

**Victoria Water & Sewer Corporation**

**Rate Filing Prepared for Submission**  
**to The Island Regulatory & Appeals Commission**

Contact Name: Marsha Empson  
Utility Address: 730 Victoria Rd  
Victoria, PE  
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Telephone: 902-658-2541  
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Date:

In accordance with Sections 9 and 15 of the *Water and Sewerage Act*, following is the Utility's application for a rate review.

1. Background information about the Utility (year established, description of system, current number of customers), and the overall reason(s) for the request for a rate change.

See attached file: 1. 202505 IRAC Rate Increase Application - Background

2. Proposed capital projects or anticipated significant expenditures in the next 2-5 years.

	Type of Project/Expenditure	Utility's Expected Cost	Year
1.	New control panel at lighthouse lift station	\$17,000	2025-26
2.	Reprogram pump house electrical panel	\$4000	2025-26
3.	Repair underground leak on Causeway Rd.	\$3000	2025-26
4.			

3. PROJECTED depreciation expenses for future expenditures identified in question #2.

	Description	Utility's NET Cost	Proj Depr Exp	Year
1.	New control panel at lighthouse lift station	\$17,000	\$1700	2025-26
2.				
3.				
4.				

4. PROJECTED annual interest expenses on long-term debt for future projects/purchases identified in question #2.

	Description	Loan Amount	Interest Rate	Proj Yrly Int Payment	Year
1.	None				
2.					
3.					
4.					

5. a. Statement of actual revenue and expenditures and forecasted data - WITHOUT RATE RELIEF. (Any projected depreciation and/or interest expenses indicated in 3 & 4 above are included.)

Attached separately.

b. Statement of actual revenue and expenditures and forecasted data - WITH RATE RELIEF AS PROPOSED BY THE UTILITY. (Any projected depreciation and/or interest expenses indicated in 3 & 4 above are included.)

Attached separately.

6. Revenue and expenditure accounts that have increased or decreased by substantial amounts.

Account #	_____	Account Name	CCBF Funding
Explanation for Change	_____	Many years of accumulated funds spent in 2024.	_____

Account #	_____	Account Name	MCEG
Explanation for Change	_____	Income comes from spending capital funds, funds now spent	_____

Account #	_____	Account Name	W&S Portion of Municipal Expenses
Explanation for Change	_____	Transfer percentage reduced for 2025/26 budget due to lack of funds. Increased overall due to increased admin wages included in transfer amount.	_____

Account #	_____	Account Name	_____
Explanation for Change	_____	_____	_____

7. Utility customer information.

Customer Category	# of Customers	# of Units Billed
Unmetered Water	104	119.1
Sewer	69	81.6
Water Frontage	48	48
Sewer Frontage	36	36

8. Projected number of new customers over the next 2-3 years.

PROJECTED:

Year	Customer Category	# of Customers	# of Units Billed
2025-2026	Unmetered water revenue	2	2

2025-26	Sewer	2	2
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9. Proposed amortization period to recover any accumulated deficit.

Deficit Amount (\$)	# of Yrs Recovery	Yrly Payment	Int Rate	Yrly Int Pmt	Start Year
None - deficit a result of depreciation and accounting entries capturing municipal spending for water and sewer					

Note: The proposed yearly repayment amount(s), including yearly interest, should be included in the projected expenditures in the statement of revenue and expenditures prepared under #5 above.

10. Utility's current rate, proposed rate and proposed effective date.

Current Annual Rate (per Single-Family Dwelling):

Unmetered Water Revenue = \$361
Water Frontage = \$180
Sewer Dues = \$654
Sewer Frontage = \$328

Proposed Annual Rate (per Single-Family Dwelling):

Unmetered Water Revenue = \$365
Water Frontage = \$274
Sewer Dues = \$661
Sewer Frontage = \$496

Proposed Effective Date: April 1, 2025

Utility's Billing Cycle: April 1 - March 31

11. Information on any prior communication by the Utility to its ratepayers on the proposed rate changes.

March 11 2025 public water & sewer meeting for budget approval - increase motioned for approval by board.
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March 24 2025 public council meeting for budget approval - increase motioned for approval by council.
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12. Other information relevant to the rate filing.

Major improvements and upgrades have been completed in late 2023 and in 2024, using the entirety of the municipality's federal funding. Increased expenses are expected as a result of the improvements.

