ 13,917,779
Grants in lieu of taxes	280,638	281,675	262,184
Service to other governments	270,071	260,303	221,732
Sale of services	1,512,123	1,452,099	1,456,338
Other revenue from own sources	779,591	1,206,466	894,194
Unconditional transfers from government	1,260,382	1,260,382	1,260,382
Conditional transfers from government	564,800	580,770	503,779
Total revenues	<u>19,886,722</u>	<u>20,507,961</u>	<u>18,516,388</u>
Expenditures			
General government services	2,759,131	2,621,410	2,368,011
Protective services - Police	4,959,386	4,937,677	4,705,885
Protective services - Fire & Inspection	2,070,134	2,125,325	1,994,559
Transportation services	2,097,331	2,116,509	1,947,269
Environmental health services	2,007,577	2,004,384	1,711,513
Public health services	325,000	313,144	263,502
Environmental development services	488,870	451,593	332,957
Recreation and cultural services	2,242,308	2,236,910	2,005,219
Education	1,733,956	1,711,188	1,643,208
Total expenditures	<u>18,683,693</u>	<u>18,518,140</u>	<u>16,972,123</u>
Annual surplus	<u>1,203,029</u>	<u>1,989,821</u>	<u>1,544,265</u>
Financing and transfers			
Debt principal repayment	(1,175,686)	(1,175,686)	(645,459)
Dividend from Water Utility	135,000	135,000	135,000
Transfers from Reserves	746,310	589,660	82,402
Transfers to Reserves	(62,953)	(58,807)	(30,148)
Transfer to Operating Reserve - surplus	-	(608,588)	(433,919)
Transfers to General Capital	(845,700)	(871,400)	(652,141)
Total financing and transfers	<u>(1,203,029)</u>	<u>(1,989,821)</u>	<u>(1,544,265)</u>
Change in fund balance	<u>-</u>	-	-
Opening fund balance		(683,700)	(724,400)
Change in Employee Future Benefits		-	(125,000)
Change in Unfunded Pension Liability		139,400	165,700
Closing fund balance		<u>\$ (544,300)</u>	<u>\$ (683,700)</u>

Town of Amherst
Schedule of Financial Position - General Capital Fund
As at March 31, 2024

	<u>2024</u>	<u>2023</u>
Financial assets		
Cash	\$ (4,876,344)	\$ (2,639,761)
Due from own funds	5,077,697	2,551,176
Receivables	71,732	38,545
	<u>273,085</u>	<u>(50,040)</u>
Liabilities		
Accounts payable	310,240	29,365
Deferred revenue	261,975	37,500
Long term debt	4,586,296	5,761,982
	<u>5,158,511</u>	<u>5,828,847</u>
Net debt	<u>(4,885,426)</u>	<u>(5,878,887)</u>
Non-financial assets		
Tangible capital assets (Note 13)	91,057,294	85,984,610
Accumulated amortization (Note 13)	(41,700,322)	(39,351,656)
	<u>49,356,972</u>	<u>46,632,954</u>
Accumulated surplus	<u>\$ 44,471,546</u>	<u>\$ 40,754,067</u>

Town of Amherst
Schedule of Operations - General Capital Fund
For the year ended March 31, 2024

	<u>2024</u>	<u>2023</u>
Revenues		
Grants for capital projects - Province of Nova Scotia	\$ 259,662	\$ 73,320
Grants for capital projects - Government of Canada	5,710	20,000
Grants for capital projects - Other	15,000	-
Total revenues	<u>280,372</u>	<u>93,320</u>
Expenditures		
Amortization (Note 13)	2,522,472	2,399,122
Loss (gain) on disposal of tangible capital assets	58,747	(46,467)
Total expenditures	<u>2,581,219</u>	<u>2,352,655</u>
Annual deficit	<u>(2,300,847)</u>	<u>(2,259,335)</u>
Financing and transfers		
Debt principal payments	1,175,686	645,459
Transfer from General Operating	871,400	652,141
Transfers from Reserves	4,242,440	2,173,702
Transfers to Reserves	(271,200)	(453,586)
Total financing and transfers	<u>6,018,326</u>	<u>3,017,716</u>
Change in fund balance	3,717,479	758,381
Opening fund balance	<u>40,754,067</u>	<u>39,995,686</u>
Closing fund balance	<u>\$ 44,471,546</u>	<u>\$ 40,754,067</u>

Town of Amherst
Schedule of Financial Position - Water Utility Operating Fund
As at March 31, 2024

	<u>2024</u>	<u>2023</u>
Assets		
Cash	\$ (136,021)	\$ (316,716)
Due from own funds	88,307	247,785
Receivables		
Rates (less allowance for doubtful accounts - \$77,466; 2024 - \$68,243; 2023)	301,799	297,257
Inventories of supplies	53,338	52,123
Prepaid expenses	6,600	8,322
	<u>314,023</u>	<u>288,771</u>
Liabilities		
Accounts payable and accrued liabilities	<u>117,035</u>	<u>96,277</u>
Surplus	<u>\$ 196,988</u>	<u>\$ 192,494</u>

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Town of Amherst
Statement of Financial Activities - Water Utility Operating Fund
For the year ended March 31, 2024

	Budget 2024	Actual 2024	Actual 2023
Revenues			
Metered	\$ 1,458,251	\$ 1,455,166	\$ 1,421,321
Flat	185,140	199,766	184,731
Public fire protection	843,004	843,004	829,844
Private hydrants	14,750	15,250	15,500
Sprinkler service	15,100	16,950	17,000
Bulk water	8,500	5,085	6,750
Sale of services	12,000	10,674	13,851
Sundry	1,200	1,225	3,170
Interest	5,000	8,555	7,621
Total revenues	<u>2,542,945</u>	<u>2,555,675</u>	<u>2,499,788</u>
Expenditures			
Source of supply	34,000	29,030	45,586
Power and pumping	178,700	131,685	158,593
Water treatment	19,300	26,253	25,966
Transmission and distribution	874,943	863,733	869,326
Administration and general	662,723	598,366	583,333
Depreciation	418,733	418,752	374,541
Taxes	32,000	31,590	31,764
Debt interest	28,523	27,749	30,271
Total expenditures	<u>2,248,922</u>	<u>2,127,158</u>	<u>2,119,380</u>
Annual surplus	<u>294,023</u>	<u>428,517</u>	<u>380,408</u>
Financing and transfers			
Debt principal repayment	(119,023)	(119,023)	(138,085)
Dividend to owner	(135,000)	(135,000)	(135,000)
Transfer to Water Capital	(40,000)	(170,000)	(103,000)
Total financing and transfers	<u>(294,023)</u>	<u>(424,023)</u>	<u>(376,085)</u>
Change in fund balance	<u>\$ -</u>	<u>4,494</u>	<u>4,323</u>
Opening fund balance		<u>192,494</u>	<u>188,171</u>
Closing fund balance		<u>\$ 196,988</u>	<u>\$ 192,494</u>

