**Financial Statements** 

**December 31, 2011** 

# **Financial Statements**

# Year Ended December 31, 2011

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#### **INDEPENDENT AUDITORS' REPORT**

To the Members of Catfish Creek Conservation Authority:

#### **Report on the Financial Statements**

We have audited the accompanying financial statements of **Catfish Creek Conservation Authority**, which comprise the statement of financial position as at December 31, 2011, and the statements of operations and accumulated surplus, changes in net assets, and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for public sector entities 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.

#### **Auditor's Responsibility**

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

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

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



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#### **Basis for Qualified Opinion**

In common with many charitable organizations, the organization derives revenue from charitable donations the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to contributions, the annual surplus or deficit, financial assets and accumulated surplus.

#### **Opinion**

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the statement of financial position of **Catfish Creek Conservation Authority** as at December 31, 2011, and the statements of operations and accumulated surplus, changes in net assets, and cash flow for the year then ended in accordance with Canadian accounting standards for public sector entities.

Aylmer, Ontario January 20, 2012 Graham Scott Eurs LLP
CHARTERED ACCOUNTANTS
Licensed Public Accountants

# Statement of Financial Position As At December 31, 2011

	2011 	2010 \$
FINANCIAL ASSETS	22 202	141.062
Cash Temporary Investments (Note 3)	32,203 638,835	141,062 606,727
Accounts receivable	66,522	76,600
	<u>737,560</u>	824,389
LIABILITIES Accounts payable and accrued liabilities	17,368	64,790
Deferred revenues (Note 6)	95,149	105,964
TOTAL LIABILITIES	112,517	170,754
NET FINANCIAL ASSETS	625,043	653,635
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Page 18 and 19)	<u>1,197,868</u>	<u>1,232,131</u>
ACCUMULATED SURPLUS	1,822,911	1,885,766

# Statement of Operations Year Ended December 31, 2011

	2011 Budget \$	2011 Actual \$	2010 Actual \$
DEVENIUE			<del></del>
REVENUES	4.47.500	450 506	462 202
Camping and day use	447,580	452,786	462,393
Municipal levies (Note 5)	230,848	230,849	225,196
Other provincial grants	146,457	147,635	132,566
Ministry of Natural Resources	79,835	79,835	79,835
Tree planting	62,000	63,270	61,766
Other	50,476	53,343	67,196
Donations and sponsorships	22,250	33,126	51,359
Ontario and Federal works programs	-	19,017	28,399
Interest	4,500	7,706	4,379
Federal grants		3,516	47,000
	1,043,946	1,091,083	1,160,089
EXPENDITURES			
Program expenditures (Page 15)	474,882	451,037	444,509
Camping and day use (Page 16)	463,826	438,806	405,273
Administration (Page 17)	162,137	140,878	146,080
Capital projects, surveys and studies (Page 16)	128,091	77,509	120,007
Amortization (Page 18 and 19)	, -	34,263	42,610
Acquisition of small tools and equipment	9,500	5,996	1,820
Motor Pool (Page 16)	6,410	5,449	6,900
	1,244,846	1,153,938	1,167,199
ANNUAL SURPLUS (DEFICIT) FOR THE YEAR	(200,900)	<u>(62,855</u> )	<u>(7,110</u> )

# Statement of Accumulated Surplus Year Ended December 31, 2011

	2011 \$	2010 
BALANCE, BEGINNING OF YEAR, AS PREVIOUSLY STATED	1,885,765	652,097
Prior period adjustments (Note 8)		1,240,778
BALANCE, BEGINNING OF YEAR, AS RESTATED	1,885,765	1,892,875
Annual surplus (deficit) for the year	<u>(62,855</u> )	(7,110)
BALANCE, END OF YEAR	<u>1,822,910</u>	1,885,765

