



Water Ontario Regulation 453/07 Financial Plan

Township of Guelph/Eramosa

Financial Plan #104-301A

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
A.M.P.	Asset Management Plan
D.C.	Development Charges
F.I.R.	Financial Information Return
MECP	Ministry of the Environment, Conservation and Parks
MMAH	Ministry of Municipal Affairs and Housing
OCIF	Ontario Community Infrastructure Fund
O. Reg.	Ontario Regulation
PSAB	Public Sector Accounting Board
S.D.W.A.	Safe Drinking Water Act
T.C.A.	Tangible Capital Assets
W.O.A.	Water Opportunities Act



Report



Chapter 1

Introduction



1. Introduction

1.1 Study Purpose

Watson & Associates Economists Ltd. (Watson) was retained by the Township of Guelph/Eramosa (Township) to prepare a water financial plan as part of the five submission requirements for the purposes of renewing a municipal drinking water license as per the *Safe Drinking Water Act, 2002*. In general, a financial plan requires an in-depth analysis of capital and operating needs, a review of current and future demand versus supply, and consideration of available funding sources. This detailed financial planning and forecasting in regard to the Township's water system has already been completed and documented by Watson within the "Township of Guelph/Eramosa Water and Wastewater Rate Study" (2025 Rate Study). The objective of the report provided herein is to convert the findings of the 2025 Rate Study into the prescribed reporting requirements for a financial plan as defined by Ontario Regulation 453/07 (O. Reg. 453/07).

1.2 Assumptions for the Financial Plan

The Township's residents and businesses are serviced with drinking water from three separate systems, which include:

1. Rockwood Water Supply System
2. Hamilton Drive Water Supply System
3. Gazer-Mooney Water Distribution System.

The Rockwood and Hamilton Drive water supply systems are owned by the Township. The Gazer-Mooney system is supplied directly, under agreement with the City of Guelph and the Township is responsible for the lifecycle costs of the infrastructure that is in place within the Township's boundaries. The customers on the Gazer-Mooney system pay a flat rate which includes both water and wastewater services, with 25% of the value of the system related to the water infrastructure and 75% related to the wastewater system. Therefore, for the purposes of this financial plan, 25% of the lifecycle reserves and operating costs have been assumed to be related to water.

This Financial Plan #104-301A is a combined financial plan for all three water systems.



1.3 Background

The *Safe Drinking Water Act* (S.D.W.A.) was passed in December 2002 in order to address some of the recommendations made by the Walkerton Inquiry Part II report. One of the main requirements of the Act is the mandatory licensing of municipal water providers. Subsection 31 (1) specifically states,

“No person shall,

- a) establish a new municipal drinking water system or replace or carry out an alteration to a municipal drinking water system except under the authority of and in accordance with an approval under this Part or a drinking water works permit; or
- b) use or operate a municipal drinking water system that was established before or after this section comes into force except under the authority of and in accordance with an approval under this Part or municipal drinking water licence.”

In order to become licensed, a municipality must satisfy five key requirements as per subsection 44 (1):

1. Obtain a drinking water works permit.
2. Acceptance of the operational plan for the system based on the Drinking Water Quality Management Standard.
3. Accreditation of the Operating Authority.
4. Prepare and provide a financial plan.
5. Obtain permit to take water.

The preparation of a financial plan is a key requirement for licensing and as such, must be undertaken by all water providers.

1.3.1 Financial Plan Defined

Section 30 of the S.D.W.A. provides the following definition of financial plans:

"financial plans" means financial plans that satisfy the requirements prescribed by the Minister.

These requirements are outlined in O. Reg. 453/07 and are examined in detail below.



1.3.2 Financial Plan Requirements – Existing System (Licence Renewal)

O. Reg. 453/07 provides details on the requirements for existing water systems (licence renewal), which are summarized as follows:

- Financial plans must be approved by resolution of Council (or governing body);
- Financial plans must include a statement that the financial impacts have been considered and apply for a minimum six-year period (commencing in the year of licence expiry);
- Financial plans must include detail regarding proposed or projected financial operations itemized by total revenues, total expenses, annual surplus/deficit and accumulated surplus/deficit (i.e. the components of a “Statement of Operations” as per the P.S.A.B.) for each year in which the financial plans apply;
- Financial plans must present financial position itemized by total financial assets, total liabilities, net debt, non-financial assets, and tangible capital assets (i.e. the components of a “Statement of Financial Position” as per P.S.A.B.) for each year in which the financial plans apply;
- Gross cash receipts/payments itemized by operating transactions, capital transactions, investing transactions and financial transactions (i.e. the components of a “Statement of Cash Flow” as per P.S.A.B.) for each year in which the financial plans apply;
- Financial plans applicable to two or more solely-owned drinking water systems can be prepared as if they are for one drinking water system;
- Financial plans are to be made available to the public upon request and at no charge;
- If a website is maintained, financial plans are to be made available to the public through publication on the Internet at no charge;
- Notice of the availability of the financial plans is to be given to the public; and
- Financial plan is to be submitted to the Ministry of Municipal Affairs and Housing.

1.3.3 Financial Plan Requirements – General

Given that the requirement for a financial plan is legislated under the S.D.W.A., a financial plan is mandatory for water systems. The financial plans shall be for a forecast period of at least six years but longer planning horizons are encouraged. The ten-year forecast included in this financial plan goes above and beyond the minimum



requirement. The financial plan is to be completed and approved by resolution of Council or the governing body in accordance with subsection 3 (1), paragraph 1 of O. Reg. 453/07. Confirmation of approval of the financial plan must be submitted at the time of municipal drinking water license renewal (i.e., six months prior to license expiry).

A copy of the financial plan must be submitted to the Ministry of Municipal Affairs and Housing (MMAH). The financial plan does not need to be submitted to the Ministry of the Environment, Conservation, and Parks (MECP); however, the MECP may request it in the course of review of the licence renewal. Financial plans may be amended and additional information beyond what is prescribed can be included if deemed necessary. The financial plan must contain on the front page, the appropriate financial plan number as set out in Schedule A of the Municipal Drinking Water Licence.

1.3.4 Public Sector Accounting Board (P.S.A.B.) Requirements

The components of the financial plans indicated by the regulation are consistent with the requirements for financial statement presentation as set out in section PS1201 of the Canadian Institute of Chartered Accountants Public Sector Accounting Handbook:

“Financial statements should include a Statement of Financial Position, a Statement of Operations, a Statement of Change in Net Debt, and a Statement of Cash Flow.”

The format required is to conform to the requirements of PS1201 and PS3150. The financial statements are to be reported on a full accrual accounting basis. The accrual accounting method recognizes revenues and expenses in the same period as the activities that give rise to them regardless of when they are actually paid for. Since an exchange of cash is not necessary to report a financial transaction, the accrual method is meant to provide a more accurate picture of financial position.