Town of Amherst
Schedule of Financial Position - Water Utility Capital Fund
As at March 31, 2024

	<u>2024</u>	<u>2023</u>
Assets		
Cash	\$ 1,964,815	\$ 1,886,723
Due from own funds	137,990	-
Receivables	254,748	8,334
Utility Plant and Equipment (Note 13)	<u>26,038,079</u>	<u>25,594,182</u>
	<u>28,395,632</u>	<u>27,489,239</u>
Liabilities		
Due to own funds	-	27,513
Long term debt - Nova Scotia Municipal Finance	1,153,381	1,272,404
Accumulated depreciation (Note 13)	<u>7,456,836</u>	<u>7,044,818</u>
	<u>8,610,217</u>	<u>8,344,735</u>
Investment in Capital Assets	<u>\$ 19,785,415</u>	<u>\$ 19,144,504</u>

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Town of Amherst
Statement of Financial Activities - Water Utility Capital Fund
For the year ended March 31, 2024

	<u>2024</u>	<u>2023</u>
Revenues		
Interest income	\$ 97,271	\$ 50,396
Grants for capital projects - Provincial	<u>254,748</u>	<u>8,334</u>
Total revenues	<u>352,019</u>	<u>58,730</u>
Expenditures		
Loss (gain) on disposal of tangible capital assets	<u>131</u>	<u>(3,631)</u>
Annual surplus	<u>351,888</u>	<u>62,361</u>
Financing and transfers		
Debt principal payments	119,023	138,085
Transfer from Water Operating	<u>170,000</u>	<u>103,000</u>
Total financing and transfers	<u>289,023</u>	<u>241,085</u>
Change in fund balance	640,911	303,446
Opening fund balance	<u>19,144,504</u>	<u>18,841,058</u>
Closing fund balance	<u>\$ 19,785,415</u>	<u>\$ 19,144,504</u>

Town of Amherst
Water Capital Fund
Schedule of Investment in Water Utility Plant and Equipment
For the Year Ended March 31, 2024

	<u>2024</u>	<u>2023</u>
Land and land rights		
Source of supply	\$ <u>1,224,790</u>	\$ 962,230
Structures and improvements		
Source of supply	1,029,795	1,029,795
Power and pumping structures	491,661	491,661
Water treatment	436,056	436,056
Distribution reservoirs and standpipes	<u>6,213,715</u>	<u>6,213,715</u>
	<u>8,171,227</u>	<u>8,171,227</u>
Equipment		
Electrical pumping	636,430	552,263
Water treatment	338,965	338,965
Transportation	825,039	825,039
Tools and work equipment	<u>102,784</u>	<u>102,784</u>
	<u>1,903,218</u>	<u>1,819,051</u>
Mains		
Transmission	1,834,359	1,834,359
Distribution	<u>10,955,790</u>	<u>10,955,790</u>
	<u>12,790,149</u>	<u>12,790,149</u>
Services	<u>784,085</u>	<u>784,085</u>
Meters	<u>461,064</u>	<u>441,667</u>
Hydrants	<u>614,611</u>	<u>596,783</u>
Assets under construction	<u>88,935</u>	<u>28,990</u>
	<u>\$ 26,038,079</u>	<u>\$ 25,594,182</u>

Town of Amherst
Water Operating Fund
Schedule to Statement of Financial Activities
For the Year Ended March 31, 2024

	Budget 2024	Actual 2024	Actual 2023
Source of supply			
Supplies and expenses	\$ 1,000	\$ -	\$ -
Maintenance of plant	33,000	29,030	45,586
	<u>\$ 34,000</u>	<u>\$ 29,030</u>	<u>\$ 45,586</u>
Power and pumping			
Power	\$ 147,000	\$ 121,008	\$ 129,721
Maintenance	31,700	10,677	28,872
	<u>\$ 178,700</u>	<u>\$ 131,685</u>	<u>\$ 158,593</u>
Water treatment			
Supplies and expenses	<u>\$ 19,300</u>	<u>\$ 26,253</u>	<u>\$ 25,966</u>
Transmission and distribution			
Maintenance of mains	\$ 477,193	\$ 486,403	\$ 474,255
Rents	29,000	28,000	28,000
Transportation expenses	78,000	53,913	106,718
Materials / supplies	216,500	226,913	206,714
Other transmission and distribution expenses	74,250	68,504	53,639
	<u>\$ 874,943</u>	<u>\$ 863,733</u>	<u>\$ 869,326</u>
Administration and general			
Supervision	\$ 245,100	\$ 221,852	\$ 220,995
Employee benefits	64,127	51,722	51,127
Uncollectible accounts	10,000	9,223	1,097
General office expenses	118,801	97,038	94,061
Regulatory expenses	3,500	6,211	3,454
Miscellaneous general expenses	221,195	212,320	212,599
	<u>\$ 662,723</u>	<u>\$ 598,366</u>	<u>\$ 583,333</u>

Town of Amherst
Schedule of Financial Position - Reserve Funds
As at March 31, 2024

	<u>2024</u>	<u>2023</u>
Financial assets		
Cash	\$ 10,805,304	\$ 8,224,636
Due from own funds	-	2,770,246
	<u>10,805,304</u>	<u>10,994,882</u>
Liabilities		
Due to own funds	2,928,637	-
Deferred revenue - Sustainable Services Growth Fund grant	766,290	766,290
	<u>3,694,927</u>	<u>766,290</u>
Accumulated surplus	<u>\$ 7,110,377</u>	<u>\$ 10,228,592</u>

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Town of Amherst
Schedule of Operations - Reserve Funds

