Township of Hilton Consolidated Financial Statements For the year ended December 31, 2020

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Township of Hilton Management's Responsibility for Financial Reporting

December 31, 2020

The accompanying consolidated financial statements of the Township of Hilton are the responsibility of management and have been approved by the Reeve and 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 judgements. 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.



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Independent Auditor's Report

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

Opinion

We have audited the consolidated financial statements of Township of Hilton (the Township), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations, change 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, 2020, 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 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 the 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 consolidated 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

Carada UP

Sault Ste. Marie, Ontario

August 4, 2021



Township of Hilton Consolidated Statement of Financial Position

December 31		2020		2019
Financial assets				
Cash and short term investments	\$	1,154,766	\$	1,037,090
Taxes receivable	•	76,719	•	77,718
Accounts receivable		68,141		68,665
		1,299,626		1,183,473
Liabilities				
Accounts payable and accrued liabilities		75,525		68,087
Obligatory park reserve fund		64,398		63,134
Deferred revenue - Federal gas tax		36,985		38,038
	_	176,908		169,259
Net financial assets		1,122,718		1,014,214
Non-financial assets				
Tangible capital assets (Schedule 1)		2,053,092		1,998,746
Accumulated surplus (Note 3)	\$	3,175,810	\$	3,012,960

On behalf of the Council:

Township of Hilton Consolidated Statement of Operations

For the year ended December 31		Budget	2020	 2019
Revenue Taxation (Note 2) Government grants - Provincial Government grants - Federal Other municipalities User fees and service charges Licences, permits and rents Penalties and interest on taxes Investment income Gain (loss) of disposal of tangible capital assets	\$	621,238 341,600 20,000 1,000 5,900 1,500 8,000 14,300	\$ 624,324 407,100 73,396 1,000 11,401 3,885 8,676 14,476	\$ 584,193 585,000 1,741 1,500 20,653 4,075 13,516 10,469 30,000
Expenses General government Protection services Transportation services Environmental services Health services Social and family services Recreation and cultural services Planning and development		1,013,538 190,585 138,641 300,050 28,000 144,133 158,617 26,425 3,200 989,651	1,144,258 192,506 123,559 304,753 28,217 144,157 158,617 26,389 3,210 981,408	 1,251,147 181,010 119,644 283,498 25,577 142,530 153,367 26,017 3,057 934,700
Annual surplus		23,887	162,850	316,447
Accumulated surplus, beginning of year Accumulated surplus, end of year	-	3,012,960	\$ 3,012,960 3,175,810	\$ 2,696,513 3,012,960

Township of Hilton Consolidated Statement of Change in Net Financial Assets

For the year ended December 31	 Budget	2020	2019
Annual surplus	\$ 23,887 \$	162,850	\$ 316,447
Acquisition of tangible capital assets	(72,000)	(208,697)	(407,242)
Amortization of tangible capital assets	 135,200	154,351	135,106
Net change in net financial assets	87,087	108,504	44,311
Net financial assets, beginning of year	 1,014,214	1,014,214	 969,903
Net financial assets, end of year	\$ 1,101,301 \$	1,122,718	\$ 1,014,214

Township of Hilton Consolidated Statement of Cash Flows

For the year ended December 31	· · · · · · · · · · · · · · · · · · ·	2020		2019
On another two continues				
Operating transactions	\$	162 050	\$	216 447
Annual surplus	Þ	162,850	Ф	316,447
Items not involving cash Amortization		154,351		135,106
Loss on disposal of tangible capital assets		104,001		133,100
Loss of disposal of fatigible capital assets				
		317,201		451,553
Changes in non-cash operating balances		011,201		,
Taxes receivable		999		28,675
Accounts receivable		524		(21,635)
Accounts payable and accrued liabilities		7,438		1,513
Obligatory reserve and deferred revenue	_	211		32,109
		326,373		492,215
Capital transactions				
Acquisition of tangible capital assets		(208,697)		(407,242)
Net change in cash and cash equivalents		117,676		84,973
Cash and cash equivalents, beginning of year		1,037,090		952,117
Cash and cash equivalents, end of year	\$	1,154,766	\$	1,037,090

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 Canadian Institute of Chartered Accountants.

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. The following joint local boards/committees have been proportionately consolidated at the indicated percentages:

> St. Joseph Island Museum Board - 21% Hilton Union Fire Department - 50%

Cash and Cash Equivalents

Management considers all highly liquid investments with maturity of twelve 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	25 to 50 years
Buildings	25 to 50 years
Machinery and equipment	5 to 30 years
Vehicles	10 to 25 years
Furnishings and fixtures	5 to 20 years
Infrastructure - roads, bridges and culverts	25 to 50 years

Behalf of Other Taxation Authorities

Collection of Taxes on The township 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.

Retirement Benefits

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.

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.

Township of Hilton Notes to Consolidated Financial Statements

December 31, 2020

Significant accounting policies (continued)

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. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts.

Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional grant revenue is recognized when monies are receivable.

Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenditures are made.

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

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.