The accounting treatment of tangible capital assets is prescribed under section PS3150. Tangible capital assets are to be capitalized to ensure an inventory of the assets owned is recorded and to account for their ability to provide future benefits.

The Statement of Cash Flow and the Statement of Change in Net Financial Assets/Debt are required statements. The Statement of Change in Net Financial Assets/Debt reports on whether enough revenue was generated in a period to cover the expenses in the period and whether sufficient resources have been generated to support current and



future activities. The Statement of Cash Flow reports on how activities were financed for a given period providing a measure of the changes in cash for that period.



Chapter 2

Sustainable Financial Planning



2. Sustainable Financial Planning

2.1 Introduction

In general, sustainability refers to the ability to maintain a certain position over time. While the S.D.W.A. requires a declaration of the financial plan's sustainability, it does not give a clear definition of what would be considered sustainable. Instead, the MECP released a guideline ("Towards Financially Sustainable Drinking-Water and Wastewater Systems") that provides possible approaches to achieving sustainability. The Province's Principles of Financially Sustainable Water Services are provided below:

Principle #1: Ongoing public engagement and transparency can build support for, and confidence in, financial plans and the system to which they relate.

Principle #2: An integrated approach to planning among water, wastewater, and storm water systems is desirable given the inherent relationship among these services.

Principle #3: Revenues collected for the provision of water services should ultimately be used to meet the needs of those services.

Principle #4: Life-cycle planning with mid-course corrections is preferable to planning over the short-term, or not planning at all.

Principle #5: An asset management plan is a key input to the development of a financial plan.

Principle #6: A sustainable level of revenue allows for reliable service that meets or exceeds environmental protection standards, while providing sufficient resources for future rehabilitation and replacement needs.

Principle #7: Ensuring users pay for the services they are provided leads to equitable outcomes and can improve conservation. In general, metering and the use of rates can help ensure users pay for services received.

Principle #8: Financial plans are "living" documents that require continuous improvement. Comparing the accuracy of financial projections with actual results can lead to improved planning in the future.



Principle #9: Financial plans benefit from the close collaboration of various groups, including engineers, accountants, auditors, utility staff, and municipal council.

2.2 Sustainable Water and Sewage Systems Act

The *Sustainable Water and Sewage Systems Act* (S.W.S.S.A.) was passed on December 13, 2002. The intent of the Act was to introduce the requirement for municipalities to undertake an assessment of the “full cost” of providing their water and wastewater services. In total, there were 40 areas within the Act to which the Minister could have made Regulations. It is noted that the regulations, which accompany the Act, were not issued and the Act was repealed on December 31, 2012.

2.3 Water Opportunities Act, 2010

Since the passage of the *Safe Drinking Water Act*, changes and refinements to the legislation have been introduced, including the *Water Opportunities Act* (W.O.A). W.O.A. was introduced into legislation on May 18, 2010 and received Royal Assent on November 29, 2010.

The purposes of the W.O.A. are to foster innovative water, wastewater and storm water technologies, services, and practices; create opportunities for economic development and clean-technology jobs; and conserve and sustain water resources. To achieve this, the W.O.A. provides for the creation of performance targets (financial, operational and maintenance related), which will vary by service type and location and the required submission of conservation and sustainability plans for water, wastewater, and stormwater.

The sustainability plan in the W.O.A. expands on interim legislation for financial plans included in O. Reg. 453/07, to include the following:

- an asset management plan (A.M.P.) for the physical infrastructure;
- financial plan;
- water conservation plan (for water service only);
- a risk assessment;
- a strategy for maintaining and improving the services; and
- additional information considered advisable.



Where a Board has jurisdiction over a service, the plan (and any plan amendments) must be approved by the municipality in which the municipal service is provided, before submission to the Minister. The Minister may also direct preparation of joint or partially joint plans.

Regulations (still forthcoming) will prescribe details in regard to any time periods or time limits, contents of the plans, identifying which portions of the plan will require certification, the public consultation process (if required), limitations updates and refinements.

2.4 Infrastructure for Jobs and Prosperity Act (I.J.P.A.), 2015

On June 4, 2015, the Province passed the *Infrastructure for Jobs and Prosperity Act* (I.J.P.A.) which, over time, will require municipalities to undertake and implement A.M.P.s for all infrastructure they own. On December 27, 2017, the Province of Ontario released O. Reg. 588/17 under I.J.P.A. which has three phases that municipalities must meet. The timelines associated with the three phases were later extended by O. Reg. 193/21 which was filed on March 15, 2021.

Every municipality in Ontario will have to prepare a strategic asset management policy by July 1, 2019. Municipalities will be required to review their strategic asset management policies at least every five years and make updates, as necessary. The subsequent phases are as follows:

- Phase 1 – Asset Management Plan (by July 1, 2022):
 - For core assets – Municipalities must have the following:
 - Inventory of assets;
 - Current levels of service measured by standard metrics; and
 - Costs to maintain levels of service.
- Phase 2 – Asset Management Plan (by July 1, 2024):
 - Same elements as Phase 1 but for all assets.
- Phase 3 – Asset Management Plan (by July 1, 2025):
 - Builds on Phase 1 and 2 by adding:
 - Proposed levels of service; and
 - Lifecycle management and Financial strategy.



In relation to water (which is considered a core asset), municipalities will need to have an A.M.P. that addresses the related infrastructure by July 1, 2022 (Phase 1). O. Reg. 588/17 specifies that the Township's A.M.P. must include the following for each asset category:

- the current levels of service being provided;
 - determined in accordance with the following qualitative descriptions and technical metrics and based on data from at most the two calendar years prior to the year in which all information required under this section is included in the A.M.P.
- the current performance of each asset category;
- a summary of the assets in the category;
- the replacement cost of the assets in the category;
- the average age of the assets in the category, determined by assessing the average age of the components of the assets;
- the information available on the condition of the assets in the category;
- a description of the Township's approach to assessing the condition of the assets in the category, based on recognized and generally accepted good engineering practices where appropriate; and
- the lifecycle activities that would need to be undertaken to maintain the current levels of service.

The Township completed an A.M.P. in 2022 which included a review of the Township's water and wastewater infrastructure. The Township will need to consider the impacts of funding the lifecycle requirements identified in the A.M.P. during the annual budget and forecast process.

2.5 Water Forecast

The Township has already completed financial planning through the 2025 Rate Study. The forecast was designed to address "full cost" principles and reflect the guiding principles toward sustainable financial planning.