For the year ended March 31, 2024

	<u>2024</u>	<u>2023</u>
Revenues		
Canada Community Building grant funds	\$ 709,829	\$ 689,185
Interest on Canada Community Building grant funds	27,053	24,108
Interest on Sustainable Services Growth Fund grant funds	38,408	
Total revenues	<u>775,290</u>	<u>713,293</u>
Expenditures		
General government	-	-
Total expenditures	<u>-</u>	<u>-</u>
Annual surplus	<u>775,290</u>	<u>713,293</u>
Financing and transfers		
Transfer from General Operating	58,807	30,148
Transfer from General Operating - surplus	608,588	433,919
Transfer from General Capital	271,200	453,586
Transfer from CJSMA - proceeds on sale of CJSMA	-	3,033,445
Transfer to General Operating	(589,660)	(82,402)
Transfer to General Capital	(4,242,440)	(2,173,702)
Total financing and transfers	<u>(3,893,505)</u>	<u>1,694,994</u>
Change in fund balance	<u>(3,118,215)</u>	2,408,287
Opening fund balance	<u>10,228,592</u>	<u>7,820,305</u>
Closing fund balance	<u>\$ 7,110,377</u>	<u>\$ 10,228,592</u>

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

General Capital Reserve	\$ 2,146,790	\$ 5,099,606
General Operating Reserve	4,963,587	5,128,986
	<u>\$ 7,110,377</u>	<u>\$ 10,228,592</u>

Town of Amherst
Schedule of Financial Position - Cumberland Joint Services Mgmt Authority Fund
As at March 31, 2024

	<u>2024</u>	<u>2023</u>
Financial assets		
Cash	\$ 14,513	\$ 14,513
Investments	-	-
Receivables	34,565	34,565
	<u>49,078</u>	<u>49,078</u>
Liabilities		
Accounts payable and accrued liabilities	1,774	1,774
Provision for landfill closure & post closure costs	-	-
	<u>1,774</u>	<u>1,774</u>
Net financial assets	<u>47,304</u>	<u>47,304</u>
Non-financial assets		
Prepaid expenses	-	-
Tangible capital assets, net of accumulated amortization (Note 13)	-	-
	<u>-</u>	<u>-</u>
Accumulated surplus	<u>\$ 47,304</u>	<u>\$ 47,304</u>
Accumulated surplus is comprised of:		
Accumulated operating surplus	\$ 47,304	\$ 47,304
Accumulated remeasurement gains	-	-
	<u>\$ 47,304</u>	<u>\$ 47,304</u>

Town of Amherst
Schedule of Operations - Cumberland Joint Services Mgmt Authority Fund
For the year ended March 31, 2024

	<u>2024</u>	<u>2023</u>
Revenues		
Solid waste operations	\$ -	\$ -
Compost operations	-	-
Recycling operations	-	-
Interest	-	82,841
Proceeds on sale of intangible assets	-	-
Total revenues	<u>-</u>	<u>82,841</u>
Expenditures		
Administration	-	19,028
Solid waste operations (recovery)	-	(76,699)
Compost operations	-	-
Recycling operations (recovery)	-	(8)
Amortization of tangible capital assets (Note 13)	-	-
Loss on disposal of tangible capital assets	-	-
Total expenditures	<u>-</u>	<u>(57,679)</u>
Annual surplus / (deficit)	<u>-</u>	<u>140,520</u>
Financing and transfers		
Transfer to Municipal Units re sale proceeds	-	(3,033,445)
Total financing and transfers	<u>-</u>	<u>(3,033,445)</u>
Change in fund balance	-	(2,892,925)
Opening fund balance	<u>47,304</u>	<u>2,940,229</u>
Closing fund balance	<u>\$ 47,304</u>	<u>\$ 47,304</u>

MEMO

To: Audit Committee

From: Sarah Wilson, Director of Finance

Date: September 9, 2024

Re: Appointment of Municipal Auditor for 2024-25 Fiscal Year

BACKGROUND

The Municipal Government Act, 42(1) states: *“The council shall appoint a municipal auditor who is registered pursuant to this Act to be the auditor for the Municipality.”* The Audit Committee makes a recommendation to Council each year on the appointment of an auditor for the Town.

DISCUSSION

In December 2022, on the recommendation of the Audit Committee, Council appointed the chartered professional accountant firm Mclsaac Darragh Inc. to be the Town’s municipal auditor for the fiscal year ended March 31, 2023, with the possibility of four (4) single year extensions to be reviewed and determined before March 31st of each fiscal year end.

Mclsaac Darragh Inc. have completed two fiscal audits, March 31, 2023 and today the March 31, 2024 audit. Both of these audits have gone very well with Mclsaac Darragh Inc. with their staff being thorough and knowledgeable.

CONCLUSION

Staff are looking for a motion from the Audit Committee regarding the appointment of an auditor for the 2024-25 fiscal year.

The motion would be:

The Audit Committee recommends Council appoint Mclsaac Darragh Inc. as the Municipal Auditor for the 2024-25 fiscal year.





FIRST QUARTER FINANCIAL REPORT

FOR THE PERIOD ENDED JUNE 30, 2024 (UNAUDITED)

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 2024/25 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

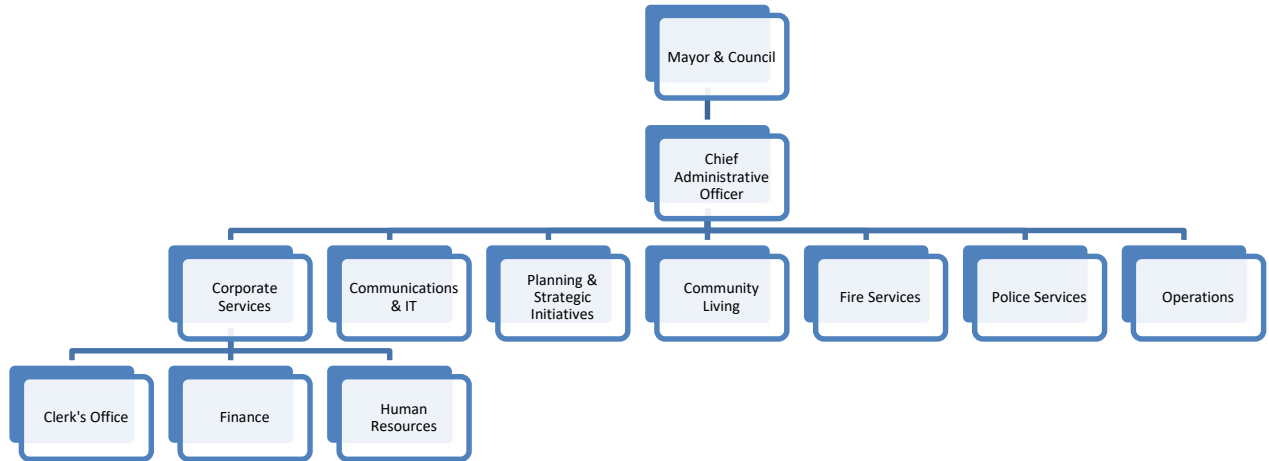
Other Rates, pages 14 - 15

- 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

- // Clerk's Office
 - // Council & Committee Liaison
 - // Records Management
- // Finance
 - // Accounting & Budgeting
 - // Accounts Payable
 - // Property Taxes
 - // Water/Sewer Billing
 - // Customer Service
- // Human Resources
 - // Human Resources
 - // Payroll
 - // Recruitment