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In addition, the following items are attached to, and form part of, this submission:

13.  A copy of the Utility Board's minute(s) giving authorization to prepare the rate application;
14.  A copy of the Bylaw creating the Utility, pursuant to Section 38.1 of the *Municipalities Act*; and
15.  A copy of the Utility's most recent audited financial statements.

## WATER

The Victoria Water Utility began operation in July of 1988 and had 76 customers. In 2000, the utility experienced on-going water quality issues so two chlorinators were installed, one in 2001 and one in 2002 and two new wells were installed in 2003.

In 2013, the utility expanded the pump house and installed a third well. Improvements to the pump house included a 21 square metre addition to provide room for additional equipment and future expansion within the municipality; an HRV system, dehumidifier and sump pit were installed to improve the health and operation within the building. There was also a replacement of all aging equipment within the pump house.

At this time, the utility brought in a Service Availability (Frontage) Charge for customers with vacant lots that had access to the serviced water line passing by their property.

In 2022 the utility was approved to increase rates to the current amounts of \$350 for unmetered water and \$175 for water frontage. There are currently 104 customers equaling 119.1 units being billed at the unmetered water rate, and 49 customers equaling 48 units being billed at the frontage rate.

Metered Charge – The utility's customers all have water meters installed. These meters were installed through funding from Green funds. The utility has put a hold on moving forward with a metered charge because the data from the meter readings seems to be inconsistent and the time needed to monitor and administer the metered system would be onerous and add to the administrative costs to run the system. The utility believes it cannot absorb such added costs and does not have sufficient personnel to manage such a task.

In late 2023 the water line across the Causeway Road bridge was expanded to again allow potable water to the 2 customers in that area. In 2024 the utility installed a generator to aid in the event of a power outage, to the water pump house system. These two improvements were funded by CCBF funds issued to the Municipality, and totaled ~\$197,000. With the improvements to the system increased maintenance costs are now expected.

At the end of October 2024 the utility had over \$20,000 in outstanding accounts. With the implementation of a fees bylaw, \$12,000 has been recovered, with another \$8,000 still outstanding. The recovery of these costs will unfortunately not allow the utility to effectively provide for future maintenance of the system.

Knowing that costs of the municipal water and sewer operator are also increasing in 2025, the utility is requesting an increase of 1% to its unmetered water and sewer rate categories and an increase of its frontage rates to 75% of the standard rates: \$365 for unmetered water (up from \$361), \$661 for sewer dues (up from \$654), \$274 for water frontage (up from \$180) and \$496 for sewer frontage (up from \$328), effective April 1, 2025.

## SEWAGE

The utility installed a central sewage system for the Rural Municipality of Victoria with construction beginning in 2007 and completed in 2008. The central system is a state-of-the-art modular packed bed filter system which utilizes non-woven textile fabric for wastewater treatment. Homes and businesses

each have a tank on site which feeds into the central system. This system is environmentally friendly and the Rural Municipality of Victoria won a major national award for sustainable development for installing this system. The total cost of the project was approximately \$2.5 million which was funded through the Canada/PEI Infrastructure program and the Federal Green funds program. The municipality did purchase a 26-acre parcel of land for \$68,000. The sewage plant is located on this land. A loan was taken to facilitate this land purchase and at March 31, 2025, the outstanding balance was ~\$7200.

In 2008, the utility had 63 customers equaling 73 units at a rate of \$375/unit. In 2013, a Service Availability (Frontage) Charge was brought in for customers with vacant lots that had access to the serviced sewage line passing by their property. In 2014, the utility began a sludge removal schedule from the sewage tanks.

The utility is now proposing an increase on both sewer and sewer frontage. The increase is necessary to cover projected operating costs and to clear debt owed to the Rural Municipality of Victoria.

The utility currently has 70 sewer customers equaling 82.6 units at \$654/unit and 35 sewer frontage customers equaling 35 units at \$328/unit. The proposed new rates are \$661 for sewer and \$496 for sewer frontage, effective April 1, 2025.

#### BILLING

This utility bills on an annual basis, on April 1.

Items 3, 4, 6

3. Water and sewer invoices are issued yearly, in April. Payments are received to w&s specific bank account via etransfer, Scotiabank Bill Payment, or cash, or cheque deposited by myself (Marsha Empson).