As a result of employing this process, the 2025 Rate Study provides the basis for a financial plan for the Township's water system by including:



- A detailed assessment of current and future capital needs including an analysis of potential funding sources;
- An analysis of operating costs in order to determine how they will be impacted by evolving infrastructure needs and the system's growth;
- An analysis of required water rates that ensure revenues are equitable and sufficient to meet the system's needs; and
- A public process that involves consultation with the main stakeholders including the Township's staff, Council, the general public (specifically the users of the system) and others, with the aim of gaining input and collaboration on the sustainability of the water financial plan.

The background information and details of the financial plan are contained within the Township's 2025 Rate Study.



Chapter 3

Approach



3. Approach

3.1 Overview

The 2025 Rate Study has been used as a starting point to prepare the water financial plan. The water forecast contained in the 2025 Rate Study was prepared on a modified cash basis; therefore, a conversion is required in order to present a full accrual financial plan for the purposes of this report. The conversion process used will help to establish the structure of the financial plan along with the opening balances that will underpin the forecast. This chapter outlines the conversion process utilized and summarizes the adjustments made to prepare the financial plan.

3.2 Conversion Process

The conversion from the existing modified cash basis financial plan to the full accrual reporting format required under O. Reg. 453/07 can be summarized in the following steps:

1. Calculate Tangible Capital Asset Balances
2. Convert Statement of Operations
3. Convert Statement of Financial Position
4. Convert Statement of Cash Flow and Net Assets/Debt
5. Verification and Note Preparation

3.2.1 Calculate Tangible Capital Asset Balances

In calculating tangible capital asset balances, existing and future purchased, developed, and/or contributed assets will need to be considered. For existing water assets, an inventory has already been compiled and summarized as part of the Township's annual P.S.A.B. 3150 compliance processes. As required for P.S.A.B. 3150 reporting purposes, the asset inventory listing included historical cost (which is the original cost to purchase, develop, or construct each asset) along with an estimated useful life for each asset. The following calculations are made to determine net book value:



- Accumulated amortization up to the year prior to the first forecast year.
- Amortization expense on existing assets for each year of the forecast period.
- Acquisition of new assets for each year of the forecast period.
- Disposals and related gains or losses for each year of forecast period.

Future water capital needs have also been determined and summarized within the 2025 Rate Study. However, these estimates only represent future assets that the Township anticipates purchasing or constructing. At present, the Township does not anticipate any assets will be contributed by developers and other parties (at no or partial cost to the Township). If, over the forecast period, additional capital needs arise or contributed assets are anticipated, the financial plan may need to be adjusted to properly account for these transactions. Once the sequence and total asset acquisition has been determined for the forecast period, annual amortization of these assets for each year is calculated in a similar manner to that used for existing assets.

Once the historical cost, accumulated amortization, and amortization expenses are calculated as described above, the total net book value of the tangible capital assets can be determined and recorded on the Statement of Financial Position.

3.2.2 *Convert Statement of Operations*

A wide range of adjustments will be considered, dependent on the size and complexity of the system, in order to convert from the cash to full accrual basis (see Table 3-1). For example, debt repayment costs relating to the principal payment portion only need to be removed under the accrual basis, as they no longer qualify as an expense for reporting purposes. Principal payments are reported as a decrease in debt liability on the Statement of Financial Position. Transfers to and from reserves are removed as these transactions are represented by changes in cash and accumulated surplus. Finally, expenses relating to tangible capital assets, such as amortization, write-offs, and (gain)/loss on disposal of assets are reported on the Statement of Operations in order to capture the allocation of the cost of these assets to operating activities over their useful lives and therefore are added in under the accrual basis.



Table 3-1
Conversion Adjustments
Statement of Operations (Water)

Modified Cash Basis	Budget 2025	Adjustments		Full Accrual Budget 2025	Accrual Basis
		DR	CR		
Revenues					Revenues
Base Charge Revenue	389,773			389,773	Base Charge Revenue
Rate Based Revenue	1,324,227			1,324,227	Rate Based Revenue
Transfers from Reserves	-	-			
			649,000	649,000	Earned Development Charges Revenue
Other Revenue	406,157		43,598	449,755	Other Revenue
Total Revenues	2,120,158			2,812,755	Total Revenues
Expenditures					Expenses
Operating	1,161,272	19,000		1,180,272	Operating Expenses
Capital					
Transfers to Reserves	915,758		915,758		
Transfers to Capital	-		-		
Debt Repayment (Principal & Interest)	43,128		43,128	-	Interest on Debt
		357,288		357,288	Amortization
Total Expenditures	2,120,158			1,537,560	Total Expenses
Net Expenditures	-			1,275,195	Annual Surplus/(Deficit)
Increase (decrease) in amounts to be recovered	-			10,768,839	Accumulated Surplus/(Deficit), beginning of year
Change in Fund Balances	-	1,275,195	-	12,044,034	Accumulated Surplus/(Deficit), end of year
TOTAL ADJUSTMENTS		1,651,483	1,651,483		

Note: The combined adjustments above should be balanced and net to \$0 (i.e. Total DR = Total CR)



3.2.3 Convert Statement of Financial Position

Once the Statement of Operations has been converted and the net book value of tangible capital assets has been recorded, balances for the remaining items on the Statement of Financial Position are determined and recorded (see Table 3-2). As noted earlier, the applicable balances from the Statement of Capital and the Statement of Reserve and Reserve Funds will need to be transferred to this statement. The opening/actual balances for the remaining accounts such as accounts receivable, inventory, accounts payable, outstanding debt (principal only), are recorded and classified according to the structure of the Statement of Financial Position as outlined in PS1201.

It is acknowledged that some of the balances required on the Statement of Financial Position will be consolidated across the Township and as such, it may be difficult to isolate the information that is relevant to water. An example of this is accounts receivable, which may be administered centrally by the Finance Department. O. Reg. 453/07 allows for the exclusion of these numbers if they are not known at the time of preparing the financial plan. Please refer to the Financial Plan Notes in Chapter 4 for more details.

3.2.4 Convert Statement of Cash Flow and Net Financial Assets/Debt

The Statement of Cash Flow summarizes how the Township financed its activities or in other words, how the costs of providing services were recovered. The statement is derived using comparative Statement of Financial Position, the current Statement of Operations and other available transaction data.

The Statement of Change in Net Financial Assets/Debt is a new statement which reconciles the difference between the surplus or deficit from current operations and the change in net financial assets/debt for the year. This is significant, as net debt provides an indication of future revenue requirements. In order to complete the Statement of Net Financial Assets/Debt, additional information regarding any gains/losses on disposals of assets, asset write-downs, acquisition/use of supplies inventory, and the acquisition use of prepaid expenses is necessary, (if applicable). Although the Statement of Change in Net Financial Assets/Debt is not required under O. Reg. 453/07, it has been included in this report as a further indicator of financial viability.