Communications & IT

- // Corporate Communications
- // Procurement
- // Information Services

Planning & Strategic Initiatives

- // Planning / Development
- // Strategic Initiatives / Projects
- // Inspections / Permits
- // Unsightly Premises
- // Business Development

Community Living

- // Wellness
- // Programming
- // Community Events
- // Tourism

Fire Services

- // Fire Rescue
- // Hazmat

Police Services

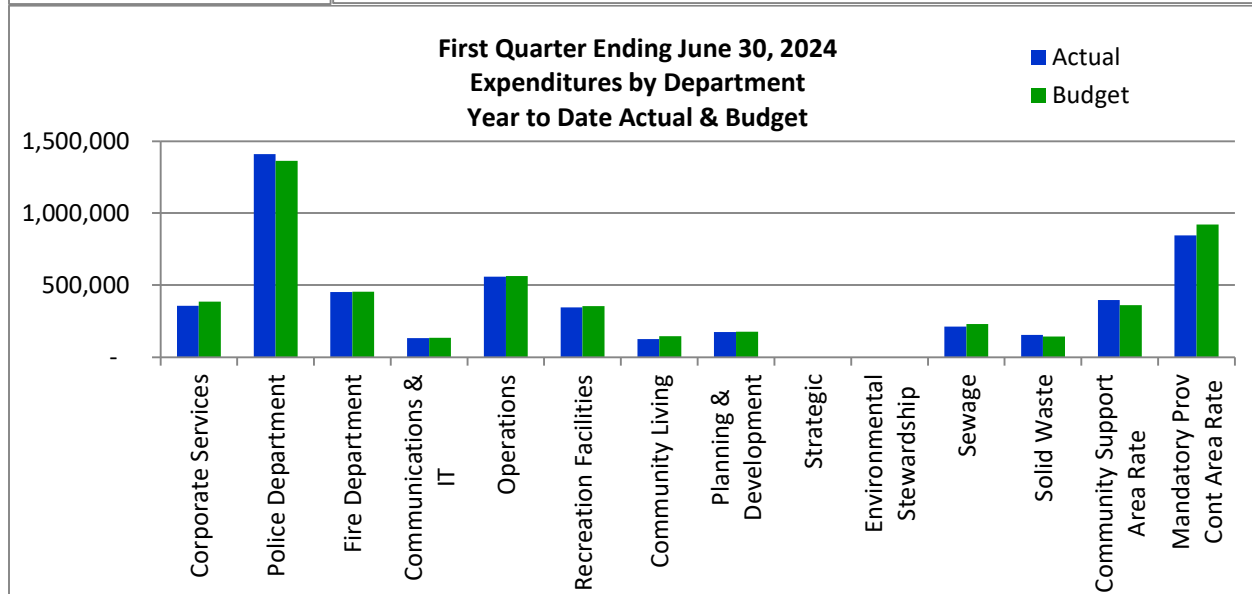
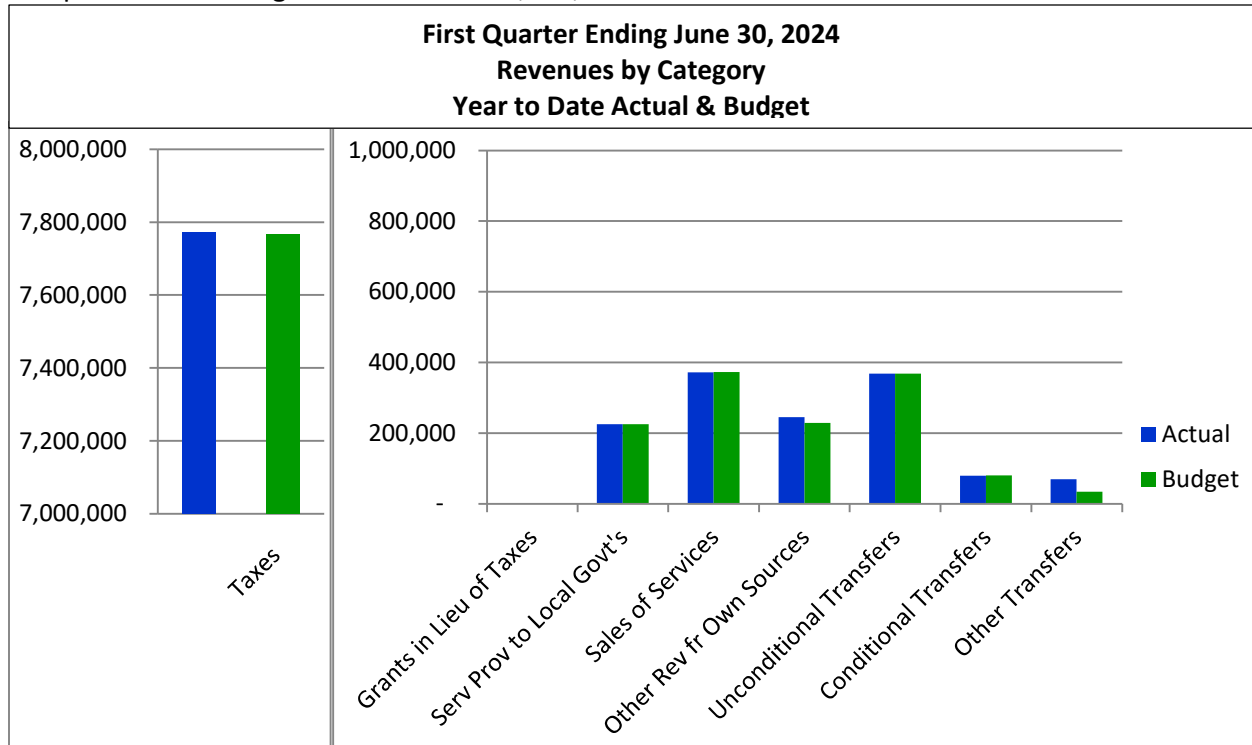
- // Crime
- // Major Crime
- // Street Crime
- // Crime Prevention
- // Community Partnerships

Operations

- // Engineering
- // Public Works
- // Solid Waste
- // Sewer
- // Water Utility
- // Recreation - Facilities
 - // Stadium
 - // Parks / Playgrounds
 - // Robbs

COMMENTARY

Three months into the 2024/25 fiscal year the general operating fund has a surplus of \$126,486 compared to budget. The Town’s operating revenues are \$9,128,761 compared to the budgeted amount of \$9,075,807. The Town’s expenditures at the end of the first quarter are \$5,149,115 compared to the budgeted amount of \$5,222,647.



