

**KENT REGIONAL SERVICE COMMISSION**

Consolidated Financial Statements

December 31, 2020

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## **INDEPENDENT AUDITOR'S REPORT**

To the Directors of Kent Regional Service Commission

### **Opinion**

We have audited the accompanying consolidated financial statements of the Kent Regional Service Commission (the Commission), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations, changes in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Kent Regional Service Commission as at December 31, 2020, and the results of its consolidated operations 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 Commission 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.

### **Other matter**

The Consolidated Financial Statement for the year ended December 31, 2019 were audited by another auditor who expressed an unmodified opinion on those statements dated May 28, 2020.

### **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 Commission'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 Commission or to cease operations, or has no realistic alternative but to do so.

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



**Bourque  
Richard  
Boutot** P.C. INC.

CHARTERED PROFESSIONAL ACCOUNTANTS | COMPTABLES PROFESSIONNELS AGRÉÉS

#### **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.

A further description of our responsibilities for the audit of the consolidated financial statements is included in the appendix of this auditor's report. This description, which is located on page 3, forms part of our auditor's report.

The budget figures are presented for comparison purposes. They have been prepared and approved by the Board of Directors. These figures have not been audited or reviewed.

*Bourque Richard Boutot*

Chartered Professional Accountants

April 22, 2021

Dieppe, NB

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## **APPENDIX TO INDEPENDENT AUDITOR'S REPORT**

### **Description of the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements**

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

- 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 Commission'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 Commission'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 Commission 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 Commission 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.

**KENT REGIONAL SERVICE COMMISSION**

## Consolidated Statement of Operations

Year ended December 31,

	<b>2019 Budget (Unaudited) (Note 15)</b>	<b>Actual 2020</b>	<b>Actual 2019</b>
<b>REVENUES</b>			
Member charges	\$ 3,839,254	\$ 2,238,225	\$ 2,031,790
Sale of services	25,000	1,710,675	1,713,761
Government transfers	19,501	46,745	99,362
Interest	863	2,589	3,840
Other revenue	11,700	37,434	16,784
	<b>3,896,318</b>	<b>4,035,668</b>	<b>3,865,537</b>
<b>EXPENDITURES</b>			
Governance	49,800	49,605	63,302
Administration	1,028,736	1,067,358	998,120
Regional planning	1,000	357	802
Regional policing collaboration	18,500	12,407	9,775
Regional emergency measures planning	33,000	19,180	30,369
Regional sport, recreation & culture infrastructure planning and cost-sharing	-	-	100
Planning and building inspection services	589,329	558,510	499,079
Operations - Solid waste service	2,214,680	2,232,500	2,088,218
Fiscal services	2,800	7,506	15,471
	<b>3,937,845</b>	<b>3,947,423</b>	<b>3,705,236</b>
Annual surplus (note 12)	<b>\$ (41,527)</b>	<b>88,245</b>	<b>160,301</b>
Accumulated surplus, beginning of year		<b>598,755</b>	<b>438,454</b>
Accumulated surplus, end of year		<b>\$ 687,000</b>	<b>\$ 598,755</b>

**KENT REGIONAL SERVICE COMMISSION**  
Consolidated Statement of Financial Position  
December 31,

**2020**

**2019**

**FINANCIAL ASSETS**

Cash (note 3)	\$	<b>660,574</b>	\$	662,635
Receivables				
General		<b>188,941</b>		136,236
Federal government and its agencies (note 4)		<b>182,502</b>		41,634
	\$	<b>1,032,017</b>	\$	<b>840,505</b>

**LIABILITIES**

Accounts payables and accrued liability	\$	<b>287,135</b>	\$	195,842
Deferred revenue		<b>30,750</b>		9,750
Post employment benefits payable (note 7)		<b>84,021</b>		84,021
		<b>401,906</b>		289,613