Table 3-2
Conversion Adjustments
Statements of Financial Position (Water)

Modified Cash Basis	Budget 2025	Adjustments		Full Accrual Budget 2025	Accrual Basis
		DR	CR		
ASSETS					ASSETS
Financial Assets					Financial Assets
Cash	1,148,617			1,148,617	Cash
Accounts Receivable	231,555			231,555	Accounts Receivable
Accounts Receivable - Other	1,188,831			1,188,831	Accounts Receivable - Other
Total Financial Assets	2,569,003			2,569,003	Total Financial Assets
LIABILITIES					Liabilities
Accounts Payable & Accrued Liabilities	345,487			345,487	Accounts Payable & Accrued Liabilities
Gross Long-term Liabilities	305,901			305,901	Debt (Principal only)
Total Liabilities	651,388			651,388	Total Liabilities
Net Assets/(Debt)	1,917,615			1,917,615	Net Financial Assets/(Debt)
		10,145,419	19,000	10,126,419	Non-Financial Assets
				10,126,419	Tangible Capital Assets
					Total Non-Financial Assets
Municipal Position					
Water Reserves	2,223,516	2,223,516	-		
Development Charge Reserve Fund	(1,188,831)	-	1,188,831		
Amounts to be Recovered	(305,901)	-	305,901		
Total Municipal Position	728,784		10,855,203	12,044,034	Accumulated Surplus/(Deficit), end of year
TOTAL ADJUSTMENTS		12,368,935	12,368,935		

Note: The combined adjustments above should be balanced and net to \$0 (i.e. Total DR = Total CR)



3.2.5 Verification and Note Preparation

The final step in the conversion process is to ensure that all of the statements created by the previous steps are in balance. The Statement of Financial Position summarizes the resources and obligations of the Township at a set point in time. The Statement of Operations summarizes how these resources and obligations changed over the reporting period. To this end, the accumulated surplus/deficit reported on the Statement of Financial Position should equal the accumulated surplus/deficit reported on the Statement of Operations.

The Statement of Change in Net Financial Assets/Debt and the Statement of Financial Position are also linked in terms of reporting on net financial assets/debt. On the Statement of Financial Position, net financial assets/debt is equal to the difference between financial assets and liabilities and should equal net financial assets/debt as calculated on the Statement of Net Financial Assets/Debt.

While not part of the financial plan, the accompanying notes are important to summarize the assumptions and estimates made in preparing the financial plan. Some of the significant assumptions that need to be addressed within the financial plan are as follows:

- a) Opening cash balances – Opening cash balances are necessary to complete the Statement of Cash Flows and balance the Statement of Financial Position. Preferably, opening cash balances should be derived from actual information contained within the Township's ledgers. However, it may not be possible to extract this information from the ledgers for water alone; therefore, a reasonable proxy will be needed. One approach is to assume that opening cash balances equal ending reserve and reserve fund balances from the previous year adjusted for accrual-based transactions reflected by accounts receivable/payable balances. The following equation outlines this approach:

Ending Reserve/Reserve Fund Balance
Plus: Ending Accounts Payable Balance
Less: Ending Accounts Receivable Balance
Equals: Approximate Ending Cash Balance



- b) Amortization Expense – The method and timing of amortization should be based on the Township’s amortization policy. Otherwise, an assumption will need to be made and applied consistently throughout the financial plan.
- c) Accumulated Amortization – Will be based on the culmination of accumulated amortization expenses throughout the life of each asset however derived, along with information on construction/acquisition date and useful life obtained from the 2025 Rate Study.
- d) Contributed Assets – As noted earlier, contributed assets could represent a significant part of the Township’s infrastructure acquisitions. As such, a reasonable estimate of value and timing of acquisition/donation may be required in order to adequately capture these assets. In the case where contributed assets are deemed to be insignificant or unknown, an assumption of “no contributed assets within the forecast period” will be made.
- e) Accumulated Surplus – The magnitude of the surplus in this area may precipitate the need for additional explanation especially in the first year of reporting. This Accumulated Surplus captures the historical infrastructure investment which has not been reported in the past but has accumulated to significant levels. It also includes all water reserve and reserve fund balances.
- f) Other Revenues – Will represent the recognition of revenues previously deferred (i.e. development charge revenues) and/or accrued revenues (developer contributions), and/or other minor miscellaneous revenues.



Chapter 4

Financial Plan



4. Financial Plan

4.1 Introduction

The following tables provide the complete financial plan for the Township's water system. A brief description and analysis of each table is provided below. It is important to note that the financial plan that follows is a forward look at the financial position of the Township's water system. It is not an audited document¹ and contains various estimates as detailed in the "Notes to the Financial Plan" section below.

4.2 Water Financial Plan

4.2.1 *Statement of Financial Position (Table 4-1)*

The Statement of Financial Position provides information that describes the assets, liabilities, and accumulated surplus of the Township's water system. The first important indicator is net financial assets/(debt), which is defined as the difference between financial assets and liabilities. This indicator provides an indication of the system's "future revenue requirement." A net financial asset position is where financial assets are greater than liabilities and implies that the system has the resources to finance future operations. Conversely, a net debt position implies that the future revenues generated by the system will be needed to finance past transactions, as well as future operations. Table 4-1 indicates that for 2025, the Township's water system will be in a net financial position of approximately \$1.92 million. The Township's net financial position is projected to increase to approximately \$8.15 million by the end of the forecast.

Another important indicator on the Statement of Financial Position is the tangible capital asset balance. As noted earlier, providing this information is a requirement for municipalities as part of PS3150 compliance and is significant from a financial planning perspective for the following reasons:

- Tangible capital assets such as water mains and treatment plants are imperative to water service delivery.

¹ O.Reg. 453/07 does not require an audited financial plan.



- These assets represent significant economic resources in terms of their historical and replacement costs. Therefore, ongoing capital asset management is essential to managing significant replacements and repairs.
- The annual maintenance required by these assets has an enduring impact on water operational budgets.

In general terms, an increase in the tangible capital asset balance indicates that assets may have been acquired either through purchase by the Township or donation/contribution by a third party. A decrease in the tangible capital asset balance can indicate a disposal, write down, or use of assets. A use of assets is usually represented by an increase in accumulated amortization due to annual amortization expenses arising as a result of allocating the cost of the asset to operations over the asset's useful life. Table 4-1 shows tangible capital assets are expected to grow by approximately \$1.88 million over the ten-year forecast period. This indicates that the Township has plans to invest in tangible capital assets in excess of the anticipated use of existing assets over the forecast period.

4.2.2 Statement of Operations (Table 4-2)

The Statement of Operations summarizes the revenues and expenses generated by the water system for a given period. The annual surplus/deficit measures whether the revenues generated were sufficient to cover the expenses incurred and in turn, whether net financial assets have been maintained or depleted. Table 4-2 illustrates the ratio of expenses to revenues increasing over the forecast period, from 55% in 2025 to 64% by 2034. As a result, an annual surplus position is forecasted for all years within the forecast period, with an ending annual surplus of approximately \$1.04 million by 2034. It is important to note that an annual surplus is beneficial to ensure funding is available for non-expense costs such as tangible capital asset acquisitions, reserve/reserve fund transfers and debt principal payments.