# Statement of Cash Flows Year Ended December 31, 2011

	2011 	2010 \$
CASH FLOWS FROM OPERATING ACTIVITIES Cash receipts Cash expenditures Interest received	1,082,640 (1,167,097) <u>7,706</u>	1,235,039 (1,110,407) 4,379
Cash flows from (used in) operating activities	<u>(76,751</u> )	129,011
CASH FLOWS FROM INVESTING ACTIVITIES Additions to tangible capital assets		(33,963)
Cash flows (used in) investing activities		(33,963)
NET INCREASE (DECREASE) IN CASH DURING THE YEAR	(76,751)	95,048
CASH, BEGINNING OF YEAR	747,789	652,741
CASH, END OF YEAR	671,038	747,789
CASH IS COMPRISED OF: Cash Temporary investments	32,203 638,835	141,062 606,727
	671,038	747,789

# Statement of Change in Net Financial Assets Year Ended December 31, 2011

	2011 	2010
ANNUAL SURPLUS (DEFICIT)	(62,855)	(7,110)
Amortization of tangible capital assets Government assistance received on tangible capital assets (Note 10) Acquisition of tangible capital assets (Note 10)	34,263 16,296 (16,296)	42,610 - (33,963)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(28,592)	1,537
NET FINANCIAL ASSETS, BEGINNING OF YEAR	653,634	652,097
NET FINANCIAL ASSETS, END OF YEAR	625,042	653,634

## Notes to the Financial Statements Year Ended December 31, 2011

#### 1. NATURE OF THE ORGANIZATION

The Catfish Creek Conservation Authority (the "CCCA") is established under the Conservation Authorities Act of Ontario to further the conservation, restoration, development and the management of natural resources, other than gas, oil, coal and minerals for the watershed within its jurisdiction. CCCA's jurisdiction includes areas in the City of St. Thomas, the Municipality of Central Elgin, the Town of Aylmer, the Township of South-West Oxford and the Township of Malahide.

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of CCCA are prepared by management in accordance with Canadian generally accepted accounting principles for organizations operating in the local government sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by CCCA are as follows:

#### Basis of Accounting

Revenue and expenditures are recorded on the accrual basis. The accrual basis of accounting recognizes revenues in the period in which transactions or events occurred that gave rise to the revenues; expenditures are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

#### **Accounting Estimates**

The preparation of financial statements in accordance with Canadian generally accepted accounting principles for organizations operating in the local government sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reported period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they become known.

#### Revenue Recognition

The deferral method is used to account for contributions which include donations and government grants. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

## Notes to the Financial Statements Year Ended December 31, 2011

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Revenues (continued)

Municipal levy revenue is recognized in full once the Municipalities approve the levied amount.

Campground rental revenue is recognized when the campsite is used. For seasonal campground rentals the revenue is recognized over the camping season to which it relates.

Grant revenue is recognized during the period in which the corresponding expense is incurred.

Donation and sponsorship revenue is recognized when the money is received.

#### Classification of Expenditures

Expenditures are reported in four main categories, which follow the classifications set up by the Ministry of Natural Resources for program grants. By following these guidelines, there will be consistency of reporting by the 38 Conservation Authorities in Ontario. These are further explained as follows:

General administration expenditures include those associated with head office functions other than technical staff and associated programs.

Water and related land management expenditures include program administration, capital works for water related projects along with associated programs such as floodplain regulations, conservation services, dam operation and maintenance.

Conservation and recreation land management expenditures include capital works for recreation related projects along with associated programs such as wildlife conservation services.

Other operational expenditures include conservation areas, special employment projects, vehicles and equipment operations.

## Notes to the Financial Statements Year Ended December 31, 2011

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Buildings	50 years
Dams	100 years
Bridges, boardwalks and other wood structures	30 years
Water services and wells	50 years
Equipment	30 years
Vehicles	8 years

One half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

#### Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

#### 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 ordinary course of operations. The change in non-financial assets during the year, together with the annual surplus or deficit, provides the Change in Net Financial Assets for the year.

## Notes to the Financial Statements Year Ended December 31, 2011

#### 3. TEMPORARY INVESTMENTS

TEMI ORAKI INVESIMENIS	2011 	2010 \$
Mutual funds (market value - \$4,772) Guaranteed Investment Certificates (market value - \$508,439) Guaranteed Investment Certificates (market value - \$125,624)	4,772 508,439 <u>125,624</u>	104,565 502,162
	638,835	606,727

The mutual fund investment is held within the CIBC Canadian T-bill fund and can be redeemed at any time.

