

## Seebach & Company Chartered Professional Accountants

P.O. Box 758, 41 Ontario Street CLINTON, ONTARIO NOM 1L0 Tel:(519) 482-7979 Fax:(519) 482-5761 www.seebachandcompany.ca vbs@vbsca.ca

#### INDEPENDENT AUDITOR'S REPORT

To the Members of Ausable Bayfield Conservation Authority

## Opinion

We have audited the accompanying financial statements of Ausable Bayfield Conservation Authority ("the Authority"), which are comprised of the statement of financial position as at December 31, 2020 and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

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

## Basis for Opinion

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

## Seebach & Company Chartered Professional Accountants

P.O. Box 758, 41 Ontario Street CLINTON, ONTARIO N0M 1L0 Tel:(519) 482-7979 Fax:(519) 482-5761 www.seebachandcompany.ca vbs@vbsca.ca

## **INDEPENDENT AUDITOR'S REPORT** (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 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 Authority'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 Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Authority 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.

Chartered Professional Accountants Licensed Public Accountants

Seebach & Company

Clinton, Ontario March 18, 2021

# AUSABLE BAYFIELD CONSERVATION AUTHORITY STATEMENT OF FINANCIAL POSITION

As at December 31	2020	2019
FINANCIAL ASSETS		
Cash	1,479,181	1,255,869
Marketable securities (note 2)	6,942,366	6,851,309
Accounts receivable	551,055	630,059
Due from related party (note 8)	15,524	22,851
	8,988,126	8,760,088
LIABILITIES		
Accounts payable and accrued liabilities	232,819	356,474
Deferred revenue (note 4)	1,142,888	952,913
Promissory note payable (note 5)	150,000	
	1,525,707	1,309,387
NET FINANCIAL ASSETS	7,462,419	7,450,701
NON-FINANCIAL ASSETS		
Tangible capital assets, net (note 3)	5,797,123	5,537,232
Prepayments	11,248	11,248
ACCUMULATED SURPLUS (note 6)	\$ 13,270,790	\$ 12,999,181

On behalf of the Board:

# AUSABLE BAYFIELD CONSERVATION AUTHORITY STATEMENT OF OPERATIONS

For the year ended December 31	2020 Budget	2020 Actual	2019 Actual
Revenue			
Deferred revenue - prior year (note 4)	841,281	952,913	602,058
General levy	1,068,048	1,068,047	998,634
Partnership contribution	780,787	977,161	1,050,949
User fees	703,044	761,095	629,180
Special levy	462,942	354,882	429,523
Provincial grant	474,165	406,119	464,344
Investment income	16,000	218,725	220,573
Rental	69,270	61,951	56,691
Capital levy	28,599	28,599	28,599
Donations	400	118,099	27,845
Miscellaneous	-	-	2,680
Unrealized gain (loss) on investments	-	100,523	377,988
Deferred revenue - current year (note 4)	(428,732)	_(1,142,888)	(952,913)
	4,015,804	3,905,226	3,936,151
Expenditures (Schedule 1)			
Environmental monitoring	1,539,625	1,423,081	1,409,208
Corporate services	830,786	771,340	815,665
Floodplain management	544,576	294,936	345,694
Drinking water source protection	395,070	320,295	331,942
Stewardship	351,102	306,888	326,279
Recreation	209,126	203,455	156,792
Education	184,199	103,010	156,010
Property management	132,404	126,802	122,355
Vehicles and equipment	147,093	83,810	74,118
	4,333,981	3,633,617	3,738,063
Annual surplus (deficit)	(318,177)	271,609	198,088
Accumulated surplus, beginning of year	12,999,181	12,999,181	12,801,093
Accumulated surplus, end of year (note 6)	\$ 12,681,004	\$ 13,270,790	\$ 12,999,181