Another important indicator on this statement is accumulated surplus/deficit. An accumulated surplus indicates that the available net resources are sufficient to provide future water services. An accumulated deficit indicates that resources are insufficient to provide future services and that borrowing or rate increases are required to finance annual deficits. From Table 4-2, the financial plan proposes to add approximately \$8.25 million to an opening 2025 accumulated surplus of \$10.77 million over the forecast period. This accumulated surplus, as indicated in Table 4-2, is predominantly made up



of up of reserve and reserve fund balances as well as investments in tangible capital assets.

4.2.3 *Statement of Change in Net Financial Assets/Debt (Table 4-3)*

The Statement of Change in Net Financial Assets/Debt indicates whether revenue generated was sufficient to cover operating and non-financial asset costs (i.e., inventory supplies, prepaid expenses, tangible capital assets, etc.) and in so doing, explains the difference between the annual surplus/deficit and the change in net financial assets/debt for the period.

Table 4-3 indicates in some years, forecasted annual surplus exceeds forecasted tangible capital asset acquisitions (net of amortization for the year), resulting in an overall increase to the net financial asset balance from 2025 to 2034. The overall increase to net asset balance is the result of capital asset acquisitions over the forecast period, allowing for a long-term plan of funding capital asset acquisitions through accumulated surplus (i.e., reserves and reserve funds). The ratio of cumulative annual surplus before amortization to cumulative tangible capital asset acquisitions is forecasted to increase over the forecast period, from 1.09 in 2025 to 2.21 by 2034 (note: a desirable ratio is 1:1 or better).

4.2.4 *Statement of Cash Flow (Table 4-4)*

The Statement of Cash Flow summarizes how the Township's water system is expected to generate and use cash resources during the forecast period. The transactions that provide/use cash are classified as operating, capital, investing, and financing activities as shown in Table 4-4. This statement focuses on the cash aspect of these transactions and thus is the link between cash- and accrual-based reporting. Table 4-4 indicates that cash from operations will be used to fund capital transactions (i.e., tangible capital asset acquisitions) and build internal reserves and reserve funds over the forecast period. The financial plan projects the cash position of the Township's water system to increase from a positive balance of approximately \$1.70 million at the beginning of 2025 to a positive balance of approximately \$8.18 million by the end of 2034. For further discussion on projected cash balances please refer to the Notes to the Financial Plan.



Table 4-1
Statement of Financial Position: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Financial Assets											
Cash	1	1,148,617	1,738,361	1,866,780	2,416,374	2,889,196	3,732,886	4,916,567	5,671,610	6,869,379	8,176,627
Accounts Receivable	1	231,555	235,055	242,622	250,286	259,359	269,069	278,276	285,928	292,229	298,963
Accounts Receivable - Other	2	1,188,831	1,141,161	1,011,253	818,251	694,795	632,320	585,444	597,153	609,096	621,278
Total Financial Assets		2,569,003	3,114,577	3,120,655	3,484,911	3,843,350	4,634,275	5,780,287	6,554,691	7,770,704	9,096,868
Liabilities											
Bank Indebtedness		-	-	-	-	-	-	-	-	-	-
Accounts Payable & Accrued Liabilities	1	345,487	378,048	396,250	406,305	416,747	427,451	438,783	449,923	461,645	473,741
Debt (Principal only)	2	305,901	262,773	219,645	176,517	133,389	90,261	47,133	4,005	-	478,000
Total Liabilities		651,388	640,821	615,895	582,822	550,136	517,712	485,916	453,928	461,645	951,741
Net Financial Assets/(Debt)		1,917,615	2,473,756	2,504,760	2,902,089	3,293,214	4,116,563	5,294,371	6,100,763	7,309,059	8,145,127
Non-Financial Assets											
Tangible Capital Assets	4	10,126,419	10,138,473	10,690,675	10,904,710	11,188,346	11,141,848	10,795,878	10,873,368	10,667,291	10,874,387
Total Non-Financial Assets		10,126,419	10,138,473	10,690,675	10,904,710	11,188,346	11,141,848	10,795,878	10,873,368	10,667,291	10,874,387
Accumulated Surplus/(Deficit)	5	12,044,034	12,612,229	13,195,435	13,806,799	14,481,560	15,258,411	16,090,249	16,974,131	17,976,350	19,019,514
Financial Indicators	Total Change	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Increase/(Decrease) in Net Financial Assets	6,367,795	140,283	556,141	31,004	397,329	391,125	823,349	1,177,808	806,392	1,208,296	836,068
2) Increase/(Decrease) in Tangible Capital Assets	1,882,880	1,134,912	12,054	552,202	214,035	283,636	(46,498)	(345,970)	77,490	(206,077)	207,096
3) Increase/(Decrease) in Accumulated Surplus	8,250,675	1,275,195	568,195	583,206	611,364	674,761	776,851	831,838	883,882	1,002,219	1,043,164



