



**CORPORATION OF THE TOWNSHIP OF PRINCE
SPECIAL MEETING AGENDA– TUESDAY NOVEMBER 20th 2023 5:00
MUSEUM HALL**

YouTube Stream:

<https://www.youtube.com/channel/UCXfSxlYppiNWde85MELeuQ>

Land Acknowledgement:

It is important that we acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of the Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Metis Council. We should and will honor and respect these Indigenous people as the ancestors and traditional stewards of the land upon which we stand today. May our relationships with the land teach us to live and work in good relationship with one another.

AGENDA

1. **Call to order**
2. **Approve Agenda
Resolution 2023-247**
Be it resolved that Council approves the agenda.

Moved By: _____ Seconded By: _____
3. **Disclosure of Pecuniary Interest**
4. **Minutes of Previous Meeting**
5. **Questions and Information Arising out of Minutes not Otherwise on Agenda**
6. **Petitions and/or delegations**
7. **Staff Reports**
8. **Planning**
9. **By-Laws**
10. **Notice and Notice of Motions**

11. Correspondence

12. Minutes of Boards and Committee

13. New Business

Resolution 2023-248

Be it resolved that Council accepts BDO's 2022 audited annual financial statements as information.

Moved By: _____ **Seconded By:** _____

MOVE INTO CLOSED SESSION – ADJOURNMENT TO FOLLOW

14. Minutes of Closed Session

15. Closed Session

Resolution 2023-249

Be it resolved that this Council move into the Closed Session at _____ to consider:

Pursuant to the Municipal Act, section 239 (2).

(b) personal matters about an identifiable individual, including municipal or local board employees;

(d) labour relations or employee negotiations;

Further be it resolved that should the said Closed Session be adjourned, the Council may reconvene in closed session to discuss the same matters without the need for a further authorizing resolution.

For the consideration of:

a) Administrative Staff Composition

Moved By: _____ **Seconded By:** _____

Resolution 2023-250

Be it resolved that this Council move out of closed session back into open session.

Moved By: _____ **Seconded By:** _____

a) Administrative Composition

Resolution 2023-251

Be it resolved that Council moves forward with the recruitment _____ (position title to be identified as resolution is read)

Moved By: _____ **Seconded By:** _____

16. Confirmatory By-Law- 2023-30

Resolution 2023 – 252

Be it resolved that the confirmatory bylaw 2023-30 be approved.

Moved By: _____ **Seconded By:** _____

17. Adjournment.

**Township of Prince
Consolidated Financial Statements
For the year ended December 31, 2022**

Draft

**Township of Prince
Consolidated Financial Statements
For the year ended December 31, 2022**

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Township of Prince
Management's Responsibility for Financial Reporting

December 31, 2022

The accompanying consolidated financial statements of the Township of Prince are the responsibility of management and have been approved by the Mayor and CAO / Clerk-Treasurer on behalf of Council.

The consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Consolidated financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the consolidated financial statements are presented fairly, in all material respects.

The municipality maintains systems of internal accounting and administrative controls of high quality, consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the municipality's assets are appropriately accounted for and adequately safeguarded.

The municipal Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the consolidated financial statements.

The consolidated financial statements have been audited by BDO Canada LLP in accordance with Canadian generally accepted auditing standards on behalf of the ratepayers and inhabitants of the municipality. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the municipality's consolidated financial statements.

_____ Mayor

_____ CAO / Clerk-Treasurer

Independent Auditor's Report

To the Members of Council, Inhabitants and Ratepayers of the Township of Prince

Opinion

We have audited the consolidated financial statements of Township of Prince (the Township) which comprise the consolidated statement of financial position as at December 31, 2022, and the consolidated statements of operations, changes in net financial assets, 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 Township as at December 31, 2022 and its consolidated results of operations, its consolidated change in net financial assets and its consolidated cash flows for the year then ended in accordance with the Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Township in accordance with the 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 these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing the Township'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.