Monthly provincial payments are received to a municipal specific account, for property taxes and fire dues, via direct deposit. Income for rentals of municipal spaces is deposited to same account, via etransfer, or cash or cheque deposited by myself. Any funding or grants received are deposited to this account also. If water & sewer related, entries may be made to capture a transfer.

Annual provincial payments from the CCBF program are direct deposited to a separate municipal account.

Bank accounts are reconciled monthly, using Sage, by myself, approved by the CAO (Yves Dallaire).

4. Expenses are paid via petty cash, Visa, Cheque or Etransfer.

Petty cash is reconciled by myself, approved by the CAO.

Visa is reconciled monthly by myself, approved by the CAO.

All cheques are signed by CAO and one of either Mayor, Deputy Mayor or Councillor Shelley Trainor\* (\*municipal account only, not water and sewer account).

Etransfer payments are set up by myself, approval by both CAO and Mayor required before transactions can be completed. Other cheque signatories do not have etransfer approval authority.

6. Seasonal employees are brought on for the summer season, typically one, sometimes 2.

Honorariums are paid out to council members (as by bylaw), in December.

## WATER &amp; SEWER

## Statement of Revenue and Expenditures (WITH RATE CHANGE)

PER YEAR	Current	Proposed	Diff %	Diff \$
Flat Rate – Unmetered Water	\$ 361	\$ 361	0	\$ -
Flat Rate – Sewer Dues	\$ 654.00	\$ 654.00	0	\$ -
Flat Rate – Water Frontage	\$ 180.00	\$ 180.00	0	\$ -
Flat Rate – Sewer Frontage	\$ 328.00	\$ 328.00	0	\$ -

	WITH RATE CHANGE				
	Actual (Not audited. Does not account for April 1, 2025 increase)		With April 01 2025 approved increase	With RATE CHANGE	
	Actual	2026		Proj	Proj
<b>REVENUES</b>					
MCEG	\$ 17,858	\$ 61,662	\$ 2,100	2100	0
Unmetered Water Revenue	\$ 41,180	\$ 41,318	\$ 43,356	43,356	43,356
Water-Frontage charge	\$ 8,652	\$ 8,390	\$ 8,460	8,460	8,460
Sewer Dues	\$ 51,536	\$ 51,926	\$ 54,674	54,674	54,674
Sewer- Frontage charge	\$ 11,588	\$ 10,971	\$ 11,152	11,152	11,152
Delayed Payment Charges	\$ 1,296	\$ 1,001	\$ 1,000	1,000	1,000
<b>CCBF Funding</b>	<b>\$ 104,457</b>	<b>\$ 616,617</b>	<b>\$ 21,000</b>	<b>21,000</b>	<b>-</b>
Curb Service Fee	\$ 495	\$ 480	\$ 500	500	500
<b>TOTAL REVENUES</b>	<b>\$ 237,062</b>	<b>\$ 730,703</b>	<b>\$ 140,143</b>	<b>\$ 140,143</b>	<b>\$ 119,143</b>
<b>EXPENDITURES – Operating</b>					
Salaries and Wages – Oper Emp	\$ 29,942	\$ 29,942	\$ 30,840	\$ 30,840	\$ 30,840
Materials and Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs and Maintenance	\$ 28,533	\$ 12,359	\$ 10,000	\$ 10,000	\$ 10,000
Power or Electricity	\$ 17,060	\$ 23,061	\$ 25,000	\$ 25,000	\$ 25,000
Chemicals	\$ 323	\$ 515	\$ 457	\$ 457	\$ 457
	<b>75,858</b>	<b>65,877</b>	<b>66,297</b>	<b>66,297</b>	<b>66,297</b>
<b>EXPENDITURES – General</b>					
Salaries and Wages – Admin Emp	\$ 31,020	Included in municipal expenses tot	\$ -	\$ -	\$ -
Office Supplies and Other	\$ 4,031	\$ 1,576	\$ 1,576	\$ 2,000	\$ 2,000
Interest and Bank Service Charges	\$ 360	\$ 268	\$ 268	\$ 300	\$ 300
Insurance	\$ 3,776	\$ 3,780	\$ 3,780	\$ 3,000	\$ 3,000
Regulatory Commission Fees	\$ 2,546	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Miscellaneous Expenses	\$ 5,353	\$ 561	\$ 561	\$ 1,000	\$ 1,000
W&S Portion of Municipal Expenses	\$ 41,267	\$ 39,110	\$ 39,110	\$ 55,000	\$ 55,000
	<b>88,353</b>	<b>47,795</b>	<b>47,795</b>	<b>63,800</b>	<b>63,800</b>
<b>EXPENDITURES – Other</b>					
Depreciation Expenses (Sch 9A)	\$ 50,807	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Interest on Long-Term Debt	\$ 982	\$ 592	\$ 592	\$ -	\$ -
	<b>51,789</b>	<b>50,592</b>	<b>50,592</b>	<b>50,000</b>	<b>50,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 216,000</b>	<b>\$ 164,264</b>	<b>\$ 164,684</b>	<b>\$ 180,097</b>	<b>\$ 180,097</b>
Net Income (Loss) Year	\$ 21,062	\$ 566,439	\$ (24,542)	\$ (39,955)	\$ (60,955)
Cumulative Surp (Def)	\$ -	\$ 566,439	\$ 541,897	\$ 501,942	\$ 440,988