Table 4-2
Statement of Operations: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Water Revenue											
Base Charge Revenue		389,773	389,773	404,317	420,526	440,059	460,982	480,191	498,357	514,326	529,756
Rate Based Revenue		1,324,227	1,365,766	1,394,570	1,432,866	1,480,242	1,531,302	1,578,960	1,621,735	1,656,158	1,687,499
Earned Development Charges Revenue	3	649,000	-	-	-	-	24,000	-	-	-	-
Other Revenue	6	449,755	450,320	476,018	498,634	521,620	553,841	593,521	617,609	648,521	689,180
Total Revenues		2,812,755	2,205,859	2,274,905	2,352,026	2,441,921	2,570,125	2,652,672	2,737,701	2,819,005	2,906,435
Water Expenses											
Operating Expenses	Sch. 4-1	1,180,272	1,270,718	1,331,901	1,365,697	1,400,796	1,460,776	1,474,864	1,512,309	1,551,709	1,592,367
Interest on Debt	2	-	-	-	-	-	-	-	-	-	-
Amortization	4	357,288	366,946	359,798	374,965	366,364	332,498	345,970	341,510	265,077	270,904
Loss on Disposal of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Total Expenses		1,537,560	1,637,664	1,691,699	1,740,662	1,767,160	1,793,274	1,820,834	1,853,819	1,816,786	1,863,271
Annual Surplus/(Deficit)		1,275,195	568,195	583,206	611,364	674,761	776,851	831,838	883,882	1,002,219	1,043,164
Accumulated Surplus/(Deficit), beginning of year	5	10,768,839	12,044,034	12,612,229	13,195,435	13,806,799	14,481,560	15,258,411	16,090,249	16,974,131	17,976,350
Accumulated Surplus/(Deficit), end of year		12,044,034	12,612,229	13,195,435	13,806,799	14,481,560	15,258,411	16,090,249	16,974,131	17,976,350	19,019,514
Note 5:											
Accumulated Surplus/(Deficit) Reconciliation:		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Reserve Balances											
Reserves: Development Charges		(1,188,831)	(1,141,161)	(1,011,253)	(818,251)	(694,795)	(632,320)	(585,444)	(597,153)	(609,096)	(621,278)
Reserves: Capital/Other		2,223,516	2,736,529	2,724,405	3,078,606	3,426,603	4,206,824	5,341,504	6,104,768	7,309,059	8,623,127
Total Reserves Balance		1,034,685	1,595,368	1,713,152	2,260,355	2,731,808	3,574,504	4,756,060	5,507,615	6,699,963	8,001,849
Less: Debt Obligations and Deferred Revenue		882,930	878,388	791,608	641,734	561,406	542,059	538,311	593,148	609,096	143,278
Add: Tangible Capital Assets	4	10,126,419	10,138,473	10,690,675	10,904,710	11,188,346	11,141,848	10,795,878	10,873,368	10,667,291	10,874,387
Total Ending Balance		12,044,034	12,612,229	13,195,435	13,806,799	14,481,560	15,258,411	16,090,249	16,974,131	17,976,350	19,019,514
Financial Indicators	Total Change	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Expense to Revenue Ratio		55%	74%	74%	74%	72%	70%	69%	68%	64%	64%
2) Increase/(Decrease) in Accumulated Surplus	8,250,675	1,275,195	568,195	583,206	611,364	674,761	776,851	831,838	883,882	1,002,219	1,043,164



Schedule 4-1
Statement of Operating Expenses: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Expenses											
Advertising		1,500	1,600	1,700	1,800	1,900	2,000	2,100	2,200	2,300	2,400
Communications		11,820	13,000	13,100	13,200	13,400	13,600	13,800	14,000	14,200	14,400
Conservation Initiatives		1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149	1,172	1,195
Fees - Audit		5,000	5,400	5,560	5,730	5,900	6,080	6,260	6,450	6,640	6,840
Fees - Engineering		45,000	46,000	46,920	47,860	48,820	49,800	50,800	51,820	52,860	53,920
Fees - Legal		500	510	520	531	541	552	563	574	586	598
Fleet		16,000	16,480	16,970	17,480	18,000	18,540	19,100	19,670	20,260	20,870
Grounds Maintenance		2,000	2,000	2,040	2,080	2,120	2,160	2,200	2,240	2,280	2,330
Heating		1,500	1,575	1,654	1,736	1,823	1,914	2,010	2,111	2,216	2,327
Hydro		75,000	78,750	82,688	86,822	91,163	95,721	100,507	105,533	110,809	116,350
Insurance		67,157	70,510	74,040	77,740	81,630	85,710	90,000	94,500	99,230	104,190
Licenses		1,500	1,500	1,530	1,560	1,590	1,620	2,650	1,700	1,730	1,760
Locates		500	510	520	531	541	552	563	574	586	598
Memberships and Dues		1,500	1,530	1,561	1,592	1,624	1,656	1,689	1,723	1,757	1,793
Meter Repairs		1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149	1,172	1,195
Contracted Services		62,000	64,000	65,280	66,590	67,920	69,280	70,670	72,080	73,520	74,990
Postage & Shipping		12,000	12,500	12,750	13,010	13,270	13,540	13,810	14,090	14,370	14,660
Property Taxes		15,295	15,754	16,227	16,714	17,215	17,731	18,263	18,811	19,375	19,956
Repairs & Maint - Buildings		7,000	10,000	10,200	10,400	10,610	10,820	11,040	11,260	11,490	11,720
Repairs & Maint - Equipment		35,000	36,000	36,720	37,450	38,200	38,960	39,740	40,530	41,340	42,170
Repairs & Maint - Water Mains		32,900	33,558	34,229	34,914	35,612	36,324	37,051	37,792	38,548	39,319
Safety		3,000	3,060	3,121	3,184	3,247	3,312	3,378	3,446	3,515	3,585
Salaries and Wages		472,000	514,102	546,007	556,927	568,065	579,427	591,015	602,835	614,892	627,190
Salaries Benefits		151,000	174,795	185,642	189,355	193,142	197,005	200,945	204,964	209,063	213,245
Seminars & Training		12,000	13,000	13,260	13,530	13,800	14,080	14,360	14,650	14,940	15,240
Service Agreements		8,000	12,200	12,440	12,690	12,940	13,200	13,460	13,730	14,000	14,280
Supplies and Services		64,900	68,145	71,552	75,130	78,886	82,831	86,972	91,321	95,887	100,681
Telephone		3,200	2,500	2,500	2,500	2,700	2,700	2,700	2,900	2,900	2,900
Uniforms		3,000	3,200	3,260	3,330	3,400	3,470	3,540	3,610	3,680	3,750
Water Meter Stock		25,000	25,500	26,010	26,530	27,061	27,602	28,154	28,717	29,291	29,877
Overhead Costs		24,000	41,000	41,820	42,660	43,510	44,380	45,270	46,180	47,100	48,040
Non TCA - Expenses from Capital Budget	7	19,000	-	-	-	-	24,000	-	-	-	-
TOTAL OPERATING EXPENSES		1,180,272	1,270,718	1,331,901	1,365,697	1,400,796	1,460,776	1,474,864	1,512,309	1,551,709	1,592,367



Table 4-3
Statement of Changes in Net Financial Assets/Debt: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Annual Surplus/(Deficit)		1,275,195	568,195	583,206	611,364	674,761	776,851	831,838	883,882	1,002,219	1,043,164
Less: Acquisition of Tangible Capital Assets	4	(1,492,200)	(379,000)	(912,000)	(589,000)	(650,000)	(286,000)	-	(419,000)	(59,000)	(478,000)
Add: Amortization of Tangible Capital Assets	4	357,288	366,946	359,798	374,965	366,364	332,498	345,970	341,510	265,077	270,904
(Gain)/Loss on disposal of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Add: Proceeds on Sale of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Add: Write-downs of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
		(1,134,912)	(12,054)	(552,202)	(214,035)	(283,636)	46,498	345,970	(77,490)	206,077	(207,096)
Less: Acquisition of Supplies Inventory		-	-	-	-	-	-	-	-	-	-
Less: Acquisition of Prepaid Expenses		-	-	-	-	-	-	-	-	-	-
Add: Consumption of Supplies Inventory		-	-	-	-	-	-	-	-	-	-
Add: Use of Prepaid Expenses		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Increase/(Decrease) in Net Financial Assets/(Net Debt)		140,283	556,141	31,004	397,329	391,125	823,349	1,177,808	806,392	1,208,296	836,068
Net Financial Assets/(Net Debt), beginning of year		1,777,332	1,917,615	2,473,756	2,504,760	2,902,089	3,293,214	4,116,563	5,294,371	6,100,763	7,309,059
Net Financial Assets/(Net Debt), end of year		1,917,615	2,473,756	2,504,760	2,902,089	3,293,214	4,116,563	5,294,371	6,100,763	7,309,059	8,145,127