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 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 Township'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 Township'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 Township 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 financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Township to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

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
Sault Ste. Marie, Ontario
November 14, 2023

Township of Prince
Consolidated Statement of Financial Position

December 31	2022	2021
Financial assets		
Cash	\$ 509,918	\$ 457,704
Taxes receivable	170,359	177,463
Accounts receivable	197,075	95,721
Portfolio investments (Note 12)	2,203,515	2,129,836
	3,080,867	2,860,724
Liabilities		
Accounts payable and accrued liabilities	327,757	295,399
Deferred revenue (Note 5)	440,135	278,162
Long term debt (Note 4)	315,000	357,000
	1,082,892	930,561
Net financial assets	1,997,975	1,930,163
Non-financial assets		
Tangible capital assets (Schedule 1)	5,408,888	5,274,300
Prepaid expenses	14,578	17,614
	5,423,466	5,291,914
Accumulated surplus (Note 3)	\$ 7,421,441	\$ 7,222,077

On behalf of the Council:

_____ Mayor

_____ Treasurer

Township of Prince Consolidated Statement of Operations

For the year ended December 31	Budget	2022	2021
Revenue			
Taxation (Note 2)	\$ 1,460,120	\$ 1,486,637	\$ 1,442,881
Government grants - Provincial	356,009	894,501	704,901
Government grants - Federal	73,045	40,605	49,009
User fees and service charges	29,220	64,857	48,793
Licences, permits and rents	4,450	670	79,999
Interest fines and penalties	30,000	22,257	34,880
Investment income	45,500	69,541	53,116
Other	3,000	(40,801)	10,995
	<u>2,001,344</u>	<u>2,538,267</u>	<u>2,424,574</u>
Expenses			
General government	452,300	491,875	432,138
Protection services	363,950	388,750	351,259
Transportation services	338,721	322,182	288,652
Environmental services	86,208	85,815	81,084
Health services	132,525	127,925	124,900
Social and family services	293,758	799,569	767,129
Recreation and cultural services	90,311	118,908	98,327
Planning and development	10,750	3,879	4,534
	<u>1,768,523</u>	<u>2,338,903</u>	<u>2,148,023</u>
Annual surplus	232,821	199,364	276,551
Accumulated surplus, beginning of year	<u>7,222,077</u>	<u>7,222,077</u>	<u>6,945,526</u>
Accumulated surplus, end of year	<u>\$ 7,454,898</u>	<u>\$ 7,421,441</u>	<u>\$ 7,222,077</u>

The accompanying notes are an integral part of these financial statements.

Township of Prince
Consolidated Statement of Change in Net Financial Assets

For the year ended December 31	Budget	2022	2021
Annual surplus	\$ 232,821	\$ 199,364	\$ 276,551
Acquisition of tangible capital assets	(523,477)	(443,087)	(171,577)
Amortization of tangible capital assets	242,829	242,829	208,862
Loss on disposal of tangible capital assets	-	65,670	-
Prepaid expenses and inventory of supplies	-	3,036	(4,126)
Net change in net financial assets	(47,827)	67,812	309,710
Net financial assets, beginning of year	1,930,163	1,930,163	1,620,453
Net financial assets, end of year	\$ 1,882,336	\$ 1,997,975	\$ 1,930,163

The accompanying notes are an integral part of these financial statements.

Township of Prince Consolidated Statement of Cash Flows

For the year ended December 31	2022	2021
Operating transactions		
Annual surplus	\$ 199,364	\$ 276,551
Amortization	242,829	208,862
Loss on disposal of tangible capital assets	65,670	-
	<u>507,863</u>	485,413
Changes in non-cash working capital balances		
Taxes receivable	7,104	920
Accounts receivable	(101,354)	34,410
Other current assets	3,036	(4,126)
Accounts payable and accrued liabilities	32,358	182,857
Deferred revenue	161,973	151,659
Portfolio investments	(73,679)	(457,718)
	<u>537,301</u>	393,415
Capital transactions		
Acquisition of tangible capital assets	(443,087)	(171,577)
Financing activities		
Repayment of long term debt	(42,000)	(42,000)
Net change in cash and cash equivalents	52,214	179,838
Cash and cash equivalents, beginning of year	457,704	277,866
Cash and cash equivalents, end of year	\$ 509,918	\$ 457,704

The accompanying notes are an integral part of these financial statements.