Total without CCBF Funds (spent on capital asset projects not reflected in these expenses)

\$ (83,395) \$ (50,178)

April 1 2025 Approved Rate	# units	2026
		Rate
\$361	120.1	
\$180	47	
\$654	83.6	
\$328	34	

CCBF Funds contributing to large net income, asset accounts showing spending not included in this report. CCBF balance at November 30, 2024 = \$4281

This transfer of expenses decreased to only 30% in 2025/26 due to lack of funding. Accounting for normal 40% transfer in 2027, 2028



## Notes

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## WATER &amp; SEWER

## Statement of Revenue and Expenditures (WITH RATE CHANGE)

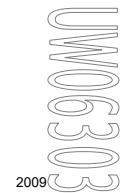
PER YEAR	Current	Proposed	Diff %	Diff \$
Flat Rate - Unmetered Water	\$ 361	\$ 365	1	\$ 4.00
Flat Rate - Sewer Dues	\$ 654.00	\$ 661.00	1	\$ 7.00
Flat Rate - Water Frontage	\$ 180.00	\$ 274.00	52	\$ 94.00
Flat Rte Sewer Frontage	\$ 328.00	\$ 496.00	51	\$ 168.00

	WITH RATE CHANGE				
	Actual (Not audited. Does not account for April 1, 2025 increase)		With April 01 2025 approved increase	Proj	
	Actual	2026	2026	2027	
<b>REVENUES</b>					
MCEG	\$ 17,858	\$ 61,662	\$ 2,100	2100	0
Unmetered Water Revenue	\$ 41,180	\$ 41,318	\$ 43,356	\$ 43,837	\$ 44,567
Water-Frontage charge	\$ 8,652	\$ 8,390	\$ 8,460	\$ 12,878	\$ 12,330
Sewer Dues	\$ 51,536	\$ 51,926	\$ 54,674	\$ 55,260	\$ 56,582
Sewer- Frontage charge	\$ 11,588	\$ 10,971	\$ 11,152	\$ 16,864	\$ 15,872
Delayed Payment Charges	\$ 1,296	\$ 1,001	\$ 1,000	\$ 1,000	\$ 1,000
CCBF Funding	\$ 104,457	\$ 616,617	\$ 21,000	\$ 21,000	\$ -
Curb Service Fee	\$ 495	\$ 480	\$ 500	\$ 500	\$ 500
<b>TOTAL REVENUES</b>	<b>\$ 237,062</b>	<b>\$ 730,703</b>	<b>\$ 140,143</b>	<b>\$ 151,338</b>	<b>\$ 130,850</b>
<b>EXPENDITURES - Operating</b>					
Salaries and Wages - Oper Emp	\$ 29,942	\$ 29,942	\$ 30,840	\$ 30,840	\$ 30,840
Materials and Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs and Maintenance	\$ 28,533	\$ 12,359	\$ 10,000	\$ 10,000	\$ 10,000
Power or Electricity	\$ 17,060	\$ 23,061	\$ 25,000	\$ 25,000	\$ 25,000
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Interest on Long-Term Debt	\$ 982	\$ 592	\$ 592	\$ -	\$ -
	<b>51,789</b>	<b>50,592</b>	<b>50,592</b>	<b>50,000</b>	<b>50,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 216,000</b>	<b>\$ 164,264</b>	<b>\$ 164,684</b>	<b>\$ 180,097</b>	<b>\$ 180,097</b>
Net Income (Loss) Year	\$ 21,062	\$ 566,439	\$ (24,542)	\$ (28,759)	\$ (49,247)
Cumulative Surp (Def)	\$ -	\$ 566,439	\$ 541,897	\$ 513,138	\$ 463,891