SCHEDULE OF OPERATIONS

Town of Amherst
Schedule of Operations - General Operating Fund
For the Three Months Ended June 30, 2024

	2023/24 Actual	2024/25 Actual	2024/25 Budget	2024/25 Variance
Revenues				
Taxes	\$ 6,950,270	\$ 7,771,574	\$ 7,767,524	\$ 4,050
Grants in Lieu of Taxes	-	-	-	-
Services Provided to Other Local Govt	216,871	224,946	224,946	-
Sales of Services	373,150	371,554	372,692	- 1,138
Other Revenue from Own Sources	234,919	244,491	228,809	15,682
Unconditional Transfers	315,096	368,319	368,319	-
Conditional Transfers	165,389	79,127	79,767	- 640
Other Transfers	-	68,750	33,750	35,000
Total Revenues	<u>8,255,695</u>	<u>9,128,761</u>	<u>9,075,807</u>	<u>52,954</u>
Expenditures				
Wages & Benefits	2,297,223	2,483,769	2,482,207	1,562
Administrative Costs	254,846	239,990	240,862	- 872
Building & Facility Costs	208,979	176,827	186,975	- 10,148
Vehicle & Equipment Costs	102,582	99,237	93,747	5,490
Materials & Supplies	220,838	99,067	103,848	- 4,781
Grants to Organizations	184,075	264,004	229,004	35,000
Other Municipal Costs	272,128	325,472	320,915	4,557
Fiscal Services	1,182,996	1,182,206	1,257,406	- 75,200
Fire Protection Charge	184,408	189,772	189,769	3
Tax Exemptions	114,476	122,269	122,269	-
Cost Recovery	- 48,884	- 33,498	- 4,355	- 29,143
Total Expenditures	<u>4,973,667</u>	<u>5,149,115</u>	<u>5,222,647</u>	<u>- 73,532</u>
Surplus	<u>3,282,028</u>	<u>\$ 3,979,646</u>	<u>\$ 3,853,160</u>	<u>\$ 126,486</u>

SCHEDULE OF OPERATIONS (cont'd)

Town of Amherst				
Schedule of Operations - General Operating Fund				
Departmental and Mandatory Expenditures				
For the Three Months Ended June 30, 2024				
	2023/24	2024/25	2024/25	2024/25
	Actual	Actual	Budget	Variance
Departmental Expenditures				
Corporate	\$ 336,805	\$ 355,086	\$ 384,839	-\$ 29,753
Police	1,277,588	1,408,388	1,361,820	46,568
Fire	463,935	452,178	454,487	-
Communications & IT	126,695	130,560	132,850	-
Operations	621,057	557,208	561,636	-
Recreation Facilities	387,558	343,857	354,001	-
Community Living	121,892	123,997	145,100	-
Planning & Development	150,347	173,405	176,177	-
Strategic	4,903	-	-	-
Environmental Stewardship	-	-	-	-
Sewage	239,374	210,697	229,048	-
Solid Waste	141,526	154,615	143,038	11,577
Community Support Area Rate	285,107	395,180	360,180	35,000
Total Departmental Expenditures	<u>4,156,787</u>	<u>4,305,171</u>	<u>4,303,176</u>	<u>1,995</u>
Mandatory Expenditures				
Assessment Services	27,498	27,893	28,874	-
Corrections	26,616	-	-	-
Housing	313,144	316,169	394,801	-
Education	427,797	472,881	472,881	-
Regional Library	21,825	27,001	22,915	4,086
Total Mandatory Expenditures	<u>816,880</u>	<u>843,944</u>	<u>919,471</u>	<u>- 75,527</u>
Grand Total Expenditures	<u>\$ 4,973,667</u>	<u>\$ 5,149,115</u>	<u>\$ 5,222,647</u>	<u>-\$ 73,532</u>

SCHEDULE OF OPERATIONS (cont'd)

Compared to budget, the Water Operating Fund has a surplus of \$13,075 at the end of the first quarter. Revenues are over budget by \$5,922 and expenditures are under budget by \$7,153.

Town of Amherst
Schedule of Operations - Water Operating Fund
For the Three Months Ended June 30, 2024

	2023/24 Actual	2024/25 Actual	2024/25 Budget	2024/25 Variance
Revenues				
Sale of Services	\$ -	\$ 1,502	\$ 1,500	\$ 2
Interest on o/s Water A/R	1,117	1,598	1,000	598
Misc Rev & Inc fr Other Non Utility	50	300	300	-
Metered Sales	368,284	387,222	382,608	4,614
Flat Rate Sales	49,988	49,092	48,384	708
Bulk Water Sales	3,059	3,750	3,750	-
Fire Protection	184,408	189,772	189,772	-
Private Hydrants	-	-	-	-
Sprinkler Service	-	-	-	-
Total Revenues	606,906	633,236	627,314	5,922
Expenditures				
Wages & Benefits	187,465	207,356	210,785	- 3,429
Administrative Costs	17,292	20,271	20,353	- 82
Building & Facility Costs	68,850	54,983	56,754	- 1,771
Vehicle & Equipment Costs	9,145	13,490	13,862	- 372
Materials & Supplies	65,642	17,114	17,771	- 657
Other Municipal Costs	60,718	63,169	64,011	- 842
Fiscal Services	70,420	69,356	69,356	-
Total Expenditures	479,532	445,739	452,892	- 7,153
Surplus	\$ 127,374	\$ 187,497	\$ 174,422	\$ 13,075