# AUSABLE BAYFIELD CONSERVATION AUTHORITY STATEMENT OF CHANGE IN NET FINANCIAL ASSETS

For the year ended December 31	2020 Actual	2019 Actual
Annual surplus (deficit) Amortization of tangible capital assets Net acquisition of tangible capital assets	271,609 186,077 (445,968)	198,088 175,771 (107,129)
Increase (decrease) in net financial assets	11,718	266,730
Opening balance	7,450,701	7,183,971
Closing balance	<b>\$ 7,462,419</b>	\$ 7,450,701

# AUSABLE BAYFIELD CONSERVATION AUTHORITY STATEMENT OF CASH FLOWS

For the year ended December 31	2020	2019
Operating activities		
Annual surplus (deficit)	271,609	198,088
Amortization expense not requiring cash outlay	186,077	175,771
Unrealized (gain) loss on investments	(100,523)	(377,988)
Decrease (increase) in accounts receivable	79,004	(434,042)
Decrease (increase) in due to/from related parties	7,327	33,314
Increase (decrease) in accounts payable	(123,655)	172,619
Increase (decrease) in deferred revenue	189,975	350,855
Cash provided by (used for) operating activities	509,814	118,617
Capital activities		
Net disposals (purchases) of tangible capital assets	(445,968)	(107,129)
Cash provided by (used for) capital activities	(445,968)	(107,129)
Investing activities		
Disposal (purchase) of marketable securities	9,466	(68,291)
Cash provided by (used for) investing activities	9,466	(68,291)
Financing activities		
Proceeds from long-term debt issued	150,000	-
Cash provided by (used for) financing activities	150,000	
Increase (decrease) in cash position	223,312	(56,803)
Cash (overdraft) beginning of year	1,255,869	1,312,672
Cash (overdraft) end of year	\$ 1,479,181	\$ 1,255,869

## AUSABLE BAYFIELD CONSERVATION AUTHORITY NOTES TO FINANCIAL STATEMENTS

### For the year ended December 31, 2020

The Ausable Bayfield Conservation Authority ("the Authority") was created through an Order-in-Council that was approved by the Administrator of the Government of the Province of Ontario, dated July 30, 1946, under the authority of the Conservation Authorities Act 1946. The Act sets out that the objects of the Conservation Authority are to establish and undertake, in its area of jurisdiction, a program designed to further the conservation, restoration, development and management of natural resources.

The Ausable Bayfield Conservation Authority, as a non profit organization, is exempt from income taxes under the Income Tax Act of Canada.

## 1. Accounting policies

The financial statements have been prepared by the management of the Authority in accordance with generally accepted accounting principles for organizations operating in the local government sector as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

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

### a) Accrual basis of accounting

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

## b) Investments

The marketable securities (consisting of equities, bonds, mutual funds and cash) are recorded at their current market value. Realized and unrealized gains and losses, arising on the recognition of market value, are recorded in the year that they occur.

### c) Inventory

Inventory representing items purchased for resale, is expensed to the respective program during the year.

### d) Tangible capital assets

Tangible capital assets are recorded at cost. The cost of a contributed asset is considered to be equal to its fair market value at the date of contribution.

The cost of a tangible capital asset is charged directly to the project or program. For items recorded as a capital purchase, an internal charge rate is calculated which is designed to recover all operating costs plus replacement costs. Projects or programs are then assessed by the internal rate which is applied based on usage records for the item involved. On an annual basis, the net revenue and expenses that are reported determine the appropriation to or from the internally restricted surpluses (Note 8).

In addition, the cost of any equipment that was leased from the private sector was allocated to current projects or programs.

## 1. Accounting policies (continued)

## d) Tangible capital assets (continued)

Amortization is provided over the estimated useful lives of the assets. The rates used are as follows:

Category	Amortization
	Period
Land	not applicable
Land improvements	50 - 75 years
Buildings	50 - 75 years
Linear assets	50 years
Equipment & machinery	10 - 60 years
Furniture	10 - 40 years
Vehicles	8 - 10 years
Information technology	5 - 8 years

## e) Contributed capital assets

Contributed capital assets are recognized as assets and revenue at fair value at the time they are received.

### f) Deferred revenue

Revenue restricted by legislation, regulation or agreement and not available for Authority purposes is reported as deferred revenue on the statement of financial position. The revenue is reported on the statement of financial activities in the year in which it is used for the specified purpose.