Township of Prince

Notes to Consolidated Financial Statements

December 31, 2022

1. Summary of significant accounting policies

The consolidated financial statements of the municipality have been prepared in accordance with Canadian public sector accounting standards, as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Basis of Consolidation These consolidated financial statements reflect the assets, liabilities, sources of financing and expenditures of all municipal organizations, committees and boards which are owned or controlled by the municipality, including the following:

Prince Township Library Board
Prince Township Parent/Child Resource Centre
Prince Township Museum Board

Cash and Cash Equivalents Management considers all highly liquid investments with maturity of three months or less at acquisition to be cash equivalents.

Tangible Capital Assets Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Land improvements	20 to 25 years
Buildings	20 to 40 years
Machinery and equipment	3 to 20 years
Vehicles	4 to 20 years
Furnishings and fixtures	5 to 20 years
Infrastructure - bridges, culverts & streetlights	25 to 75 years
Infrastructure - road bases	40 years
Infrastructure - road paved surface	25 years

Collection of Taxes on Behalf of Other Taxation Authorities The municipality collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of these other entities are not reflected in these consolidated financial statements.

Trust Funds Funds held in trust by the municipality and their related operations are not included in these consolidated financial statements. The financial activity and financial position of the trust funds are reported separately.

Retirement Benefits and Other Employee Benefit Plans The municipality provides pension benefits to specified employees through the Ontario Municipal Employees Retirement Fund (OMERS), a multi-employer plan. The municipality's contributions due during the period are expensed as incurred. The municipality provides other post-employment benefits. These costs accumulate over the period of service provided by employees and are determined using management's best estimates.

Township of Prince

Consolidated Summary of Significant Accounting Policies

December 31, 2022

1. Summary of significant accounting policies *(continued)*

Deferred Revenue Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations in the year in which it is used for the specified purpose.

Government Transfers Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Revenue Recognition Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions, such as reassessments due to audits, appeals and court decisions, could result in a change in the amount of tax revenue recognized. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts.

Sales of service and other revenue is recognized on an accrual basis.

Portfolio Investments Portfolio investments are recorded at cost. Portfolio investments are written down where there has been a loss in value that is other than a temporary decline.

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 at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

Township of Prince Notes to Consolidated Financial Statements

December 31, 2022

2. Taxation	2022	2021
Residential and multi-residential	\$ 1,667,589	\$ 1,618,569
Commercial and industrial	91,902	92,126
Taxation from other governments	26,692	26,607
	1,786,183	1,737,302
Deduct: amounts received or receivable for school boards	(299,546)	(294,421)
	\$ 1,486,637	\$ 1,442,881

3. Accumulated surplus	2022	2021
Reserves set aside for specific purposes by Council		
Working funds	\$ 1,219,204	\$ 1,332,496
Other	473,055	383,055
Museum restoration	11,789	11,789
Recreation, current purposes	31,397	31,397
Roads	394,779	394,779
Fire	74,000	74,000
Parks	40,900	40,900
	2,245,124	2,268,416
Reserve funds set aside for specific purposes by Council		
Fire	30,325	26,325
Total reserves	2,275,449	2,294,741
Equity in tangible capital assets	5,093,888	4,917,300
General deficit	(45,300)	(45,300)
Library surplus	11,441	12,683
Museum surplus (deficit)	(6,306)	5,077
Parent and Child Resource Centre surplus	92,269	37,576
	\$ 7,421,441	\$ 7,222,077

Allocation of annual surplus

	2022	2021
Equity in tangible capital assets	\$ 176,588	\$ 3,701
Reserve and reserve funds	(19,292)	254,379
General surplus (deficit)	(14,242)	-
Library surplus (deficit)	1,211	1,098
Museum deficit	406	(885)
Parent and Child Resource Centre surplus	54,693	18,258
	\$ 199,364	\$ 276,551

