



## REPORT

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**TO:** Chair and Members of the Budget Committee

**FROM:** Dana Stanescu – Accounting Supervisor

**DATE:** December 6, 2021

**REPORT NO.:** CORPSERV-2021-0045

**SUBJECT:** Ontario Regulation 284/09, 2022 Budget

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### RECOMMENDATION:

THAT Report No. CORPSERV-2021-0045 dated December 6, 2021 regarding Ontario Regulation 284/09, 2022 Budget be received;

AND FURTHER THAT Council approves this report, which meets the requirements of Regulation 284/09 and outlines the 2022 Operating and Capital Budgets in a format that is compliant with the Public Sector Accounting Board (PSAB);

AND FURTHER THAT should any budget changes be approved by Budget Committee, the PSAB compliant 284/09 report will be amended to include those changes, to ensure consistency with the approved budget.

### KEY POINTS:

The following are key points for consideration with respect to this report:

- Differences between cash and PSAB accounting of the 2022 budget are detailed in Tables 1 and 2 of this report. This report fulfills the requirements of the Ontario Regulation 284/09. Accounting staff will monitor actual results throughout the 2022 financial year.

### BACKGROUND AND DISCUSSION:

In 2009, accounting standards and financial reporting requirements changed significantly, with the most notable change being the reporting requirements on Tangible

Capital Assets (TCA). However, these new accounting standards do not require budgets to be prepared on the same basis.

The Town of Halton Hills, like many municipalities, continues to prepare budgets on a traditional cash basis. These budgets do not include the Public Sector Accounting Board (PSAB) requirements of accrual accounting and accounting for non-financial assets such as Tangible Capital Assets.

Ontario Regulation 284/09 requires municipalities that have excluded expenses in their budgets to prepare a report detailing those excluded expenses and adopt the report by resolution prior to adopting a budget for the year. Allowable excluded expenses as per Ontario Regulation 284/09 can be all or a portion of the following:

- a. Amortization expenses
- b. Post-employment benefit expenses
- c. Solid waste landfill closure and post-closure expenses

The Town excludes expenses related to amortization as they are non-cash expenses. Post-employment benefit expenses are included in the budget therefore no adjustment is required. The post-closure solid waste landfill expenses are included in the waste management levy from the Region as they monitor the former landfill site, which was closed in 1973.

The Regulation requires the report to contain at a minimum:

- a. An estimate of the change in accumulated surplus (revenues less expenditures) of the municipality to the end of the year resulting from the exclusion of expenses
- b. An analysis of the estimated impact of the exclusion of expenses on future tangible capital asset funding requirements

In addition to these excluded expenses, the cash-based budgets prepared by the Town include certain types of transactions that need to be excluded for PSAB reporting purposes. These are not covered in Ontario Regulation 284/09; however, for purposes of transparency and consistency, the accumulated surplus contained in this report will be included as budget figures in the 2022 published financial statements, as approved by Council. As such, the following items that are included in the cash-based budget will be excluded from the PSAB-based budget:

- a. Debenture principal repayment expenditures net of recoveries
- b. Transfers to reserve funds
- c. Contribution from reserve funds
- d. Tangible Capital Asset costs
- e. Cash inflows from debenture issues reported as revenue in cash-based budget

Table 1 outlines the changes made to convert the balanced 2022 budget prepared under the cash basis of accounting to increase the Town's accumulated surplus in the amount of \$11,630,179.