## g) Revenue recognition

Government funding including transfers, municipal capital and operating levies, grants, contract services and management fees are recognized in the financial statements when the payments are authorized and all eligibility criteria have been met, except when there is a stipulation that gives rise to an obligation that meets the definition of a liability. In that case, the funding is recorded as deferred revenue and recognized as revenue as the stipulations are met.

Authority generated revenues including property rental income, contract services, admissions and parking, permits, environmental assessments, programs, events, program and event sponsorships, product sales and membership fees are recognized as revenue in the period in which the related services are performed. Amounts collected for which the related services have not been performed are recorded as deferred revenue and recognized as revenue when the related services are performed. Unrestricted donations are recorded as revenue in the period they are received or receivable, when a reasonable estimate can be made of the amount involved. Externally restricted donations are deferred and recognized as revenue in the year in which the related expenses are recognized. Donated tangible capital assets are recorded at fair market value, when fair market value can be reasonably estimated.

### h) Government transfers

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

## i) Accumulated surplus

Appropriations are made from operations to accumulated surplus for future expenditures and contingencies for such amounts as are deemed appropriate, upon approval of the Board of Directors.

## 1. Accounting policies (continued)

### i) Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, the reported amounts of revenues and expenditures during the period, and the accompanying notes. Due to the inherent uncertainty in making estimates, actual results could differ from those estimates.

#### 2. Marketable securities

The marketable securities, stated at fair value, consist of the following:

	2020	2019
Cash and equivalents	175,725	207,710
Certificates of Deposit	2,373,689	2,590,053
Fixed Income Mutual Funds	1,138,753	940,712
Equity Mutual Funds	<u>3,254,199</u>	3,112,834
	\$ 6,942,366	\$ 6,851,309

The marketable securities have a cost of \$6,476,487 (2019: \$6,473,699) at year end.

### 3. Tangible capital assets

For additional information, see the Schedule of Tangible Capital Assets information on the tangible capital assets of the Authority by major class, as well as for accumulated amortization of the assets controlled.

### 4. Deferred revenue

Grants and other amounts that are received in advance of directly related expenses are deferred and recognized as revenue when the expenses are incurred. The amounts deferred in the current and prior year are as follows:

	2020	2019
Project grants	817,520	649,286
Part IV Enforcement	114,764	146,558
Special levy	76,372	61,756
Drinking Water Source Protection	48,597	70,626
Donations	34,898	-
User fees	50,737	3,556
	\$ 1,142,888	\$ 952,913

## 5. Promissory note payable

	2020	2019
promissory note payable secured by real estate, 0%		
interest, due on March 15, 2021	<u>\$ 150,000</u>	<u>\$ - </u>

Principal payments due during each of the next five years are approximately as follows: 2021 \$150,000

## 6. Accumulated surplus

The accumulated surplus has been segregated into the following respective categories and are all internally restricted by either management or the Board of Directors.

The respective funds and the utilization of the said funds are described as follows:

- Property Management Forest management, conservation area maintenance and capital improvements.
- Flood and Erosion Control Major Maintenance To offset the costs of the dam erosions and control structure repairs.
- Vehicles and Equipment Purchase of the fleet's vehicles, a tractor and other work machinery as well as computers, scientific equipment and monitoring stations.
- Barrier Free Trails Capital purchases, or improvements to create barrier free trails on conservation lands or lands where a partnership exists.
- Outdoor Education Staff's time and capital items that support education programs.
- Administration IT Information technology improvements to the Morrison Dam office and buildings.
- Stewardship Endowment Securement of property, implementation and maintenance of stewardship practices. Additional funds were transferred in 2014, the majority of which related to the capital gain realized on the sale of properties during the year.
- Administration Building Capital improvements to the Morrison Dam office and buildings.
- Operating Reserve Internally restricted surpluses, relating to specific departments, to be used for future expenditures.

For additional information, see the Schedule of Continuity of Accumulated Surplus.