The guaranteed investment certificates bear interest at a rate of 0.5% and mature on March 12, 2012 and 0.7% and mature on December 24, 2012.

#### 4. RESERVES

The authority has established a number of internal reserves in order to ensure that funds are available to support future activities. The following reserves have been established:

#### Operational Reserve

The purpose of the operational reserve is to use any accumulated funds for the payment of expenditures that are not covered by government funding.

#### Capital Acquisition Reserve

This fund has been established to support the acquisition of various tangible capital assets as they become due for replacement.

#### Special Programs Reserve

This fund has been established to support funds designated by donors for special conservation projects to be carried out in the watershed.

#### Land Acquisition and Development Reserve

This fund has been established to support the acquisition of environmentally significant properties that would further the objectives of the Catfish Creek Conservation Authority

The reserve fund transfers for the year are outlined in the Schedule of Internal Reserves on page 14 of the financial statements.

## Notes to the Financial Statements Year Ended December 31, 2011

#### 5. MUNICIPAL LEVIES

The municipalities that participate as members of the Authority and their corresponding financial levies are as follows:

	2011	2010
		\$
Township of Malahide	96,994	94,606
Town of Aylmer	57,245	55,849
Municipality of Central Elgin	56,758	55,374
City of St. Thomas	13,111	12,791
Township of South-West Oxford	<u>6,741</u>	6,576
	230,849	225,196

The municipal levy for the Township of Malahide noted above includes a special levy of \$27,000 (2010 - \$26,151) related to the ice management program in Port Bruce.

#### 6. DEFERRED REVENUES

	2011 	2010 
Camping revenues Grant revenues	43,509 _51,640	62,116 43,848
	95,149	105,964

CCCA receives certain amounts, principally from other public sector bodies, which may only be used in the conduct of certain programs or completion of specific work. These amounts are recognized as revenue in the year the related expenditures are incurred or services performed.

Amounts are also received from seasonal campers for the forthcoming camping season. All amounts received from campers as down payments on the forthcoming season are deferred and brought into income over the forthcoming season.

#### 7. DONATED SERVICES

Community members have volunteered their time and work to CCCA. Since these services are not normally purchased and because of the difficulty of determining their fair value, donated services are not recognized in these statements.

## Notes to the Financial Statements Year Ended December 31, 2011

#### 8. PRIOR PERIOD ADJUSTMENTS

In 2010 the authority restated its financial statements to comply with the provisions of Section 3150 of the Public Sector Accounting Board Handbook which requires governments to record and amortize their tangible assets on their financial statements. In addition, revenue from contributed assets and government grants and transfers relating to capital acquisitions have been included in income. The adjustments recorded were as follows:

2010

Adjustments to opening 2010 accumulated surplus	\$
Net book value of tangible capital assets, as previously reported	-
Add: Net book value of tangible capital assets resulting from	
the adjustment of opening 2009 accumulated surplus	1,176,555
Assets capitalized but previously expensed	93,402
Less: Increase in accumulated amortization	(29,179)
Net book value of tangible capital assets, as restated	1,240,778

#### 9. ECONOMIC DEPENDENCE

The authority receives a substantial portion of its revenue from government grants and municipal levies. In 2011 these grants and levies accounted for approximately 44% of revenues (2010 - 44%).

#### 10. GOVERNMENT ASSISTANCE

During the year the Authority received government assistance totaling \$16,296 (2010 - \$Nil) toward the purchase of tangible capital assets. This assistance had been recorded as a reduction to the capital cost of the assets purchased.

#### 11. PENSION PLAN

The authority has established a Group RRSP plan for all regular full-time employees. Under terms of the plan the authority and the employee are required to make contributions equivalent to 5% of an employees gross salary.