**NET ASSETS**

\$	<b>630,111</b>	\$	<b>550,892</b>
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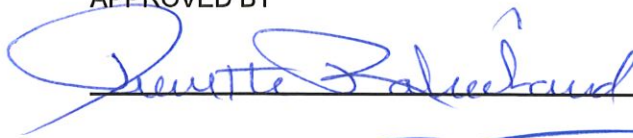
**NON-FINANCIAL ASSETS**

Tangible capital assets (note 5)	\$	<b>98,326</b>		98,326
Accumulated amortization (note 5)		<b>73,696</b>		67,539
		<b>24,630</b>		30,787
Prepaid expenses		<b>32,259</b>		17,076
		<b>56,889</b>		47,863

**ACCUMULATED SURPLUS**

\$	<b>687,000</b>	\$	<b>598,755</b>
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APPROVED BY

 President

 Treasurer

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**KENT REGIONAL SERVICE COMMISSION****Consolidated Statement of Change in Net Assets**

Year ended December 31,

**2020****2019**

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Annual surplus	\$	<b>88,245</b>	\$	160,301
Acquisition of tangible capital assets		-		(14,282)
Amortization of tangible capital assets		<b>6,157</b>		5,911
		<b>94,402</b>		151,930
Decrease (increase) of prepaid assets		<b>(15,183)</b>		1,984
Increase in net assets		<b>79,219</b>		153,914
Net assets, beginning of the year		<b>550,892</b>		396,978
Net assets, end of the year	\$	<b>630,111</b>	\$	<b>550,892</b>



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**KENT REGIONAL SERVICE COMMISSION**

## Consolidated Statement of Cash Flow

Year ended December 31,

**2020****2019**

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Increase (decrease) in cash and cash equivalents

**Operating transactions**

Annual surplus	\$	88,245	\$	160,301
Amortization of tangible capital assets		6,157		5,911
Receivable - General		(52,705)		92,998
Receivable - Federal government and its agencies		(140,868)		45,114
Accounts payables and accrued liabilities		91,293		(27,977)
Deferred revenue		21,000		-
Post employment benefits payable		-		7,798
Prepaid assets		(15,183)		1,984
		(2,061)		286,129

**Capital transactions**

Acquisition of tangible capital assets		-		(14,282)
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**Financing transactions**

Bank loan		-		-
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Net increase (decrease) in cash and cash equivalents (2,061) 271,847

Cash and cash equivalents

Beginning of year 662,635 390,788

End of year

\$ 660,574 \$ 662,635

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**1. Purpose of the organization**

The Kent Regional Service Commission is governed by the NB Regional Service Delivery Act and Regulations. The Kent Regional Service Commission is exempt from income tax under section 149(1)(c) of the *Canadian Income Tax Act*. The Commission's mandate is to deliver, or facilitate the delivery of mandated services to communities, facilitate voluntary service arrangements among interested communities, and act as a regional forum for collaboration among communities on regional issues.

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**2. Summary of significant accounting policies**

The consolidated financial statements of the Kent Regional Service Commission are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Professional Accountants.

The focus of PSA financial statements is on the financial position of the Commission and the changes thereto. The Consolidated Statement of Financial Position includes all of the assets and liabilities of the Commission.

Significant aspects of the accounting policies adopted by the Commission are as follows:

**Reporting entity**

These consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net assets and cash flows of the reporting entity. The reporting entity is comprised of all organizations and enterprises accountable for the administration of their affairs and resources to the Commission and which are owned or controlled by the Commission.

Interdepartmental and organizational transactions and balances are eliminated.

**Budget**

The budget figures contained in these financial statements were approved by the Board of Directors on September 19, 2019.

**Revenue recognition**

- (a) Unrestricted revenue is recorded on an accrual basis and is recognized when collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.
- (b) Other revenue is recorded when it is earned.

**Use of estimates**

The preparation of the consolidated financial statements requires management to make estimates that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Actual results may differ from those estimates.

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

**Financial instruments**

The Commission's financial instruments consist of cash, accounts receivable, due from the Federal Government, investments, payables and accruals. Unless otherwise noted, it is management's opinion that the Commission is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted. The Commission is subject to credit risk through accounts receivable. The Commission minimizes credit risk through ongoing credit management.