STATEMENT OF FINANCIAL POSITION

Town of Amherst
Consolidated Statement of Financial Position
As at June 30, 2024

	<u>As at June 30, 2024</u>	<u>As at June 30, 2023</u>
Financial Assets		
Cash and cash equivalents	\$ 14,491,441	\$ 17,065,375
Receivables	<u>2,387,488</u>	<u>1,774,162</u>
	<u>16,878,929</u>	<u>18,839,537</u>
Liabilities		
Accounts payable and accrued liabilities	2,223,923	2,299,247
Deferred revenue	1,343,704	1,082,908
Long term debt	<u>5,739,677</u>	<u>7,034,386</u>
	<u>9,307,304</u>	<u>10,416,541</u>
Net assets (debt)	<u>7,571,625</u>	<u>8,422,996</u>
Non-financial assets		
Prepaid expenses	50,745	61,003
Inventories of supplies	102,155	105,746
Capital assets (net of accumulated amortization)	67,938,215	65,182,317
Capital work in progress	<u>301,818</u>	<u>264,910</u>
	<u>68,392,933</u>	<u>65,613,976</u>
Accumulated surplus	<u>\$ 75,964,558</u>	<u>\$ 74,036,973</u>

CAPITAL BUDGET

Town of Amherst Capital Budget - 2024/25 Projects	Total Actual Committed & WIP Costs at June 30, 2024	2024/25 Budget
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WATER CAPITAL BUDGET		
Dump Truck <i>(carry over)</i>	354,051	355,000
West Victoria Street ~ CNR to Hickman - water main replacement <i>[contingent on grant funding] (carry over)</i>	-	820,400
McCully Street Booster Station - study & design <i>(carry over)</i>	24,194	50,000
McCully Street Booster Station - upgrades <i>(carry over)</i>	-	300,000
Wellfield Engineering Design & Construction - Swab Launchers <i>(carry over)</i>	99,113	80,000
Wellfield Production Wells - replace pump in well P-3	15,658	60,000
Fire Hydrant Replacement	16,757	17,000
Water Meter Replacement	9,705	14,000
Backhoe	-	180,000
Russell Street - Phase 1	4,527	12,000
Russell Street - Phase 2	-	33,000
Upper Church Street - new housing development - housing related infrastructure	-	99,600
Marshview Drive - new housing development - Phase 1	3,833	50,000
Land purchases (potential) - Challenge Fund	521	275,000
WATER CAPITAL BUDGET TOTAL	528,359	2,346,000

GENERAL CAPITAL BUDGET		
EQUIPMENT		
LED Lighting upgrade <i>[contingent on grant funding] (carry over)</i>	-	670,000
Loader - Streets	-	275,000
1 Ton Dump Truck / Salt Truck	-	110,000
Line Laser System for Centreline Painter	2,072	8,000
Subtotal	2,072	1,063,000
BUILDINGS / LAND		
Town Hall - New Roof <i>(carry over)</i>	116,737	135,000
Four Fathers Library - HVAC Upgrade <i>(carry over)</i>	-	40,000
Land Purchase - 8 Lower LaPlanche Street <i>(carry over)</i>	-	10,000
Land Sale - Blaine Street	10,542	-
Street Light Poles - Industrial Park x 10 replacement	16,714	35,000
Security Cameras - Public Works Garage	3,386	8,000
Security Cameras - Stadium	-	13,000
Stadium - Wifi Equipment replacement	-	50,000
Town Hall - Accessibility Improvements - entrances and front counter	-	125,000
Industrial Park Signage Area Upgrades	-	24,000
Visitor Welcome Signage - Highway 2	-	10,000
Landscaping, fence and/or welcome sign - 8 Lower LaPlanche St	-	8,000
Subtotal	147,379	458,000

CAPITAL BUDGET (cont'd)

Town of Amherst Capital Budget - 2024/25 Projects	Total Actual Committed & WIP Costs at June 30, 2024	2024/25 Budget
LARGE MULTI - CATEGORY PROJECTS		
West Victoria Street ~ CNR to Hickman - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street, curb, sidewalk <i>[contingent on grant funding] (carry over)</i>	-	1,523,600
Russell Street - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street <i>[contingent on grant funding] (carry over)</i>	-	720,000
Russell Street - Phase 1	85,009	145,000
Russell Street - Phase 2	-	317,000
Upper Church Street - new housing development - housing related infrastructure	-	540,350
Marshview Drive - land purchase (year 2 of 3)	-	150,000
Marshview Drive - new housing development - Phase 1	54,246	200,000
Subtotal	<u>139,255</u>	<u>3,595,950</u>
STREETS		
Agnew ~ Clarence to Havelock (Overlay)	-	55,000
Allison ~ Elmwood to Spring (Overlay)	-	80,000
Anson ~ CNR Tracks to Chandler (Overlay)	-	115,000
Anson ~ Cornwall to Hickman (Overlay)	-	70,000
Arlington ~ All (Overlay)	-	22,000
Beacon Street ~ Croft to Church (Overlay)	-	50,000
Havelock ~ Prince Arthur to Spring (Overlay)	-	165,000
Robie ~ Clarence to Havelock (Overlay)	-	46,000
Sackville ~ Ernccliffe to Rambler (Overlay)	-	22,000
Townshend ~ Academy to Charles (Overlay)	-	18,000
Anson Avenue - CN Rail crossing repairs (completed by CN)	-	148,100
Rupert ~ Spring to Victoria (Cold Mill and Pave)	-	250,000
Subtotal	<u>-</u>	<u>1,041,100</u>
SIDEWALKS		
LaPlanche ~ east side Victoria to Lawrence (TOA)	28,589	35,000
Cornwall Street ~ Anson to Cordova (TOA)	9,947	10,000
Beacon ~ Croft to Church (TOA)	-	17,000
West Victoria ~ south side Hickman to CNR (TOA) - continuation of project from prior year	-	10,000
Derby ~ Victoria to Trail (new sidewalk) (TOA)	-	18,000
Trail ~ Clinton Street to NSCC and Southgate Village (new gravel trail) (TOA)	-	19,000
Tactile Plates ~ Victoria @ Havelock Intersection and Town Hall crosswalk	4,443	10,000
Subtotal	<u>42,979</u>	<u>119,000</u>
STORMSEWER		
Flood Mitigation Upgrades <i>(carry over)</i>	55,331	499,000
Lift Station Pump Rebuild/Replacement	4,676	50,000
Sludge reducing chemical feed pumps	9,277	9,000
Subtotal	<u>69,285</u>	<u>558,000</u>

CAPITAL BUDGET (cont'd)