Total without CCBF Funds (spent on capital asset projects not reflected in these expenses) \$ (83,395) \$ (50,178)

CCBF Funds contributing to large net income, asset accounts showing spending not included in this report. CCBF balance at November 30, 2024 = \$4281

This transfer of expenses decreased to only 30% in 2025/26 due to lack of funding. Accounting for normal 40% transfer in 2027, 2028



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## Notes

<sup>1</sup>

<sup>2</sup>

**City/Town/Rural Municipality of Victoria, PEI**  
**The Rural Municipality of Victoria Water and Sewer Corporation Bylaw**  
**Bylaw#2021-03**

**BE IT ENACTED** by the Council of the Rural Municipality of Victoria as follows:

**1. Title**

1.1. This bylaw shall be known and cited as the "Sewer and Water Corporation Bylaw".

**2. Authority**

- 2.1. Clause 180(b) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to establish a bylaw to provide municipal public utility services.
- 2.2. Pursuant to subsection 183(1) of the Municipal Government Act, this public utility will be established as a controlled corporation.

**3. Application**

- 3.1. This Bylaw applies to Council, all members of the Board of Directors of the Corporation, and customers of the public utility.

**4. Definitions**

- 4.1. "Act" means the Municipal Government Act.
- 4.2. "Chief Administrative Officer" or "CAO" means the administrative head of the Municipality as appointed by Council under clause 86(2)(c) of the Act.
- 4.3. "Commission" means the Island Regulatory and Appeals Commission established under the *Island Regulatory and Appeals Commission Act* R.S.P.E.I. 1988, Cap. I-11.
- 4.4. "Controlled Corporation" means a controlled corporation as defined in the Act.
- 4.5. "Corporation" means the Rural Municipality of Victoria Water and Sewer Corporation established herein.
- 4.6. "Council" means the mayor and other members of the Council of the Municipality.
- 4.7. "Customer" means a property, person, firm or corporation who or which requests, or is supplied with, sewer or water or water and sewer service at a specific location or locations.
- 4.8. "Municipality" means the City/Town/Rural Municipality of Victoria, PEI
- 4.9. "Public Utility" means a public utility as defined in the *Water and Sewerage Act* R.S.P.E.I. 1988, Cap. W-2.
- 4.10. "Quorum" is a majority of the members of the Board of Directors and must include either the chair or vice-chair.

**5. Corporation Established**

5.1. Under the authority of subsection 183(1) and pursuant to clause 183(3)(a) of the *Act*, the Council of the Rural Municipality of Victoria establishes the Rural Municipality of Victoria Water and Sewer Corporation.

5.2. Pursuant to clause 183(3)(a) of the *Act*, Council shall specify the composition and functions of the controlled corporation.

## 6. Corporation Administration

6.1. Pursuant to subsection 2(1) of the *Water and Sewerage Act*, the Commission has and shall exercise general supervision and control over the Rural Municipality of Victoria Water and Sewer Corporation.

6.2. The affairs of the Corporation shall be managed, in accordance with this bylaw and other applicable Acts and regulations, by the Board of Directors.

6.3. The Board of Directors shall be composed of:

(3.a) a chair who shall be a member of Council;

(3.b) a vice-chair who shall be a member of Council;

(3.c) not less than two other members;

(3.d) At least an equal number of Council members as non-council members;

(3.e) only residents of the municipality are eligible to serve on the Board.

6.4. The Board of Directors shall be appointed in accordance with the municipality's Procedural Bylaw.

6.5. An employee of the corporation is considered a municipal employee.

6.6. Pursuant to clause 93(1)(d) of the *Act*, the Chief Administrative Officer is responsible for hiring, directing, managing and supervising the employees of the municipality.