**Cash and cash equivalents**

Cash and cash equivalents include cash on hand and balances with banks.

**Tangible capital assets**

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

<b>Asset type</b>	<b>Years</b>
Furniture and equipment	5 to 10 years

**Segmented information**

The Kent Regional Service Commission provides mandated services. For management reporting purposes, the Commission's operations and activities are organized and reported by function. This presentation was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. The following services are provided:

Regional planning

The Commission is responsible for the development of a Regional Plan, the aim of which would be to better coordinate and manage development and land use within its respective region.

Local planning in Local Service Districts

This department includes the development of rural plans, the administration and enforcement of the plans, the issuance of building permits, conducting building inspections, and the approval of subdivisions.

Solid waste management

The Commission provides solid waste disposal services to the Municipalities, Rural Communities and Local Service Districts within its respective region, as well the coordination of recycling programs, the handling of hazardous waste and the promotion of composting.

Regional policing collaboration

The Commission serves as a forum through which the effectiveness and efficiency of policing services is reviewed and evaluated on a regional basis. The Commission identifies issues of common concern within its region and provide direction on priorities for policing services.

Regional emergency measures planning

The Commission serves as the vehicle through which Municipalities, Rural Communities and Local Service Districts plan, coordinate and pool resources on a regional basis in order to enable more effective responses to emergency situations.



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

Regional sport, recreational and cultural infrastructure planning and cost-sharing

The Commission is responsible for facilitating the planning and cost-sharing of major sport, recreational and cultural facilities within its respective region. It is the entity through which Municipalities, Rural Communities and Local Service Districts come together to identify and reach consensus on the need, the scope and the financing required for new facilities.

**Post employment benefits**

The Commission provides sick leave that can accumulate to a set maximum amount and that can be paid out upon termination of employment. A liability is recognized based on an actuarial valuation.

<b>3. Cash</b>	<b>2020</b>	<b>2019</b>
Cash - restricted (note 14)	\$ 313,350	\$ 260,550
Cash - unrestricted	347,224	402,085
	<b>\$ 660,574</b>	<b>\$ 662,635</b>
<b>4. Due from Federal government and its agencies</b>	<b>2020</b>	<b>2019</b>
Canada Revenue Agency (HST refund)	\$ 182,502	\$ 41,634
<b>5. Tangible capital assets</b>	<b>2020</b>	<b>2019</b>
<b>Cost</b>		
Balance, beginning of year	\$ 98,326	\$ 84,044
Additions during the year	-	14,282
Balance, end of year	<b>98,326</b>	<b>98,326</b>
<b>Accumulated amortization</b>		
Balance, beginning of year	67,539	61,628
Amortization during the year	6,157	5,911
Balance, end of year	<b>73,696</b>	<b>67,539</b>
<b>Net book value</b>	<b>\$ 24,630</b>	<b>\$ 30,787</b>
<b>Consists of:</b>		
Planning services	\$ 22,702	\$ 28,378
Solid waste services	1,927	2,409
	<b>\$ 24,629</b>	<b>\$ 30,787</b>

Tangible capital assets consists of furniture and equipment.

**6. Bank loan**

The Commission has authorized lines of credit totaling \$629,637, bearing interest at prime rate (3.95%) and renewable annually, to finance operating funds.

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**7. Post employment benefits payable**

**(a) Retirement allowance or severance benefits**

Employees of the Commission are eligible for a retirement allowance or severance benefits equivalent to the accumulated sick leave, up to a maximum of 90 days, calculated on the basis of the hourly rate of pay of the employee on the date of his or her termination of employment. These accrued benefits are payable in the year in which the employee terminated his or her employment with the Commission, either for retirement or on good terms with the employer. The sum paid to the employee will only be paid as a contribution to an RRSP.