2.	Taxation		2020	2019
	Residential and multi-residential Commercial and industrial Taxation from other governments	\$	749,046 3,860 3,287	\$ 710,080 3,738 2,699
	Deduct: amounts received or receivable for school boards		756,193 (131,869)	716,517 (132,324)
	Deduct. difficulties received of receivable for control boards	<u> </u>	624,324	\$ 584,193

Property tax billings are prepared by the municipality based on an assessment roll prepared by Municipal Property Assessment Corporation ("MPAC"), an agency of the Ontario government. All assessed property values in the municipality were reviewed and values established based on a common valuation date which was used by the municipality in computing the property tax billings. However, property tax revenue and taxes receivable of the municipality are subject to measurement uncertainty as ratepayers may appeal the values assessed.

Township of Hilton Notes to Consolidated Financial Statements

December 31, 2020

3. Accumulated surplus

		2020		2019
Reserves set aside for specific purposes by Council				
	\$	237,067	\$	232,677
Office equipment	•	8,930	•	8,930
Physician recruitment		4,650		4,650
Protection services - fire		6,511		6,320
Volunteer fundraising		1,170		1,570
Transportation services - roadways		66,854		47,573
Succession planning		40,000		20,000
Museum		814		647
Modernization		157,000		225,000
Cannabis		15,000		15,000
COVID-19 Restart		49,846		10,000
Cenotaph		500		_
Enabling Accessibility		52,340		_
Chability Accessibility		02,040		
Total reserves		640,682		562,367
Because funde set saids for anguitis purposes by Council				
Reserve funds set aside for specific purposes by Council Protection services - fire		73,025		66,964
		114,797		107,573
General government General purposes		147,431		144,465
Transportation services - roadways equipment		117,183		105,061
Museum		29,600		27,784
Museum		23,000		21,704
Total reserve funds		482,036		451,847
Total reserves		1,122,718		1,014,214
Equity in tangible capital assets		2,053,092		1,998,746
	\$	3,175,810	\$	3,012,960

4. Employee benefits plans liabilities

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.

The municipality's contributions to OMERS equal those made by the employees. During the year, the municipality contributed \$13,254 (2019 - \$12,972) to the plan. As this is a multi-employer pension plan, these contributions are the municipality's pension benefit expense. Contribution amounts are determined by OMERS which adjusts rates to reflect actuarial requirements. Any surplus or deficit of the pension plan is not included in the municipality's financial statements.

Township of Hilton Notes to Consolidated Financial Statements

December 31, 2020

5. Public Sector Salary Disclosure Act

For 2020, no employees were paid salaries, as defined in the Public Sector Salary Disclosure Act, 1996 of \$100,000 or more.

6. Uncertainty due to COVID-19

Early 2020, the World Health Organization announced a global health emergency, and later a pandemic, due to the COVID-19 outbreak. As of the report date of the financial statements, the governments' response to curb the spread of COVID-19 continues to evolve. Municipal services are considered essential services and, consequently, the municipality has been able to continue to operate, providing services to support residents.

Due to the pandemic the Council made a motion to waive penalties and interest on past due property tax bills for the period of April 1, 2020 to June 30, 2020.

The impact on operations and the financial results of the municipality is being continuously monitored and evaluated by management. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The municipality will continue to focus on collecting receivables, managing expenditures, and leveraging existing reserves to ensure it is able to continue providing essential services to its ratepayers.

7. 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 Fund. Funds 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 funds. 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.

Township of Hilton Notes to Consolidated Financial Statements

December 31, 2020

7. Segmented information (continued)

Transportation

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

Environmental

The Township provides for the environmental needs of the municipality's citizens by purchasing service for garbage disposal, hazardous waste and recycling.

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.

Social and family

Through the Algoma District Services Administration Board, the municipality contributes to social assistance payments, child care services and social housing.

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, 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 and cultural needs of the municipality's citizens through the contribution to the local library and museum.

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 1 - Consolidated Schedule of Segment Disclosure.

Township of Hilton Schedule 1 - Consolidated Tangible Capital Assets

For the year ended December 31, 2020

	Land	Impro	Land ovements	Buildings	Machinery and Equipment	Vehicles	lní	rastructure	Construction in Progress	Total
Cost, beginning of year	\$ 128,700	\$	19,582	\$ 288,083	\$ 203,923	\$ 309,009	\$	4,026,296	\$ -	\$ 4,975,593
Additions	 		-		 	 68,357		140,340	-	208,697
Cost, end of year	 128,700		19,582	 288,083	 203,923	377,366		4,166,636	•	5,184,290
Accumulated amortization, beginning of year	-		19,582	162,217	136,231	52,794		2,606,023	-	2,976,847
Amortization	 			 7,646	 13,595	23,341		109,769	-	 154,351
Accumulated amortization, end of year	 		19,582	169,863	149,826	 76,135		2,715,792	-	3,131,198
Net carrying amount, end of year	\$ 128,700	\$	•	\$ 118,220	\$ 54,097	\$ 301,231	\$	1,450,844	\$	\$ 2,053,092

Township of Hilton Schedule 1 - Consolidated Tangible Capital Assets (Continued)