Financial Indicators	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Acquisition of Tangible Capital Assets (Cumulative)	1,492,200	1,871,200	2,783,200	3,372,200	4,022,200	4,308,200	4,308,200	4,727,200	4,786,200	5,264,200
2) Annual Surplus/Deficit before Amortization (Cumulative)	1,632,483	2,567,624	3,510,628	4,496,957	5,538,082	6,647,431	7,825,239	9,050,631	10,317,927	11,631,995
3) Ratio of Annual Surplus before Amortization to Acquisition of TCA's (Cumulative)	1.09	1.37	1.26	1.33	1.38	1.54	1.82	1.91	2.16	2.21



Table 4-4
Statement of Cash Flow – Indirect Method: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Transactions											
Annual Surplus/Deficit		1,275,195	568,195	583,206	611,364	674,761	776,851	831,838	883,882	1,002,219	1,043,164
Add: Amortization of TCA's	4	357,288	366,946	359,798	374,965	366,364	332,498	345,970	341,510	265,077	270,904
(Gain)/Loss on disposal of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Less: Earned Deferred Revenue	3	(649,000)	-	-	-	-	(24,000)	-	-	-	-
Less: Developer Contributions		-	-	-	-	-	-	-	-	-	-
Add: Deferred Revenue Proceeds		3,157	47,670	129,908	193,003	123,456	86,476	46,876	(11,709)	(11,943)	(12,182)
Change in A/R (Increase)/Decrease		-	(3,500)	(7,567)	(7,665)	(9,073)	(9,711)	(9,207)	(7,652)	(6,301)	(6,734)
Change in A/P Increase/(Decrease)		-	32,561	18,202	10,055	10,442	10,704	11,332	11,140	11,722	12,096
Less: Interest Proceeds		(43,598)	(53,657)	(53,420)	(60,365)	(67,188)	(82,487)	(104,735)	(119,701)	(143,315)	(169,081)
Cash Provided by Operating Transactions		943,042	958,215	1,030,127	1,121,357	1,098,762	1,090,331	1,122,074	1,097,470	1,117,459	1,138,167
Capital Transactions											
Proceeds on sale of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Less: Cash Used to acquire Tangible Capital Assets	4	(1,492,200)	(379,000)	(912,000)	(589,000)	(650,000)	(286,000)	-	(419,000)	(59,000)	(478,000)
Cash Applied to Capital Transactions		(1,492,200)	(379,000)	(912,000)	(589,000)	(650,000)	(286,000)	-	(419,000)	(59,000)	(478,000)
Investing Transactions											
Proceeds from Investments		43,598	53,657	53,420	60,365	67,188	82,487	104,735	119,701	143,315	169,081
Less: Cash Used to Acquire Investments		-	-	-	-	-	-	-	-	-	-
Cash Provided by (applied to) Investing Transactions		43,598	53,657	53,420	60,365	67,188	82,487	104,735	119,701	143,315	169,081
Financing Transactions											
Proceeds from Debt Issue	2	-	-	-	-	-	-	-	-	-	478,000
Less: Debt Repayment (Principal only)	2	(43,128)	(43,128)	(43,128)	(43,128)	(43,128)	(43,128)	(43,128)	(43,128)	(4,005)	-
Cash Applied to Financing Transactions		(43,128)	(43,128)	(43,128)	(43,128)	(43,128)	(43,128)	(43,128)	(43,128)	(4,005)	478,000
Increase in Cash and Cash Equivalents		(548,688)	589,744	128,419	549,594	472,822	843,690	1,183,681	755,043	1,197,769	1,307,248
Cash and Cash Equivalents, beginning of year	1	1,697,305	1,148,617	1,738,361	1,866,780	2,416,374	2,889,196	3,732,886	4,916,567	5,671,610	6,869,379
Cash and Cash Equivalents, end of year	1	1,148,617	1,738,361	1,866,780	2,416,374	2,889,196	3,732,886	4,916,567	5,671,610	6,869,379	8,176,627



Water

Notes to Financial Plan

The financial plan format as outlined in Chapter 4 closely approximates the full accrual format used by municipalities (2009 onward) on their audited financial statements. However, the financial plan is not an audited document and contains various estimates. In this regard, subsection 3 (2) of O. Reg. 453/07 states the following:

“Each of the following sub-subparagraphs applies only if the information referred to in the sub-subparagraph is known to the owner at the time the financial plans are prepared:

1. Sub-subparagraphs 4 i A, B and C of subsection (1)
2. Sub-subparagraphs 4 iii A, C, E and F of subsection (1).”

The information referred to in sub-subparagraphs 4 i A, B and C of subsection (1) includes:

- A. Total financial assets (i.e., cash and receivables);
- B. Total liabilities (i.e., payables, debt and deferred revenue);
- C. Net debt (i.e., the difference between A and B above).

The information referred to in sub-subparagraphs 4 iii A, C, E and F of subsection (1) includes:

- A. Operating transactions that are cash received from revenues, cash paid for operating expenses and finance charges
- B. Investing transactions that are acquisitions and disposal of investments
- C. Change in cash and cash equivalents during the year
- D. Cash and cash equivalents at the beginning and end of the year

In order to show a balanced financial plan in a full accrual format for the Township, some of the items listed above have been estimated given that the Township does not maintain all financial asset and liability data separately for water. Usually, this type of data is combined with the financial assets and liabilities of other departments and services given that there is not a current obligation to disclose this data separately (as there is with revenue and expenses).



The assumptions used have been documented below:

1. Cash, Receivables and Payables

It is assumed that the opening cash balances required to complete the financial plan are equal to:

Ending Reserve/Reserve Fund Balance
Plus: Ending Accounts Payable Balance
Less: Ending Accounts Receivable Balance
Equals: Approximate Ending Cash Balance

Receivable and payable balances were estimated for each year of the forecast based on the following factors:

- a) Receivables: Based on ratios of Township-wide receivables as a percentage of annual Township-wide revenues (using the Township's financial information return data); and
- b) Payables: Based on ratios of Township-wide payables as a percentage of annual Township-wide expenses (using the Township's financial information return data).