An actuarial valuation was performed on the 14 employee plan in accordance with PSA 3250 and 3255. As at December 31, 2019 the retirement plan had a liability of \$84,021. The actuarial valuation was based on a number of assumptions about future events, such as wage and salary increase, employee turnover and retirement, and the discount rate. The assumptions used reflect the Commission's best estimates.

The major assumptions in the valuation are the following:

- 1) annual salary increase is 2%
- 2) the discount rate used to determine the accrued benefit obligation is 2.90%
- 3) the staff turnover rate is 1.5%

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**8. Contingencies**

In the normal course of operations, the Commission becomes involved in various claims and legal proceedings. While the final outcome with respect to claims and legal proceedings pending at December 31, 2020 cannot be predicted with certainty, it is the opinion of management and council that resolution of these matters will not have a material adverse effect as the Commission maintains insurance coverage in amounts considered appropriate.

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**9. Commitments**

The Commission leases an office under a lease contract until September 30, 2031. Future minimum lease payments total of \$371,580 for the next five years: 2021, \$74,316; 2022, \$74,316; 2023, \$74,316; 2024, \$74,316; 2025, \$74,316.

The Commission is committed to a lease as of December 1, 2018 until November 30, 2023 for the rental of office located in Richibucto. Future minimum lease payments total of \$43,546 and include the following payments over the next three years: 2021, \$14,930; 2022, \$14,930; 2023, \$13,686.

The Commission is committed to various contracts as of February 2, 2019 until February 2, 2023 for solid waste management. Future minimum payments total \$1,762,109 and include the following payments over the next three years: 2021, \$828,416; 2022, \$861,521; 2023, \$72,172.



**10. Inter-fund borrowing**

The Financial Reporting Manual requires that short-term inter-fund borrowings be repaid in the next year unless the borrowing is for a capital project. The amounts payable between funds are not in compliance with the requirements.

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**11. Excess of current assets over current liabilities - Solide Waste Capital Fund**

As at December 31, 2020, the capital and borrowing funds of the Kent Regional Service Commission indicate an excess of the current assets over current liabilities:

	<b>Solide Waste Capital Fund</b>
Current assets	\$ 7,000
Current liabilities	<u>4,452</u>
	<u>\$ 2,548</u>

This surplus is the result of an amount received from the Capital Reserve Fund, which will be used to finance future capital expenditures.

**KENT REGIONAL SERVICE COMMISSION**  
Notes to the Consolidated Financial Statements  
December 31, 2020

**12. Schedule of Segment Disclosure**

	Corporate Services	Cooperative & Regional Planning Services	Local Planning Services	Solid Waste Services	Other shared services	2020 Consolidated	2019 Consolidated
<b>Revenues</b>							
Member charges	\$ -	\$ 112,516	\$ 764,375	\$ 1,079,283	\$ 282,051	\$ 2,238,225	\$ 2,031,790
Sale of services	500	-	35,729	1,674,446	-	1,710,675	1,713,761
Government transfers	50	-	-	18,944	27,751	46,745	99,362
Interest	889	-	-	1,700	-	2,589	3,840
Other revenue	1,898	-	33,646	1,890	-	37,434	16,784
	<b>3,337</b>	<b>112,516</b>	<b>833,750</b>	<b>2,776,263</b>	<b>309,802</b>	<b>4,035,668</b>	<b>3,865,537</b>
<b>Expenses</b>							
Salaries and benefits	222,980	38,033	543,687	181,691	114,602	1,100,993	927,318
Goods and services	152,103	30,744	166,622	2,332,468	158,202	2,840,139	2,771,482
Amortization	-	-	5,676	482	-	6,158	5,911
Other	-	133	-	-	-	133	525
	<b>375,083</b>	<b>68,910</b>	<b>715,985</b>	<b>2,514,641</b>	<b>272,804</b>	<b>3,947,423</b>	<b>3,705,236</b>
Surplus (deficit) for the year	\$ (371,746)	\$ 43,606	\$ 117,765	\$ 261,622	\$ 36,998	\$ 88,245	\$ 160,301