### 7. Lessor commitment

The Authority has a lease contract with Great Canadian Hideaway Inc. for approximately 230 acres of land at the Parkhill Campground. The lease term expires in 2038. Basic rental revenue over the subsequent years is follows:

	2020
2021	\$ 18,180
2022	18,550
2023	18,920
2024	19,300
2025	19,680
Thereafter (2026 - 2038)	<u>294,765</u>
,	\$ 389,395

In addition to the rental revenue noted above, the Authority includes in its rental revenue the appropriate annual costs for taxes and insurance.

In addition, to the campground rent noted above, the Authority collects a percentage rent on an annual basis. The percentage rent is 5% of gross revenue in excess of \$250,000. In the current year \$6,003 (2019 : \$6,820) was received for percentage rent.

## 8. Related entity

Letters Patent incorporating the Ausable Bayfield Conservation Foundation under the Canada Corporations Act were granted on June 1, 1974. The Ausable Bayfield Conservation Foundation is a registered charity under the Income Tax Act. The Ausable Bayfield Conservation Authority exercises significant influence over the Foundation as it approves the appointment or reappointment of members to the Foundation. The Foundation aids the Conservation Authority in the cultivation and advancement of conservation in the Province of Ontario by providing funding for conservation projects that would otherwise not be undertaken by the Conservation Authority.

The Ausable Bayfield Conservation Foundation's financial information has not been consolidated in the Ausable Bayfield Conservation Authority's financial statements. The financial position of the Foundation is as follows:

	2020	2019
Financial Position		
Total assets	\$ 1,681,120	\$ 1,208,122
Total liabilities	804,045	<u>354,521</u>
Total net assets	\$ 877,075	\$ 853,601
Results of Operations		
Total revenues	\$ 157,908	\$ 280,709
Total expenses	134,434	231,476
Excess (deficiency) of revenues over expenses	<u>\$ 23,474</u>	\$ 49,233

The total liabilities include an amount payable to Ausable Bayfield Conservation Authority in the amount of \$15,524 (2019: \$22,851) for items purchased by the Authority, as well as contributions for education and barrier-free trails and facilities.

During the year, the Foundation received a donation of lands in the amount of \$0 (2019 : \$0) that were recorded as a direct increase in Net Assets.

The total expenses include contributions of \$20,617 (2019: \$17,889) to the Ausable Bayfield Conservation Authority. There were also \$57,036 (2019: \$78,683) in amounts that were received by the Ausable Bayfield Conservation Foundation, which were donated to the Ausable Bayfield Conservation Authority.

## 9. Financial instrument risk management

#### Credit risk

The Authority is exposed to credit risk through its cash, trade and other receivables, and short-term investments. There is the possibility of non-collection of its trade and other receivables. The majority of the Authority's receivables are from users and government entities. For trade and other receivables, the Authority measures impairment based on how long the amounts have been outstanding. For amounts outstanding considered doubtful or uncollectible, an impairment allowance is setup.

## Liquidity risk

Liquidity risk is the risk that the Authority will not be able to meet its financial obligations as they fall due. The Authority has a planning and a budgeting process in place to help determine the funds required to support the Authority's normal operating requirements on an ongoing basis. The Authority ensures that there are sufficient funds to meet its short-term requirements, taking into account its anticipated cash flows from operations and its holdings of cash and cash equivalents. To achieve this aim, it seeks to maintain an available line of credit balance as approved by the Board, at a minimum, expected requirements.

#### Market risk

Market risk is the risk that changes in market prices, such as foreign exchange rates or interest rates will affect the Authority's income or the value of its holdings of financial instruments. The objective of market risk management is to control market risk exposures within acceptable parameters while optimizing return on investments.

#### Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Authority is exposed to interest rate risk arising from the possibility that changes in interest rates will affect the variable rate of temporary borrowings and long-term liabilities and the value of fixed rate long-term liabilities.

There has been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure risks.