2. Debt

The Township's outstanding water related debt principal at the end of 2024 is \$349,029. It is anticipated that \$478,000 of additional debentures will be required in 2034, however, the associated payments will not commence within this 10-year period. The following provides the estimated Principal payments over the forecast period:

Year	Principal Payments
2025	43,128
2026	43,128
2027	43,128
2028	43,128
2029	43,128
2030	43,128
2031	43,128
2032	43,128
2033	4,005
2034	-
Total	349,029



3. Deferred Revenue

Deferred revenue is typically made up of water development charge reserve fund balances which are considered to be a liability for financial reporting purposes until the funds are used to emplace the works for which they have been collected. In years when the water development charge reserve fund balance is negative, it is shown as an asset (accounts receivable – other) for financial reporting purposes, representing future amounts to be collected from developers. Deferred revenue can also represent grant funding that has not been earned as revenue in any given year. For the purposes of this financial plan it is assumed all grant funding received will be earned in the year it is received.

4. Tangible Capital Assets

- Opening net book value of tangible capital assets includes water related assets, based on information contained with the Township's asset database.
- Amortization is calculated based on the straight-line approach with amortization applied in the year of acquisition or construction.
- Given the planned asset replacement forecast in the 2025 Rate Study, useful life on acquisitions is assumed to be equal to typical values assigned by the Township for each asset category.
- Write-offs are assumed to equal \$0 for each year in the forecast period.
- Tangible capital assets are shown on a net basis. It is assumed that disposals occur when the asset is being replaced, unless the asset is documented as a new asset. The value of each asset disposal is calculated by estimating the original purchase/construction date and deflating current replacement cost values to those estimated dates in order to calculate original historical cost.
- Gains/losses on disposal are assumed to be \$0 (it is assumed that historical cost is equal to accumulated amortization for all disposals).
- Residual value is assumed to be \$0 for all assets contained within the forecast period.
- Contributed Assets, as described in Section 3.2.1, are deemed to be insignificant/ unknown during the forecast period and are therefore assumed to be \$0.



- The Township is unaware of any specific lead service piping in the municipal water system.

The balance of tangible capital assets is summarized on Table 4-5, as follows:



Table 4-5
Tangible Capital Asset Summary

Asset Historical Cost	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Tangible Capital Asset Balance	18,091,929	19,470,469	19,784,825	20,598,647	21,133,404	21,748,243	21,943,706	21,943,706	22,318,095	22,320,936
Acquisitions	1,492,200	379,000	912,000	589,000	650,000	286,000	-	419,000	59,000	478,000
Disposals	113,660	64,644	98,178	54,243	35,161	90,537	-	44,611	56,159	18,600
Closing Tangible Capital Asset Balance	19,470,469	19,784,825	20,598,647	21,133,404	21,748,243	21,943,706	21,943,706	22,318,095	22,320,936	22,780,336
Opening Accumulated Amortization	9,100,422	9,344,050	9,646,352	9,907,972	10,228,694	10,559,897	10,801,858	11,147,828	11,444,727	11,653,645
Amortization Expense	357,288	366,946	359,798	374,965	366,364	332,498	345,970	341,510	265,077	270,904
Amortization on Disposal	113,660	64,644	98,178	54,243	35,161	90,537	-	44,611	56,159	18,600
Ending Accumulated Amortization	9,344,050	9,646,352	9,907,972	10,228,694	10,559,897	10,801,858	11,147,828	11,444,727	11,653,645	11,905,949
Net Book Value	10,126,419	10,138,473	10,690,675	10,904,710	11,188,346	11,141,848	10,795,878	10,873,368	10,667,291	10,874,387



5. Accumulated Surplus

Opening accumulated surplus for the forecast period is reconciled as follows:

Water	2025 Opening Accumulated Surplus
Reserve Balances	
Reserves: Development Charges	(542,988)
Reserves: Capital/Other	2,126,361
Total Reserves Balance	1,583,373
Less: Debt Obligations and Deferred Revenue	193,959
Add: Tangible Capital Assets	8,991,507
Total Opening Balance	10,768,839

The accumulated surplus reconciliation for all years within the forecast period is contained in Table 4-2.

6. Other Revenue

Other revenue includes revenues collected from penalty and interest, water meters, meter maintenance charges, and other miscellaneous charges.

7. Operating Expenses

Capital expenditures for items not meeting the definition of tangible capital assets have been reclassified as operating expenses and have been expensed in the year in which they occur.



Chapter 5

Process for Financial Plan Approval and Submission to the Province



5. Process for Financial Plan Approval and Submission to the Province

As mentioned in Section 1.2, preparation and approval of a financial plan for water assets that meets the requirements of the Act is mandatory for municipal water providers. Proof of the plan preparation and approval is a key submission requirement for municipal drinking water licensing and, upon completion, must be submitted to the MECP. The process established for plan approval, public circulation and filing is set out in O. Reg. 453/07 and can be summarized as follows:

1. The financial plan must be approved by resolution of Council of the municipality who owns the drinking water system or the governing body of the owner. (O. Reg. 453/07, subsection 3 (1), paragraph 1).
2. The owner of the drinking water system must provide notice advertising the availability of the financial plan. The plans will be made available to the public upon request and without charge. The plans must also be made available to the public on the municipality's website. (O. Reg. 453/07, subsection 3 (1), paragraph 5).
3. The owner of the drinking water system must provide a copy of the financial plan to the Director of Policy Branch, Ministry of Municipal Affairs and Housing. (O. Reg. 453/07, subsection 3 (1), paragraph 6).
4. The owner of the drinking water system must provide proof satisfactory to the Director that the financial plans for the system satisfy the requirements under the *Safe Drinking Water Act*. (S.D.W.A. subsection 32 (5), subparagraph 2 ii).



Chapter 6

Recommendations



6. Recommendations

This report presents the water financial plan for the Township of Guelph/Eramosa in accordance with the mandatory reporting formats for water system as detailed in O. Reg. 453/07. It is important to note that while mandatory, the financial plan is provided for Council's interest and approval however, for decision making purposes, it may be more informative to rely on the information contained within the 2025 Rate Study. Nevertheless, Council is required to pass certain resolutions with regard to this plan and regulations and it is recommended that:

1. The Township of Guelph/Eramosa Water Financial Plan prepared by Watson & Associates Economists Ltd. dated May 12, 2025 be approved.
2. Notice of availability of the Financial Plan be advertised.
3. The Water Financial Plan dated May 12, 2025 be submitted to the Ministry of Municipal Affairs and Housing. (O. Reg. 453/07, subsection 3 (1), paragraph 6)
4. The Council Resolution approving the Financial Plan be submitted to the Ministry of the Environment, Conservation, and Parks satisfying the requirements under the *Safe Drinking Water Act*. (S.D.W.A. subsection 32 (5), subparagraph 2 ii).