**KENT REGIONAL SERVICE COMMISSION**  
Notes to the Consolidated Financial Statements  
December 31, 2020

**13. Reconciliation of annual surplus**

	Corporate services	Cooperative & Regional Planning Operating	Local Planning Operating Fund	Planning Services Capital Fund	Solid Waste Operating Fund	Solid Waste Capital Fund	Other Shared Services	Capital & Operating Reserve Fund	Total
2020 annual fund surplus (deficit) under PSA	\$ (371,745)	\$ 43,608	\$ 123,441	\$ (5,676)	\$ 260,403	\$ (482)	\$ 36,997	\$ 1,699	\$ 88,245
Adjustments to annual surplus (deficit) for funding requirements									
Second previous year's surplus	-	(8,370)	34,478	-	49,995	-	2,305	-	78,408
Transfers between funds:									
Transfer from local planning operating fund to operating reserve fund	-	-	(600)	-	-	-	-	600	-
Transfer from solid waste operating fund to solid waste reserve operating fund	-	-	-	-	(50,000)	-	-	50,000	-
Transfer from regional planning operating fund to regional planning reserve operating fund	-	(500)	-	-	-	-	-	500	-
Allocation from corporate services	371,745	(39,470)	(133,169)	-	(189,983)	-	(9,123)	-	-
Amortization expense	-	-	-	5,676	-	482	-	-	6,158
Change in amount recorded under PSA for defined benefit liability	-	-	-	-	-	-	-	-	-
Total adjustments to annual surplus (deficit)	371,745	(48,340)	(99,291)	5,676	(189,988)	482	(6,818)	51,100	84,566
2020 annual fund surplus (deficit)	\$ -	\$ (4,732)	\$ 24,150	\$ -	\$ 70,415	\$ -	\$ 30,179	\$ 52,799	\$ 172,811

**KENT REGIONAL SERVICE COMMISSION**  
Notes to the Consolidated Financial Statements  
December 31, 2020

**14. Statement of Reserves**

Assets	Operating Reserve Regional planning	Operating Reserve		Capital Reserve Solid waste	Operating Reserve		2020 Total	2019 Total
		planning	waste		planning	waste		
Investments	\$ -	\$ 77,543	\$ -	\$ 140,953	\$ -	\$ -	\$ 218,496	\$ 216,796
Receivables	5,000	55,698	-	-	41,564	-	102,262	45,464
Payables	-	-	-	(7,408)	-	-	(7,408)	(1,710)
<b>Accumulated Surplus</b>	<b>\$ 5,000</b>	<b>\$ 133,241</b>	<b>\$ -</b>	<b>\$ 133,545</b>	<b>\$ 41,564</b>	<b>\$ -</b>	<b>\$ 313,350</b>	<b>\$ 260,550</b>
<b>Revenue</b>								
Transfer from local planning operating fund	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	\$ 600	\$ 17,000
Transfer from solid waste fund	-	50,000	-	-	-	-	50,000	26,000
Transfer from regional collaboration fund	500	-	-	-	-	-	500	2,000
Interest	-	737	-	962	-	-	1,699	2,399
<b>Annual Surplus</b>	<b>\$ 500</b>	<b>\$ 50,737</b>	<b>\$ -</b>	<b>\$ 962</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>\$ 52,799</b>	<b>\$ 47,399</b>