Township of Prince
Notes to Consolidated Financial Statements

December 31, 2022

4. Long term debt

Long term debt reported on the statement of financial position is comprised of the following:

	2022	2021
Ontario Infrastructure and Lands Corporation debenture due in 2030, with semi-annual principal payments of \$21,000 plus interest at a rate of 1.99%.	\$ 315,000	\$ 357,000

Principal payments over the next five years as thereafter are due as follows:

2022	\$ 42,000
2023	42,000
2024	42,000
2025	42,000
2026	42,000
Thereafter	105,000
	\$ 315,000

5. Deferred revenue

	2022	2021
Other deferred revenue	\$ 150,563	\$ 56,592
Parks - Obligatory	90,733	89,525
Federal Gas Tax - Obligatory	198,839	132,045
	\$ 440,135	\$ 278,162

Deferred revenue continuity

	2022	2021
Balance, beginning of year	\$ 278,162	\$ 126,503
Contributions	349,482	171,685
	627,644	298,188
Contributions used	187,509	20,026
Balance, end of year	\$ 440,135	\$ 278,162

Township of Prince

Notes Consolidated to Financial Statements

December 31, 2022

6. Post employment and retirement benefits

The municipality makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of eligible members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

Because OMERS is a multi-employer pension plan, the Township does not recognize any share of the pension plan deficit, as a joint responsibility of all Ontario municipalities and their employees. At December 31, 2022 OMERS reported an actuarial funding deficit of \$6,678 million. The municipality's contributions to OMERS equal those made by the employees. During the year, the municipality contributed \$44,834 (2021 - \$40,604) to the plan. As this is a multi-employer pension plan, these contributions are the township's pension benefit expense.

The municipality's employees accumulate unused sick days and may become entitled to a cash payment when they leave the municipality's employment. The cost of the benefits is determined using management's best estimate.

The liability for these accumulated days, amounted to \$- (2021 - \$-) at the end of the year.

7. Trust funds

Trust funds administered by the Township amounting to \$81,994 (2021 - \$78,459) have not been included in the "Consolidated Statement of Financial Position" nor have their operations been included in the "Consolidated Statement of Operations".

8. Credit facility

The municipality has established a \$300,000 bank operating line of credit bearing interest at prime and secured by a general security agreement. As at December 31, 2022, a balance of NIL was outstanding on this credit facility.

9. Public Sector Salary Disclosure Act

For Township of Prince, no employees were paid salaries, as defined in the Public Sector Salary Disclosure Act, 1996 of \$100,000 or more.

Township of Prince

Notes Consolidated to Financial Statements

December 31, 2022

10. Segmented information

The municipality is a diversified local government institution that provides a wide range of services to its citizens. For management reporting purposes, municipal operations and activities are organized and reported by Department. Departments were 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 activities are reported in these departments. Certain departments that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

General government

The administration department oversees the delivery of all government services. The department is responsible for ensuring that there are adequate policies and procedures in place to safeguard assets and to properly report financial activities. In addition, this department includes the governance activities of council.

Protection

Protection is comprised of the police, fire/emergency, by-law enforcement and building inspections departments. The mandate of the police department is to ensure the safety of the lives and property of citizens; preserve peace and good order; prevent crimes from occurring; detect offenders; and enforce the law. The fire/emergency department is responsible to provide fire suppression service; fire prevention programs; training and education related to prevention, detection or extinguishment of fires. The by-law enforcement and building inspection department ensures properties are in compliance with applicable legislation, by-laws, building standards and construction codes.

Transportation

The transportation department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, winter control and street lighting.

Environmental

The environmental department consists of solid waste disposal. The department provides drinking water to ratepayers, collecting and treating wastewater, and providing garbage collection and waste minimization programs and facilities for solid waste disposal.