<b>Table 1</b>	
<b><u>2022 Proposed Budget - Cash Based</u></b>	
Proposed 2022 Operating Budget Tax Levy	\$ 58,959,300
Proposed 2022 Operating Budget Other Revenues	26,262,132
Proposed 2022 Operating Budget Expenditures	<u>(85,221,432)</u>
Surplus/(Deficit)	<u>\$ -</u>
Proposed 2022 Capital Budget Funded	\$ 27,388,100
Proposed 2022 Capital Budget Expenditures	<u>(27,388,100)</u>
Surplus/(Deficit)	<u>\$ -</u>
Acton & Georgetown BIA Budget Revenues	\$ 408,260
Acton & Georgetown BIA Budget Expenditures	<u>(408,260)</u>
Surplus/(Deficit)	<u>\$ -</u>
<b>Add Revenues Excluded from Cash Based Budget</b>	
Donated Tangible Capital Assets	\$ 3,000,000
Equity Income on Investments	2,492,411
Exclusion Impact on Accumulated Surplus/(Deficit)	<u>\$ 5,492,411</u>
<b>Add Expenditures Excluded from Cash Based Budget</b>	
Amortization Expense	<u>(17,616,000)</u>
Exclusion Impact on Accumulated Surplus/(Deficit)	<u>\$ (17,616,000)</u>
<b>Remove Non PSAB Items from Cash Based Budget</b>	
Debenture Principal Repayments (Net of Recoveries)	4,282,900
Transfers to Reserves	12,598,968
Contribution from Reserves (Capital Budget)	(15,182,000)
Contribution from Reserves (Operating Budget)	(2,555,800)
Fixed Asset/TCA Expenditures	24,609,700
Total Impact on 2022 Accumulated Surplus/(Deficit)	<u>\$ 11,630,179</u>

Amortization of \$17,616,000 listed in Table 1 above has a major impact on the 2022 accumulated surplus amount. The amortization expense reduces the surplus amount and reduces the net book value of the Tangible Capital Assets reported on the annual audited statement of financial position.

Fixed assets purchases of \$24,609,700 documented in Table 1 are higher than amortization. This suggests that the Town's assets are being replaced at a rate higher than they are declining.

Budgeted amortization amounts are based on a projection of existing assets and the associated annual amortization charge. It does not include a projection for assets not yet in service or new assets that have not, as yet, been recorded in the fixed assets sub-ledger.

Table 2 shows the proposed budget in PSAB format. This layout will be used in the preparation of the annual published financial statements and will be adjusted to incorporate any budget night changes approved by Council.

<b>Table 2</b>	<b>2022 PSAB Format Budget</b>
<b>Revenues</b>	
Taxation (Including Supps & PILs)	\$ 61,403,819
User Fees & Charges	7,653,909
Government Transfers	
Federal	4,101,000
Provincial	2,830,544
Other Municipalities	755,767
Investment Income	1,155,000
Development Charges	7,165,500
Donated Tangible Capital Assets	3,000,000
Promissory Note Interest from HHCEC	362,600
Dividend Income from HHCEC	1,692,000
Equity Income from HHCEC	2,492,411
Other	5,491,553
	<u>98,104,103</u>
<b>Expenses</b>	
General Government	14,735,600
Protection Services	14,950,555
Transportation Services	25,040,973
Environmental Services	2,898,100
Health Services	382,216
Social & Family Services	907,020
Recreation & Cultural Services	23,162,127
Planning & Development	4,397,333
	<u>86,473,924</u>
<b>Annual Surplus/(Deficit)</b>	<u>\$ 11,630,179</u>

**STRATEGIC PLAN ALIGNMENT:**

This report aligns to the Town's Strategic plan recognizing the value to provide responsive, effective municipal government and strong leadership in the effective and efficient delivery of municipal services.

This report also identifies fiscal and corporate management as one of the Town's Strategic priorities.

**RELATIONSHIP TO CLIMATE CHANGE:**

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

**PUBLIC ENGAGEMENT:**

Public Engagement was not needed as this report is administrative in nature.

**INTERNAL CONSULTATION:**

Consultations were held with other municipalities on the format of this report.

**FINANCIAL IMPLICATIONS:**

This report is administrative in nature and does not have any financial implications.

The intent of this report is to describe the conversion of the cash-based proposed budget to a Public Sector Accounting Board budget format and compliance thereof.

Reviewed and approved by,

Joseph Vandermeer, Deputy Treasurer & Senior Manager of Accounting and Taxation

Moya Jane Leighton, Director of Finance & Town Treasurer

Laura Lancaster, Acting Commissioner of Corporate Services

Chris Mills, Chief Administrative Officer