**KENT REGIONAL SERVICE COMMISSION**  
Notes to the Consolidated Financial Statements  
December 31, 2020

**15. Operating Budget to PSA Budget**

	Corporate Services	Cooperative & Regional Planning Services	Local Planning Services	Solid Waste Services	Other Shared Services	Amortization TCA	Transfers	Total
<b>Revenue</b>								
Member charges	\$ -	\$ 103,900	\$ 764,375	\$ 2,686,642	\$ 284,337	\$ -	\$ -	\$ 3,839,254
Sale of services	-	-	25,000	-	-	-	-	25,000
Government transfers	-	-	-	-	19,501	-	-	19,501
Transfers from own and other funds	361,900	-	-	-	-	-	(361,900)	-
Interest	-	-	500	363	-	-	-	863
Surplus of second previous year	-	-	34,478	49,995	7,543	-	(92,016)	-
Other revenue	1,500	-	7,200	3,000	5,000	-	-	11,700
	363,400	103,900	831,553	2,740,000	316,381	-	(453,916)	3,896,318
<b>Expenditures</b>								
Governance	49,800	-	-	-	-	-	-	49,800
Administration	313,600	43,030	246,400	477,763	309,843	-	(361,900)	1,028,736
Regional planning	-	1,000	-	-	-	-	-	1,000
Regional policing collaboration	-	18,500	-	-	-	-	-	18,500
Regional emergency measures planning	-	33,000	-	-	-	-	-	33,000
Regional sport, recreation & culture infrastructure planning	-	-	583,653	-	-	5,676	-	589,329
Planning and building inspection services	-	-	-	2,214,198	-	482	-	2,214,680
Operations - Solid waste service	-	-	-	-	-	-	-	-
Fiscal services	-	-	1,500	-	1,300	-	-	2,800
Interest	-	-	-	-	-	-	(48,039)	-
Transfert au fonds de réserve de fonctionnement	-	-	-	48,039	-	-	(13,608)	-
Deficit of second previous year	-	8,370	-	-	5,238	-	-	-
	363,400	103,900	831,553	2,740,000	316,381	6,158	(423,547)	3,937,845
Surplus (deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,158)	\$ (30,369)	\$ (41,527)



**KENT REGIONAL SERVICE COMMISSION**  
Notes to the Consolidated Financial Statements  
December 31, 2020

**16. Expense support**

	Budget 2020	Actual 2020	Actual 2019
<b>Governance</b>			
<b>Corporate services</b>			
Board members			
Honorariums	\$ 35,000	\$ 40,992	\$ 37,347
Travel	9,000	5,667	10,411
Training and development	3,000	755	9,362
Other	2,800	2,191	6,182
	<u>\$ 49,800</u>	<u>\$ 49,605</u>	<u>\$ 63,302</u>
<b>Administration</b>			
<b>Corporate services</b>			
Executive Director's office			
Salaries and benefits	\$ 114,000	\$ 106,254	\$ 107,613
Travel	5,500	4,501	8,893
Training and development	10,000	6,504	7,609
Financial management			
Salaries and benefits	58,500	62,754	59,923
Travel	1,500	620	941
External audit and accounting fees	14,000	17,103	14,053
Other administration services			
Advertising and public relations	8,500	12,482	9,437
Liability insurance	15,000	16,755	16,939
Professional services	8,000	4,293	23,435
Legal fees	-	850	374
Office building	21,000	15,861	15,731
Office equipment and supplies	8,000	15,103	12,548
Telecommunications	3,600	8,348	5,131
Other	46,000	50,105	47,792
	<u>\$ 313,600</u>	<u>\$ 321,533</u>	<u>\$ 330,419</u>
<b>Local planning services</b>			
Other administration services			
Advertising and public relations	\$ 8,500	\$ 9,538	\$ 5,460
Professional services	6,500	41,739	11,552
Office building	58,000	53,115	53,629
Office equipment and supplies	12,500	19,847	23,881
Telecommunications	11,000	11,884	10,641
Other	19,900	20,113	23,879
	<u>\$ 116,400</u>	<u>\$ 156,236</u>	<u>\$ 129,042</u>