# Schedule of Internal Reserves Year Ended December 31, 2011

Operational Reserve	2011	2010
BALANCE, BEGINNING OF YEAR	\$ 186,542	\$ 194,542
Transfer from (to) operating surplus Transfer (to) capital acquisition reserve Transfer from (to) special programs reserve Transfer (to) land acquisition and development reserve	(7,277) (13,492) 17,587 (7,069)	
BALANCE, END OF YEAR	<u>176,291</u>	186,542
Capital Acquisition Reserve	2011	2010
BALANCE, BEGINNING OF YEAR	$\frac{\$}{62,241}$	\$ 31,241
Transfer from (to) operational reserve	13,492	31,000
BALANCE, END OF YEAR	75,733	62,241
Special Programs Reserve	2011	2010
BALANCE, BEGINNING OF YEAR	\$ 198,693	2010 <u>\$</u> 177,310
Transfer (to) from operational reserve	(17,587)	21,383
BALANCE, END OF YEAR	<u>181,106</u>	198,693
<b>Land Acquisition and Development Reserve</b>	2011	2010
BALANCE, BEGINNING OF YEAR	2011 <u>\$</u> 184,840	2010 <u>\$</u> 182,682
Transfer from (to) operational reserve	<u> 7,069</u>	2,158
BALANCE, END OF YEAR	<u>191,909</u>	184,840

# Schedule of Program Expenditures Year Ended December 31, 2011

	2011 Budget \$_	2011 Actual <u>\$</u>	2010 Actual \$_	
PROGRAM EXPENDITURES				
Flood forecast and warning	141,573	133,795	128,102	
Ice management	58,527	68,585	52,303	
Tree planting	71,634	67,109	64,129	
Water management programs	69,574	56,123	83,164	
Plan input	29,550	28,802	27,397	
Flood control structures	25,062	28,065	18,150	
Conservation information and education	28,495	25,071	29,441	
Watershed planning	13,099	12,955	11,823	
Erosion control	12,155	11,826	10,108	
Woodlot management	11,576	7,395	3,185	
Technical studies	8,137	4,919	11,155	
Bad debts	-	3,390	_	
Fish and wildlife habitat	5,500	3,002	5,552	
	474,882	451,037	444,509	

# Schedule of Other Expenditures Year Ended December 31, 2011

Camping and Day Use								
	2011 Budget \$	2011 Actual <u>\$</u>	2010 Actual \$_					
Campground wages Campground expenses Maple syrup program Utilities	239,947 113,549 47,480 62,850 463,826	227,501 93,971 62,095 55,239 438,806	192,794 112,084 41,867 58,528 405,273					
Capital Projects, Surveys a	and Studies							
	2011 Budget \$	2011 Actual 	2010 Actual \$_					
Special projects - other Other conservation lands Special projects - contract services Capital projects - Springwater Conservation Area	50,760 35,075 13,246 	36,385 22,257 12,936 	55,186 37,588 27,233					
	128,091	77,509	120,007					
Motor Pool								
	2011 Budget \$	2011 Actual <u>\$</u>	2010 Actual 					
Fuel Maintenance and general repairs Insurance and licences	17,000 19,000 <u>6,410</u> 42,410	20,023 14,075 5,957 40,055	15,020 20,108 5,861 40,989					
Less internal charges for usage	(36,000)	(34,606)	(34,089)					
	6,410	5,449	6,900					

# Schedule of Administrative Expenditures Year Ended December 31, 2011

	2011	2011	2010
	Budget	Actual	Actual
	\$		\$_
WAGES AND BENEFITS Administrative staff salaries Employee benefits	67,914	65,368	62,473
	18,724	18,451	16,384
	86,638	83,819	78,857
GENERAL EXPENSES  Conservation Ontario Levy Professional fees Insurance and taxes General expenses Bank charges and interest	13,389 7,000 6,950 5,250 500 33,089	13,389 7,395 6,950 2,052 442 30,228	12,947 11,570 6,529 2,313 455 33,814
RENT AND UTILITY SERVICES Light, heat, power and water Telephone Office cleaning and maintenance	7,150 2,500	4,220 2,726 2,321 9,267	6,447 2,311 3,740 12,498
TRAVEL EXPENSES AND ALLOWANCE Members allowances and expenses Staff mileage and expenses	7,325	5,657	6,038
	<u>800</u>	597	<u>788</u>
	<u>8,125</u>	6,254	6,826
EQUIPMENT PURCHASES AND RENTAL Equipment purchase and rental Equipment maintenance	7,000	5,567	5,940
	3,685	2,358	2,953
	10,685	7,925	8,893
MATERIAL AND SUPPLIES Postage Stationery and office supplies	2,000	1,674	1,540
	4,950	1,711	3,652
	6,950	3,385	5,192
	162,137	140,878	146,080