Health

Through the Algoma Health Unit, the municipality contributes to public health services and education and through the Algoma District Services Administration Board, to ambulance services. In addition, this department oversees the care and maintenance of municipal cemeteries

Social and family

Through the Algoma District Services Administration Board, the municipality contributes to social assistance payments, child care services and social housing. In addition, the municipality provides alternative residential services for seniors.

Recreation and cultural

The recreation and cultural department provides public services that contribute to neighbourhood development and sustainability through the provision of recreation and leisure services such as parks, rink facilities, fitness and sports programs. It provides public services that contribute to healthy communities through partnerships, promotion, prevention, protection and enforcement. The department also contributes towards the information needs of the municipality's citizens through the provision of library services.

Township of Prince

Notes Consolidated to Financial Statements

December 31, 2022

10. Segmented information (continued)

Planning

The planning department provides a diverse bundle of services. It manages development for business interests, environmental concerns, heritage matters and neighbourhoods through planning and community development activities. It facilitates economic development by providing services for the approval of all land development plans.

For each reported segment, revenues and expenses include both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in the summary of significant accounting policies. For additional information see Schedule 2.

11. Budget

The Financial Plan (Budget) By-Law adopted by Council on July 12, 2022 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget was prepared on a modified accrual basis while Public Sector Accounting Standards now require a full accrual basis. The budget figures anticipated use of reserves and/or surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to \$nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the statements of operations and change in net financial assets (debt) represent the Financial Plan adopted by Council on July 12, 2022 with adjustments as follows:

Financial Plan (Budget) Bylaw surplus for the year	\$ -
Add:	
Capital expenditures	523,477
Less:	
Net inter-fund transfers from reserves	(47,827)
Amortization	<u>(242,829)</u>
Budget surplus per statement of operations	<u>\$ 232,821</u>

Township of Prince
Notes to Consolidated Financial Statements

December 31, 2022

12. Portfolio investments

Portfolio investments consist of mutual funds. The market value of the mutual funds is \$2,071,764 (2021 - \$2,006,365).

13. Comparative figures

The comparative figures have been restated to conform with current year presentation.

Township of Prince
Schedule 1 - Consolidated Tangible Capital Assets

For the year ended December 31, 2022

	Land	Buildings	Machinery and Equipment	Vehicles	Furnishings and Fixtures	Infrastructure	Construction in progress	Total
Cost, beginning of year	\$ 114,490	\$ 934,180	\$ 329,830	\$ 529,175	\$ 36,305	\$ 5,743,673	\$ 151,813	\$ 7,839,466
Additions	-	78,425	20,125	3,205	4,659	336,673	-	443,087
Disposals	(17,149)	(68,500)	-	-	-	-	-	(85,649)
Capitalized construction	-	-	-	-	-	151,813	(151,813)	-
Cost, end of year	97,341	944,105	349,955	532,380	40,964	6,232,159	-	8,196,904
Accumulated amortization, beginning of year	-	202,938	214,079	174,851	31,413	1,941,885	-	2,565,166
Amortization	-	26,752	21,607	29,773	2,992	161,705	-	242,829
Disposals	-	(19,979)	-	-	-	-	-	(19,979)
Accumulated amortization, end of year	-	209,711	235,686	204,624	34,405	2,103,590	-	2,788,016
Net carrying amount, end of year	\$ 97,341	\$ 734,394	\$ 114,269	\$ 327,756	\$ 6,559	\$ 4,128,569	\$ -	\$ 5,408,888

The net book value of tangible capital assets not being amortized because they are under construction/development or have been removed from service is \$NIL (2021 - \$151,813).

The Municipality holds various works of art and historical treasures. These items are not recognized as tangible capital assets in the financial statements because a reasonable estimate of the future benefits association with such property cannot be made.