**KENT REGIONAL SERVICE COMMISSION**  
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**16. Expense support**

	Budget 2020	Actual 2020	Actual 2019
<b><i>Solid waste services</i></b>			
Director's office			
Salaries and benefits	\$ 76,500	\$ 77,445	\$ 75,353
Travel	5,000	836	5,983
Training and development	6,500	1,182	7,003
WorkSafe NB	3,000	5,383	3,580
Other administration services			
Professional fees	4,000	3,238	2,851
Office building	22,000	18,200	18,274
Office equipment and supplies	8,500	4,928	9,294
Telecommunications	4,000	4,114	3,566
Other	2,000	1,321	131
Public education			
Advertising, tours, promotional	103,800	104,773	129,725
Travel	4,000	3,108	4,996
Technical committee	6,000	3,086	3,776
Education coordinator	47,000	52,716	48,064
	<b>\$ 292,300</b>	<b>\$ 280,330</b>	<b>\$ 312,596</b>
<b><i>Regional planning</i></b>			
Other administration services			
Other	\$ 4,500	\$ 36,833	\$ 5,243
<b><i>Other shared services</i></b>			
Director's office			
Salaries and benefits	\$ 82,095	\$ 113,799	\$ 61,008
Travel	8,550	313	3,401
Training and development	6,100	1,495	725
WorkSafe NB	-	1,794	1,790
Other administration services			
Office equipment and supplies	7,131	3,242	2,553
Office building	3,600	5,148	4,253
Professional fees	1,835	694	131
Telecommunications	2,200	979	1,208
Other	155,825	144,962	145,753
	<b>\$ 267,336</b>	<b>\$ 272,426</b>	<b>\$ 220,822</b>
	<b>\$ 994,136</b>	<b>\$ 1,067,358</b>	<b>\$ 998,120</b>

**KENT REGIONAL SERVICE COMMISSION**  
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<b>16. Expense support</b>	<b>Budget 2020</b>	<b>Actual 2020</b>	<b>Actual 2019</b>
<b>Regional planning</b>			
Travel	\$ 1,000	\$ 357	\$ 802
<b>Regional policing collaboration</b>			
Administration and Travel	\$ 18,500	\$ 12,407	\$ 9,775
<b>Regional emergency measures planning</b>			
Administration and Travel	\$ 33,000	\$ 19,180	\$ 30,369
<b>Regional sport, recreation &amp; culture infrastructure planning and cost-sharing</b>			
Travel	\$ -	\$ -	\$ 100
<b>Planning and building inspection services</b>			
Planning services			
Salaries and benefits	\$ 405,053	\$ 397,704	\$ 330,889
Travel	10,000	9,707	12,206
Training and development	10,000	3,187	6,217
Planning review and adjustment committee	6,000	5,639	6,669
Other	1,200	-	887
Amortization	5,676	5,676	5,309
	\$ 437,929	\$ 421,913	\$ 362,177
Inspection services			
Salaries and benefits	\$ 128,000	\$ 118,942	\$ 111,065
Travel	18,000	17,334	21,204
Training and development	5,000	321	4,633
Other	400	-	-
	\$ 151,400	\$ 136,597	\$ 136,902
	\$ 589,329	\$ 558,510	\$ 499,079

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**16. Expense support**

	<b>Budget 2020</b>	<b>Actual 2020</b>	<b>Actual 2019</b>
<b>Solid waste services</b>			
Landfill operations			
Albert-Westmorland landfill	\$ 709,600	\$ 751,770	\$ 710,238
Transfer station operations			
Waste diversion			
Agreement Nepisiguit-Chaleur	\$ 1,492,598	\$ 1,469,805	\$ 1,365,936
Composting program			
Residential compostors	\$ 7,000	\$ 4,291	\$ 5,200
Household hazardous waste			
Collection	5,000	6,152	6,242
Amortization	482	482	602
	<b>\$ 2,214,680</b>	<b>\$ 2,232,500</b>	<b>\$ 2,088,218</b>
<b>Fiscal services</b>			
<b>Local planning services</b>			
Banking service charge	\$ -	\$ 3,946	\$ 2,943
<b>Local planning services</b>			
Banking service charge	\$ 1,500	\$ 1,239	\$ 535
<b>Solid Waste Services</b>			
Banking service charge	\$ -	\$ 1811	\$ 11,337
<b>Regional planning services</b>			
Banking service charge	\$ -	\$ 133	\$ 149
<b>Other shared services</b>			
Banking service charge	\$ 1,300	\$ 377	\$ 507
	<b>\$ 2,800</b>	<b>\$ 7,506</b>	<b>\$ 15,471</b>