# Schedule of Tangible Capital Assets Year Ended December 31, 2011

ASSET TYPE	Opening Historical Cost Balance (Jan 1/11)	2011 Acquisitions	2011 Disposals	2011 Write-Offs		Opening Accumulated Amortization Balance (Jan 1/11)	2011 Disposals	2011 Amortization	2011 Write-Offs	Ending Accumulated Amortization Balance (Dec 31/11)	Ending Net Book Value (Dec 31/11)
Infrastructure Related											
Land	648,445	-	_	_	648,445	-	_	_	_	=	648,445
Buildings	451,462	_	_	_	451,462	203,527	-	9,029	_	212,556	238,906
Dams	200,246	-	-	-	200,246	84,719	-	2,002	-	86,721	113,525
Bridges, boardwalks and											
other wood structures	72,570	-	-	-	72,570	41,559	_	1,951	-	43,510	29,060
Water services and wells	78,926				78,926	19,050		1,579		20,629	58,297
Infrastructure											
Related Sub-Total	<u>1,451,649</u>			=	<u>1,451,649</u>	<u>348,855</u>		<u>14,561</u>		<u>363,416</u>	1,088,233
General Capital											
Equipment	66,239	-	-	_	66,239	21,558	-	2,208	-	23,766	42,473
Vehicles	202,987		<u>-</u>		202,987	118,331		<u>17,494</u>		135,825	67,162
Commend Comital Sub Total	260 226				260 226	120 000		10.702		150 501	100 625
General Capital Sub-Total	<u>269,226</u>				<u>269,226</u>	139,889		<u>19,702</u>		<u>159,591</u>	109,635
<b>Total Tangible Capital Assets</b>	1,720,875				1,720,875	488,744		34,263		523,007	1,197,868

# Schedule of Tangible Capital Assets Year-ended December 31, 2010

ASSET TYPE	Opening Historical Cost Balance (Jan 1/10)	2010 Acquisitions	2010 Disposals	2010 Write-Offs		Opening Accumulated Amortization Balance (Jan 1/10)	2010 Disposals	2010 Amortization	2010 Write-Offs	Ending Accumulated Amortization Balance (Dec 31/10)	Ending Net Book Value (Dec 31/10)
Infrastructure Related											
Land	648,445	_	-	_	648,445	-	_	_	-	-	648,445
Buildings	451,462	-	-	-	451,462	194,498	-	9,029	-	203,527	247,935
Dams	200,246	-	=	-	200,246	82,717	=	2,002	-	84,719	115,527
Bridges, boardwalks and											
other wood structures	72,570	-	-	-	72,570	39,140	-	2,419	-	41,559	31,011
Water services and wells	<u>78,926</u>	<del></del>			78,926	<u>17,471</u>		1,579		19,050	59,876
Infrastructure Related Total	1,451,649	<u>-</u>	<u>-</u>		1,451,649	333,826		15,029		348,855	1,102,794
General Capital											
Equipment	32,276	33,963	_	_	66,239	19,350	_	2,208	_	21,558	44,681
Vehicles	202,987	<del>_</del>	<u>-</u>		202,987	92,958		25,373		118,331	84,656
General Capital Total	235,263	33,963	<u>-</u>	<u>-</u>	269,226	112,308	<u>-</u>	27,581		139,889	129,337
<b>Total Tangible Capital Assets</b>	1,686,912	33,963			1,720,875	446,134		42,610		488,744	1,232,131