Township of Prince
Schedule 1 - Consolidated Tangible Capital Assets (continued)

For the year ended December 31, 2021 (comparative figures)

	Land	Buildings	Machinery and Equipment	Vehicles	Furnishings and Fixtures	Infrastructure	Construction in progress	Total
Cost, beginning of year	\$ 114,490	\$ 918,534	\$ 324,931	\$ 529,175	\$ 34,171	\$ 5,743,673	\$ 2,915	\$ 7,667,889
Additions	-	15,646	4,899	-	2,134	-	148,898	171,577
Cost, end of year	114,490	934,180	329,830	529,175	36,305	5,743,673	151,813	7,839,466
Accumulated amortization, beginning of year	-	177,856	192,095	139,983	26,241	1,820,129	-	2,356,304
Amortization	-	25,082	21,984	34,868	5,172	121,756	-	208,862
Accumulated amortization, end of year	-	202,938	214,079	174,851	31,413	1,941,885	-	2,565,166
Net carrying amount, end of year	\$ 114,490	\$ 731,242	\$ 115,751	\$ 354,324	\$ 4,892	\$ 3,801,788	\$ 151,813	\$ 5,274,300

The net book value of tangible capital assets not being amortized because they are under construction (or development or have been removed from service) is \$151,813.

The Municipality holds various works of art and historical treasures. These items are not recognized as tangible capital assets in the financial statements because a reasonable estimate of the future benefits association with such property cannot be made.

**Township of Prince
Schedule 2 - Consolidated Segment Disclosure**

For the year ended December 31, 2022

	General Government	Protection	Trans- portation	Environ- mental	Health	Social and Family	Recreation and Cultural	Planning	Consolidated Total
Revenue									
Taxation	\$ 284,213	\$ 334,548	\$ 312,238	\$ 59,709	\$ 115,911	\$ 264,927	\$ 107,200	\$ 7,891	\$ 1,486,637
Government grants - Provincial	49,499	42,374	231,522	7,563	14,682	530,114	17,747	1,000	894,501
Government grants - Federal	-	-	6,300	-	-	32,210	2,095	-	40,605
User fees and service charges	3,575	6,280	2,825	22,507	4,635	13,316	6,744	4,975	64,857
Licences, permits and rents	670	-	-	-	-	-	-	-	670
Interest fines and penalties	22,257	-	-	-	-	-	-	-	22,257
Investment income	69,541	-	-	-	-	-	-	-	69,541
Other	-	7,720	-	-	-	-	(48,521)	-	(40,801)
	429,755	390,922	552,885	89,779	135,228	840,567	85,265	13,866	2,538,267
Expenses									
Salaries and benefits	236,527	77,499	47,584	3,038	4,903	399,529	23,416	-	792,496
Materials and supplies	232,036	72,284	107,616	47,785	350	105,015	64,761	-	629,847
Contracted services	20,405	188,063	6,343	30,449	-	-	-	3,879	249,139
Rents and financial expenses	-	6,894	-	-	-	-	-	-	6,894
External transfers and other	-	-	-	-	122,672	295,025	-	-	417,697
Amortization	2,907	44,010	160,639	4,543	-	-	30,731	-	242,830
	491,875	388,750	322,182	85,815	127,925	799,569	118,908	3,879	2,338,903
Net surplus (deficit)	\$ (62,120)	\$ 2,172	\$ 230,703	\$ 3,964	\$ 7,303	\$ 40,998	\$ (33,643)	\$ 9,987	\$ 199,364

Township of Prince
Schedule 2 - Consolidated Segment Disclosure (continued)

For the year ended December 31, 2021 (comparative figures)