### 10. Budget amounts

Under Canadian public sector accounting standards, budget amounts are to be reported on the statement of operations for comparative purposes. The 2020 budget amounts for the Ausable Bayfield Conservation Authority approved by the Board are unaudited and have been restated to conform to the basis of presentation of the revenues and expenditures on the consolidated statement of activities.

## **AUSABLE BAYFIELD CONSERVATION AUTHORITY**

## **Schedule of Continuity of Accumulated Surplus**

For the Year Ended December 31, 2020

	Balance, beginning of year	Appropriations From Operations	Appropriations To Operations	Balance, end of year
Internally restricted surplus				
Property Management	286,945	45,013	-	331,958
Flood and Erosion Control				
Major Maintenance	670,889	57,530	(7,886)	720,533
Vehicles and Equipment	168,930	16,669	(30,252)	155,347
Barrier-Free Trails, Facilities	90,400	22,668	-	113,068
Outdoor Education	186,261	5,299	-	191,560
Administration IT	91,618	8,223	(1,620)	98,221
Stewardship Endowment	5,355,117	227,424	(209,024)	5,373,517
Administration Building	111,766	17,481	-	129,247
Operating Reserve	238,349	-	(22,953)	215,396
	7,200,275	400,307	(271,735)	7,328,847
Tangible capital assets	5,537,231	445,968	(186,077)	5,797,122
Working capital	261,675		(116,854)	144,821
	\$ 12,999,181	846,275	(574,666)	\$ 13,270,790

## **AUSABLE BAYFIELD CONSERVATION AUTHORITY**

## **Schedule of Tangible Capital Assets**

For the Year Ended December 31, 2020

_	Land	Land Improvements	Buildings	Motor Vehicles	Computer Equipment	Equipment	Furniture and Fixtures	Flood and Erosion Control Structures & Trails	TOTAL Net Book Value 2020	TOTAL Net Book Value 2019
Cost Balance, beginning of year Add: Additions during the year Less: Disposals during the year	2,245,211 376,883	273,620	2,042,482 16,806	228,496	376,962 1,375	235,858 46,757 (22,347)	102,686	6,638,380 4,147	12,143,695 445,968 (22,347)	12,036,566 107,129
Balance, end of year	2,622,094	273,620	2,059,288	_228,496	_378,337	260,268	102,686	6,642,527	12,567,316	12,143,695
Accumulated Amortization Balance, beginning of year Add: Amortization during the year Less: Accumulated amortization		237,044 4,634	939,896 38,315	169,894 21,620	317,947 21,863	167,340 15,380	89,494 2,374	4,684,848 81,891	6,606,463 186,077	6,430,692 175,771
on disposals Balance, end of year		241,678	978,211	191,514	339,810	(22,347) 160,373	91,868	4,766,739	(22,347) 6,770,193	6,606,463
Net Book Value										
of Tangible Capital Assets	2,622,094	31,942	1,081,077	36,982	38,527	99,895	10,818	1,875,788	\$ 5,797,123	\$ 5,537,232

# AUSABLE BAYFIELD CONSERVATION AUTHORITY EXPENDITURES BY TYPE

Schedule 1

For the year ended December 31	2020 Budget	2020 Actual	2019 Actual
Wages and benefits	2,409,100	2,381,278	2,347,243
Technical fees	255,650	249,573	405,123
Amortization of tangible capital assets	178,430	186,077	175,771
Program supplies	204,157	197,496	204,321
Partnership commitments	396,327	302,577	212,583
Repairs and maintenance	287,898	45,370	85,118
Memberships, dues, and fees	55,479	53,890	52,383
Property taxes	58,132	54,792	59,107
Insurance	51,547	58,253	51,000
Office	135,537	23,882	38,010
Utilities	45,114	35,236	34,951
Board of Directors	24,675	20,096	28,601
Travel	17,738	7,597	15,987
Training	20,108	6,352	10,769
Advertising and promotion	11,634	5,407	9,754
Rental	11,999	5,454	7,337
Interest and bank charges	3,194	287	5
Transfer to reserve	67,762	-	-
Capital asset additions	99,500	-	-
	4,333,981	3,633,617	3,738,063