For the year ended December 31, 2019 (comparative figures)

		Land	lm	Land provements	Buildings	Machinery and Equipment	Vehicles	Ini	rastructure	Construction in Progress	Total
Cost, beginning of year	\$	128,700	\$	19,582	\$ 288,083	\$ 198,876	\$ 203,982	\$	3,887,136	\$ -	\$ 4,726,359
Additions		-		-	-	5,047	263,035		139,160	-	407,242
Disposals		-	-	•	-	-	(158,008)		•	-	(158,008)
Cost, end of year	_	128,700		19,582	288,083	 203,923	309,009		4,026,296		4,975,593
Accumulated amortization, beginning of year		-		19,582	155,043	127,757	187,461		2,509,906	_	2,999,749
Amortization		-		-	7,174	8,474	23,341		96,117	-	135,106
Disposals	_				-	· -	 (158,008)		-	_	(158,008)
Accumulated amortization, end of year	_	*********************		19,582	 162,217	136,231	 52,794		2,606,023	•	2,976,847
Net carrying amount, end of year	\$	128,700	\$	-	\$ 125,866	\$ 67,692	\$ 256,215	\$	1,420,273	\$ -	\$ 1,998,746

Township of Hilton Schedule 2 - Consolidated Segment Disclosure

For the year ended December 31, 2020

Revenue	G	General Sovernment	Protection	Trans- portation	Environ- mental	Health	Social and Family	Recreation and Cultural	Planning	Consolidated Total
Taxation Government grants - Provincial Government grants - Federal	\$	116,855 \$ 120,079 52,340	96,667 \$ 45,150 -	157,705 \$ 123,658 20,000	19,665 \$ 9,185 -	101,227 \$ 47,279 -	111,399 52,031 -	\$ 18,559 \$ 8,668 1,056	2,247 \$ 1,050	407,100 73,396
Other Municipalities User fees and service charges Licences, permiss and rents		445	1,000 - 3,885	8,450 -	- -	:	:	1,580 -	926 -	1,000 11,401 3,885
Penalties and interest on taxes Investment income	_	8,676 14,476	•	<u>-</u>	<u>.</u>	<u>.</u>	•	-		8,676 14,476
		312,871	146,702	309,813	28,850	148,506	163,430	29,863	4,223	1,144,258
Expenses										
Salaries and benefits		114,025	6,093	98,420	-	-	-	5,571	-	224,109
Materials and supplies		34,154	6,831	62,498	•	-	-	5,341	300	109,124
Contracted services Rents and financial		36,452	103,052	4 040	28,217	-	•	1,029	-	168,750
External transfers and other		5,230	-	1,612	-	144,157	- 158,617	40 E40	2 040	6,842
Amortization		2,645	7,583	142,223	<u> </u>		-	12,548 1,900	2,910	318,232 154,351
	_	192,506	123,559	304,753	28,217	144,157	158,617	26,389	3,210	981,408
Net surplus	\$	120,365 \$	23,143 \$	5,060 \$	633 \$	4,349 \$	4,813	\$ 3,474 \$	1,013 \$	162,850

Township of Hilton Schedule 2 - Consolidated Segment Disclosure (Continued)

For the year ended December 31, 2019 (comparative figures)

Revenue	G	General overnment	Protection	Trans- portation	Environ- mental	Health	Social and Family	Recreation and Cultural	Planning	Consolidated Total
Taxation	\$	91,968 \$	86,097 \$	141,527 \$	21,126 \$	107,538 \$	115,717	\$ 18,100 \$	2,120	\$ 584,193
Government grants - Provincial		96,863	76,636	175,975	18,805	95,722	103,001	16,111	1,887	585,000
Government grants - Federal Other Municipalities		-	4 500	-	-	-	-	1,741	-	1,741
User fees and service charges		675	1,500	16 540	-	-	-	-	-	1,500
Licences, permits and rents		0/5	4,075	16,540	-	-	-	2,516	922	20,653
Penalties and interest on taxes		13,516	4,075	_	-	-	-	-	-	4,075
Investment income		10,469	-	- -	-	_		-	-	13,516 10,469
Other including loss on disposal on assets		30,000	-	-	-	<u> </u>			-	30,000
	_	243,491	168,308	334,042	39,931	203,260	218,718	38,468	4,929	1,251,147
Expenses										
Salaries and benefits		113,427	5,874	94,447	-	-	-	5,879	-	219,627
Materials and supplies		24,188	7,022	64,306	-	-	-	4,735	300	100,551
Contracted services		35,229	99,165	-	25,577	_	-	1,164	-	161,135
Rents and financial		5,521	-	1,767	•	-	-	•	-	7,288
External transfers and other		-		-	-	142,530	153,367	12,339	2,757	310,993
Amortization	_	2,645	7,583	122,978	-	-	-	1,900	-	135,106
	_	181,010	119,644	283,498	25,577	142,530	153,367	26,017	3,057	934,700
Net surplus (deficit)	\$	62,481 \$	48,664 \$	50,544 \$	14,354 \$	60,730 \$	65,351	12,451 \$	1,872	316,447