Town of Amherst Capital Budget - 2024/25 Projects	Total Actual Committed & WIP Costs at June 30, 2024	2024/25 Budget
FIRE DEPARTMENT		
Breathing Air Refilling Stations - replacement (Station unit) <i>(carry over)</i>	31,297	30,000
Wildland Coveralls (Qty 25) - replacement	-	20,000
Structural Firefighting Bunker Gear (6-9 sets) - replacement	-	22,000
Ventilation Fans (Qty 3) - replacement	-	22,000
Floor Scrubber - Apparatus floor	-	12,000
Subtotal	<u>31,297</u>	<u>106,000</u>
POLICE DEPARTMENT		
APD HVAC <i>(carry over)</i>	11,716	18,000
Body Armour and attachments - 20 Units <i>(carry over)</i>	29,606	30,000
Containment Equipment - 4 Carbines and accessories <i>(carry over)</i>	4,757	16,500
APX500 Radio Base and install	-	12,000
Vehicle - Patrol # 1	-	75,000
Dispatch Console and Software	-	115,000
Watch Guard Body Cameras & Storage (Qty 10)	-	50,000
Drone (APD / AFD)	47,668	65,000
Virtual Firearms Training Platform	-	250,000
Subtotal	<u>93,748</u>	<u>631,500</u>
RECREATION		
4 Stream Waste Receptacles for Parks (year 1 of 2) <i>(carry over)</i>	8,976	10,000
Replace Massey Tractor	52,595	50,000
Marsh Trail & Clinton Trail - Gate Enhancements	-	35,000
Replace Roof - Dickey Park Washrooms	-	10,000
Utility Trailer	-	12,000
Condenser Water Tank for Stadium	-	10,000
4 Stream Waste Receptacles for Parks (year 2 of 2)	9,226	10,000
Robb Complex 3 Scoreboards	42,979	70,000
Security Fencing - Angus Building Compound	-	22,000
Accessible Playground (contingent on grant funding)	-	600,000
Memorial - No. 2 Construction Battalion	1,710	19,000
Subtotal	<u>115,487</u>	<u>848,000</u>
GENERAL CAPITAL BUDGET TOTAL	641,502	8,420,550
GRAND TOTAL WATER & GENERAL CAPITAL BUDGETS	1,169,861	10,766,550

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, 2024. 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 is due September 27, 2024.

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, economic development, transportation and public works, recreation, community living, communications and information technology as well as internal services performed by the Corporate Services department. The general operations rate increased by \$0.012 for fiscal 2024/25.

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 decreased by \$0.008 for fiscal 2024/25. Effective 2024/25 municipalities are no longer responsible to fund Correction Services (the mandatory contribution to the province to fund the cost of correctional services). The Mandatory Provincial Contributions Area Rate includes the following provincial services:
 - ⌘ Education
 - ⌘ 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.
 - ⌘ Property Valuation Services Corporation (Assessment)
 - ⌘ 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.

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. The Community Support Area Rate decreased by \$0.004 for fiscal 2024/25. This rate includes support for the following:

- ⌘ Grants to Organizations
- ⌘ Grant to Cumberland YMCA
- ⌘ Community Events
- ⌘ Tax Exemption Policy
- ⌘ Tax Reduction Policy

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

Residential / Resource	<u>2023/24</u>	<u>2024/25</u>
⌘ Residential / Resource Tax Rate	\$1.187	\$1.199
⌘ Mandatory Provincial Contributions Area Rate	\$0.383	\$0.375
⌘ Community Support Area Rate	<u>\$0.100</u>	<u>\$0.096</u>
Total Residential / Resource Rates	\$1.670	\$1.670
Commercial	<u>2023/24</u>	<u>2024/25</u>
⌘ Commercial Tax Rate	\$3.987	\$3.999
⌘ Mandatory Provincial Contributions Area Rate	\$0.383	\$0.375
⌘ Community Support Area Rate	<u>\$0.100</u>	<u>\$0.096</u>
Total Commercial Rates	\$4.470	\$4.470

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.

ℓ For the 2024/25 fiscal year the deed transfer tax will remain the same at 1.25%.

2. Uniform Charge

Solid Waste Management Uniform Charge

ℓ 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.

ℓ The uniform charge for 2024/25 to be levied is \$278 (2023/24 - \$268). The increase in the uniform charge for 2024/25 is due to the annual increase in the solid waste contract as well as an increase in tonnage and rates for tipping fees.

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:

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

Sewer Consumption Rate (per cubic meter)

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

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

Sewer Base Charges (Quarterly)

ℓ Size of Meter

ℓ 5/8" \$ 18.00

ℓ ¾" \$ 27.00

ℓ 1" \$ 43.75

ℓ 1.5" \$ 86.00

ℓ 2" \$ 136.25

ℓ 3" \$ 271.25

ℓ 4" \$ 500.00

ℓ Sewer Non-Metered Customers

ℓ 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).
 - ℓ 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.
 - ℓ The uniform charge for unmetered mobile homes within a land leased community for 2024/25 to be levied is \$72 (2023/24 - \$72).

4. Water Utility Rates

- 5. 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 2024/25 fiscal year, the rates are as follows:

Water Base Charges (Quarterly)

ℓ Un Metered \$ 95.81

ℓ Size of Meter

- 5/8" \$ 39.49
- ¾" \$ 57.48
- 1" \$ 93.45
- 1.5" \$ 183.40
- 2" \$ 291.33
- 3" \$ 579.15
- 4" \$ 902.95
- 6" \$1,802.39
- 8" \$3,241.49

Water Consumption Rate (per cubic meter)

ℓ \$0.894 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 - 2024/25 Projects	Total Actual Committed & WIP Costs at Sept 3, 2024	2024/25 Budget
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WATER CAPITAL BUDGET		
Dump Truck <i>(carry over)</i>	354,051	355,000
West Victoria Street ~ CNR to Hickman - water main replacement <i>[contingent on grant funding]</i> <i>(carry over)</i>	-	820,400
McCully Street Booster Station - study & design <i>(carry over)</i>	36,292	50,000
McCully Street Booster Station - upgrades <i>(carry over)</i>	-	300,000
Wellfield Engineering Design & Construction - Swab Launchers <i>(carry over)</i>	94,729	80,000
Wellfield Production Wells - replace pump in well P-3	15,658	60,000
Fire Hydrant Replacement	16,757	17,000
Water Meter Replacement	12,082	14,000
Backhoe	-	180,000
Russell Street - Phase 1	4,527	12,000
Russell Street - Phase 2	-	33,000
Upper Church Street - new housing development - housing related infrastructure	8,966	99,600
Marshview Drive - new housing development - Phase 1	43,226	50,000
Land purchases (potential) - Challenge Fund	521	275,000
Asphalt Recycler (25% water, 75% general)	41,714	41,750
WATER CAPITAL BUDGET TOTAL	628,523	2,387,750