	General Government	Protection	Trans- portation	Environ- mental	Health	Social and Family	Recreation and Cultural	Planning	Consolidated Total
Revenue									
Taxation	\$ 193,796	\$ 254,445	\$ 149,230	\$ 61,328	\$ 95,196	\$ 605,807	\$ 81,090	1,989	\$ 1,442,881
Government grants - Provincial	82,794	49,324	28,517	8,029	12,463	510,829	12,685	260	704,901
Government grants - Federal	-	-	20,025	-	-	28,984	-	-	49,009
User fees and service charges	20,535	3,538	50	120	8,976	7,289	5,785	2,500	48,793
Licences, permits and rents	61,619	-	-	-	-	-	18,380	-	79,999
Interest fines and penalties	34,880	-	-	-	-	-	-	-	34,880
Investment income	53,116	-	-	-	-	-	-	-	53,116
Other	10,995	-	-	-	-	-	-	-	10,995
	457,735	307,307	197,822	69,477	116,635	1,152,909	117,940	4,749	2,424,574
Expenses									
Salaries and benefits	240,399	62,173	41,848	2,900	4,092	353,991	29,844	-	735,247
Materials and supplies	168,185	63,289	110,347	40,432	5,046	129,680	35,522	-	552,501
Contracted services	20,646	180,141	5,934	33,209	-	-	-	4,534	244,464
Rents and financial expenses	-	7,729	-	-	-	-	-	-	7,729
External transfers and other	-	-	-	-	115,762	283,458	-	-	399,220
Amortization	2,908	37,927	130,523	4,543	-	-	32,961	-	208,862
	432,138	351,259	288,652	81,084	124,900	767,129	98,327	4,534	2,148,023
Net surplus (deficit)	\$ 25,597	\$ (43,952)	\$ (90,830)	\$ (11,607)	\$ (8,265)	\$ 385,780	\$ 19,613	215	\$ 276,551

**Township of Prince
Schedule 3 - Library Board**

Statement of Operations

For the year ended December 31	2022	2021
Revenue		
Grants - Province	\$ 2,069	\$ 2,069
Township contribution	5,000	5,000
Calendar	6,203	5,712
Other	540	73
	<u>13,812</u>	<u>12,854</u>
Expenses		
Amortization	2,240	2,264
Fundraising	1,563	1,563
Materials and supplies	5,778	6,419
Professional fees	1,060	2,027
Honorarium	4,200	4,200
	<u>14,841</u>	<u>16,473</u>
Annual deficit	(1,029)	(3,619)
Accumulated surplus , beginning of year	12,683	16,302
Accumulated surplus , end of year	\$ 11,654	\$ 12,683

Statement of Financial Position

December 31	2022	2021
Financial assets		
Cash	\$ 14,653	\$ 13,326
Prepaid expenses	1,336	870
	<u>15,989</u>	<u>14,196</u>
Liabilities		
Accounts payable	29	-
Due to township	4,519	3,966
	<u>4,548</u>	<u>3,966</u>
Net financial assets	11,441	10,230
Tangible capital assets	213	2,453
Accumulated surplus	\$ 11,654	\$ 12,683
Accumulated surplus represented by:		
Equity in tangible capital assets	\$ 213	\$ 2,453
Accumulated operating surplus	11,441	10,230
	<u>\$ 11,654</u>	<u>\$ 12,683</u>

Township of Prince
Schedule 4 - Museum Board

Statement of Operations

For the year ended December 31	2022	2021
Revenue		
Township contribution	\$ 4,000	\$ -
Federal grants	2,100	-
Other	36	-
	<u>6,136</u>	-
Expenses		
Bank charges	5	-
Materials and supplies	370	885
Professional fees	1,000	-
Wages and benefits	4,355	-
	<u>5,730</u>	885
Annual surplus (deficit)	406	(885)
Accumulated surplus, beginning of year	5,077	5,962
Accumulated surplus, end of year	\$ 5,483	\$ 5,077

Statement of Financial Position

December 31	2022	2021
Financial assets		
Cash	\$ 6,168	\$ 6,876
Due from Township of Prince	660	(454)
	<u>6,828</u>	6,422
Liabilities		
Accounts payable	<u>1,345</u>	1,345
Accumulated surplus	\$ 5,483	\$ 5,077
Accumulated surplus represented by:		
Reserves	\$ 11,789	\$ 11,789
Accumulated operating deficit	<u>(6,306)</u>	<u>(6,712)</u>
	\$ 5,483	\$ 5,077

Township of Prince
Schedule 5 - Parent/Child Resource Centre

Statement of Operations

For the year ended December 31	2022	2021
Revenue		
Grants - District Social Services Board	\$ 496,558	\$ 429,273
Grants - Government of Canada	32,210	31,229
Other	13,316	7,289
	<u>542,084</u>	<u>467,791</u>
Expenses		
Administration	2,035	4,900
Occupancy	18,380	11,332
Postage, stationary and office supplies	845	291
Program supplies	66,602	79,017
Wages and benefits	399,529	353,991
	<u>487,391</u>	<u>449,531</u>
Annual surplus	54,693	18,260
Accumulated surplus (deficit), beginning of year	37,576	19,316
Accumulated surplus, end of year	\$ 92,269	\$ 37,576

Statement of Financial Position

December 31	2022	2021
Financial assets		
Cash	\$ 65,859	\$ 60,609
Accounts receivable	93,459	29,023
Due from Township of Prince	23,847	8,473
	<u>183,165</u>	<u>98,105</u>
Liabilities		
Accounts payable and accrued liabilities	9,379	29,560
Deferred revenue	81,517	30,969
	<u>90,896</u>	<u>60,529</u>
Accumulated surplus	\$ 92,269	\$ 37,576

**Township of Prince
Trust Funds
Financial Statements
For the year ended December 31, 2022**

Draft

Independent Auditor's Report

To the Members of Council, Inhabitants and Ratepayers of the Township of Prince

Opinion

We have audited the financial statements of the Trust Funds of Township of Prince (the Township) which comprise the statement of financial position as at December 31, 2022, and the statement of continuity 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 Township as at December 31, 2022 and the results of its operations for the year then ended in accordance with the Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Township 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 these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

Independent Auditor's Report (continued)

- 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 Township'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 Township'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 Township to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Chartered Professional Accountants, Licensed Public Accountants
Sault Ste. Marie, Ontario
November 14, 2023

**Township of Prince
Trust Funds
Cemetery Care and Maintenance
Statement of Financial Position**

December 31	2022	2021
Assets		
Cash	\$ 16,413	\$ 14,296
Term deposit	45,000	45,000
Due from township	20,581	19,163
	<u>\$ 81,994</u>	<u>\$ 78,459</u>
Fund Balance		
Capital	\$ 81,994	\$ 78,459

Statement of Continuity

For the year ended December 31	2022	2021
Revenue		
Monument charge	\$ 200	\$ 326
Interest earned	2,055	1,506
Care & maintenance	1,280	2,000
	<u>3,535</u>	<u>3,832</u>
Expenditures	<u>-</u>	<u>-</u>
Annual surplus	3,535	3,832
Balance, beginning of year	<u>78,459</u>	<u>74,627</u>
Balance, end of year	<u>\$ 81,994</u>	<u>\$ 78,459</u>

Notes to Financial Statements

December 31, 2022

1. Significant accounting policies

The financial statements of the Trust Funds of Township of Prince are prepared in accordance with Canadian public sector accounting standards.

2. Cash

Cash is represented by funds on deposit in chartered banks or investment portfolios.



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2023-31

Being a BY-LAW to confirm proceedings of the meeting of Council November 20th 2023

WHEREAS Section 5(3) of the Municipal Act, R.S.O 2001 as amended requires a municipal council to exercise its power by bylaw except where otherwise provided;

AND WHEREAS in many cases, action which is taken or authorized to be taken by a Council or a Committee of Council does not lend itself to an individual bylaw;

Inconvenience

THE COUNCIL of THE CORPORATION of PRINCE HEREBY ENACTS AS FOLLOWS:

THAT the action of the Council at its meeting, **November 20th, 2023.**

1. In respect to each motion, resolution, and other action passed and taken by the Council at it's said meeting, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified, and confirmed.
2. **THAT** the Mayor and the proper officers of the Township are hereby authorized to and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary and directed to affix the Corporate Seal to all such documents as required.

READ and passed in open Council on this 20th day of November 2023,

Enzo Palumbo, Mayor

Steve Hemsworth, CAO Clerk

SEAL