GENERAL CAPITAL BUDGET		
EQUIPMENT		
LED Lighting upgrade <i>[contingent on grant funding]</i> <i>(carry over)</i>	-	670,000
Loader - Streets	-	275,000
1 Ton Dump Truck / Salt Truck	-	110,000
Line Laser System for Centreline Painter	8,985	8,000
Asphalt Recycler (25% water, 75% general)	125,143	125,250
Subtotal	134,129	1,188,250
BUILDINGS / LAND		
Town Hall - New Roof <i>(carry over)</i>	116,737	135,000
Four Fathers Library - HVAC Upgrade <i>(carry over)</i>	-	40,000
Land Purchase - 8 Lower LaPlanche Street <i>(carry over)</i>	-	10,000
Land Sale - Blaine Street	10,542	-
Street Light Poles - Industrial Park x 10 replacement	16,714	35,000
Security Cameras - Public Works Garage	3,386	8,000
Security Cameras - Stadium	-	13,000
Stadium - Wifi Equipment replacement	2,638	50,000
Town Hall - Accessibility Improvements - entrances and front counter	-	125,000
Industrial Park Signage Area Upgrades	-	24,000
Visitor Welcome Signage - Highway 2	2,176	10,000
Landscaping, fence and/or welcome sign - 8 Lower LaPlanche St	-	8,000
Subtotal	152,194	458,000

Town of Amherst Capital Budget - 2024/25 Projects	Total Actual Committed & WIP Costs at Sept 3, 2024	2024/25 Budget
LARGE MULTI - CATEGORY PROJECTS		
West Victoria Street ~ CNR to Hickman - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street, curb, sidewalk <i>[contingent on grant funding] (carry over)</i>	-	1,523,600
Russell Street - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street <i>[contingent on grant funding] (carry over)</i>	-	720,000
Russell Street - Phase 1	95,750	145,000
Russell Street - Phase 2	-	317,000
Upper Church Street - new housing development - housing related infrastructure	-	540,350
Marshview Drive - land purchase (year 2 of 3)	-	150,000
Marshview Drive - new housing development - Phase 1	62,921	200,000
Subtotal	<u>158,671</u>	<u>3,595,950</u>
STREETS		
Agnew ~ Clarence to Havelock (Overlay)	-	55,000
Allison ~ Elmwood to Spring (Overlay)	1,012	80,000
Anson ~ CNR Tracks to Chandler (Overlay)	-	115,000
Anson ~ Cornwall to Hickman (Overlay)	-	70,000
Arlington ~ All (Overlay)	-	22,000
Beacon Street ~ Croft to Church (Overlay)	-	50,000
Havelock ~ Prince Arthur to Spring (Overlay)	-	165,000
Robie ~ Clarence to Havelock (Overlay)	-	46,000
Sackville ~ Erncliffe to Rambler (Overlay)	-	22,000
Townshend ~ Academy to Charles (Overlay)	-	18,000
Anson Avenue - CN Rail crossing repairs (completed by CN)	35,739	148,100
Rupert ~ Spring to Victoria (Cold Mill and Pave)	1,644	250,000
Subtotal	<u>38,395</u>	<u>1,041,100</u>
SIDEWALKS		
LaPlanche ~ east side Victoria to Lawrence (TOA)	28,589	35,000
Cornwall Street ~ Anson to Cordova (TOA)	9,947	10,000
Beacon ~ Croft to Church (TOA)	19,522	17,000
West Victoria ~ south side Hickman to CNR (TOA) - continuation of project from prior year	15,947	10,000
Derby ~ Victoria to Trail (new sidewalk) (TOA)	-	18,000
Trail ~ Clinton Street to NSCC and Southgate Village (new gravel trail) (TOA)	-	19,000
Tactile Plates ~ Victoria @ Havelock Intersection and Town Hall crosswalk	4,443	10,000
Subtotal	<u>78,448</u>	<u>119,000</u>
STORMSEWER		
Flood Mitigation Upgrades <i>(carry over)</i>	55,331	499,000
Lift Station Pump Rebuild/Replacement	39,978	50,000
Sludge reducing chemical feed pumps	11,741	9,000
Subtotal	<u>107,050</u>	<u>558,000</u>

Town of Amherst Capital Budget - 2024/25 Projects	Total Actual Committed & WIP Costs at Sept 3, 2024	2024/25 Budget
FIRE DEPARTMENT		
Breathing Air Refilling Stations - replacement (Station unit) <i>(carry over)</i>	31,297	30,000
Wildland Coveralls (Qty 25) - replacement	-	20,000
Structural Firefighting Bunker Gear (6-9 sets) - replacement	-	22,000
Ventilation Fans (Qty 3) - replacement	-	22,000
Floor Scrubber - Apparatus floor	-	12,000
Subtotal	<u>31,297</u>	<u>106,000</u>
POLICE DEPARTMENT		
APD HVAC <i>(carry over)</i>	11,716	18,000
Body Armour and attachments - 20 Units <i>(carry over)</i>	29,606	30,000
Containment Equipment - 4 Carbines and accessories <i>(carry over)</i>	4,757	16,500
APX500 Radio Base and install	-	12,000
Vehicle - Patrol # 1	-	75,000
Dispatch Console and Software	19,070	115,000
Watch Guard Body Cameras & Storage (Qty 10)	-	50,000
Drone (APD / AFD)	47,668	65,000
Virtual Firearms Training Platform	230,950	250,000
Subtotal	<u>343,768</u>	<u>631,500</u>
RECREATION		
4 Stream Waste Receptacles for Parks (year 1 of 2) <i>(carry over)</i>	8,976	10,000
Replace Massey Tractor	52,380	50,000
Marsh Trail & Clinton Trail - Gate Enhancements	-	35,000
Replace Roof - Dickey Park Washrooms	-	10,000
Utility Trailer	-	12,000
Condenser Water Tank for Stadium	-	10,000
4 Stream Waste Receptacles for Parks (year 2 of 2)	9,226	10,000
Robb Complex 3 Scoreboards	41,263	70,000
Security Fencing - Angus Building Compound	-	22,000
Accessible Playground (contingent on grant funding)	-	600,000
Memorial - No. 2 Construction Battalion	14,219	19,000
Utility Trailer	8,222	8,250
Subtotal	<u>134,287</u>	<u>856,250</u>
GENERAL CAPITAL BUDGET TOTAL	1,178,239	8,554,050
GRAND TOTAL WATER & GENERAL CAPITAL BUDGETS	1,806,762	10,941,800