6.7. Pursuant to clause 93(1)(d1) of the *Act*, the Chief Administrative Officer is responsible for contracting, directing, managing and supervising the activities of all contractors hired or persons or firms retained by the municipality to work on behalf of council.

6.8. Remuneration to non-Council members of the Board is established by Council and, if any, appears in Schedule 'A' of this bylaw.

## 7. Meeting Procedures

7.1. A quorum is required at all time for Board of Directors meetings.

7.2. The Chair, or in their absence the vice-chair, shall preside over meetings of the Board of Directors.

7.3. The CAO or designate must be attendance at all Board meetings to ensure minutes are recorded.

- 7.4. The Chair of the Board of Directors shall only vote in the event of a tie vote among other Board members.
- 7.5. Decisions of the Board of Directors shall be determined by majority vote.
- 7.6. Meetings notice shall be as outlined in the municipality's Procedural Bylaw.

## **8. Functions of the Corporation**

- 8.1. Constructing, altering, extending, managing and controlling a system for providing the service of water and sewage.
- 8.2. Acquiring, alienating, holding and disposing of real or personal property with Council approval.
- 8.3. Financing, with the approval of Council, any of its undertakings.
- 8.4. Collecting rates and charges for services provided to any customer.
- 8.5. Recommending rates and charges to Council to cover the costs of providing services.
- 8.6. With the prior approval of Council provide for service outside the municipality boundaries provided the complete cost of providing this service is borne by the party or parties requiring this service.

## **9. Additional Responsibilities**

- 9.1. The Corporation shall conduct its affairs in accordance with generally accepted public utility practices.
- 9.2. The Corporation shall maintain safe and adequate service and facilities for services as changing conditions require.
- 9.3. The Board of Directors is responsible for providing the necessary strategic direction and the required oversight to fulfill the established functions of the Corporation.
- 9.4. For the efficient administration of municipal business, the Corporation and the Municipality shall cooperate in the provision of municipal services.

## **10. Rates, Charges and Interest**

- 10.1. Pursuant to subsection 184(1) of the *Act*, Council shall by bylaw levy rates and/or frontage charges in respect of real property for the services of the public utility that are sufficient to cover the costs of providing the services of the public utility following approval of the Commission in accordance with the *Water and Sewerage Act*.
- 10.2. All overdue and unpaid rates and frontage charges bear interest from the due date at the rate prescribed in the Commission's Regulations.

## **11. Liens**

- 11.1. Pursuant to the Commission's regulations, rates or frontage charges that are overdue and unpaid, and any interest accrued, constitute a lien on the real property on which they are levied until payment in full is made.
- 11.2. Pursuant to the Commission's regulations, the lien referred to in 11.1 of this bylaw, has priority over every claim, privilege or encumbrance against the property of every person, except the Crown, and may be enforced on application to the Supreme Court for an order for the sale of the property.

## **12. Financial**

- 12.1. As per clause 183(3)(b) of the *Act*, the Corporation shall maintain its accounts separate from the accounts of the municipality.
- 12.2. Pursuant to clause 183(3)(b) of the *Act*, the Corporation shall prepare an annual financial statement to be submitted to Council.
- 12.3. In accordance with clause 183(3)(c) of the *Act*, the Corporation shall prepare annually a financial plan to be submitted to Council which contains at a minimum:
  - (3.a) an operating budget that includes estimates of revenues and expenditures,
  - (3.b) a capital budget; and
  - (3.c) a five-year capital expenditure program that includes an asset management program.
- 12.4. The fiscal year of the corporation shall be from 1 April to 31 March.
- 12.5. In accordance with section 12 of the *Water and Sewerage Act*, the public utility is required to keep and render its books, accounts, records and papers accurately and faithfully in the manner and form prescribed by the Commission and comply with all direction of the Commission relating to the books, accounts, papers and records.
- 12.6. If the Minister requires an inspection of the Corporation pursuant to subsection 216(1) of the *Act*, the Corporation shall produce all records of the Corporation for examination and inspection.

## **13. Complaints**

- 13.1. In accordance with subsection 184(4) of the *Act*, a complaint in respect of the terms and standards of service, rates, charges or schedules or any combination of them, of the public utility, is subject to appeal to the Commission under the *Water and Sewerage Act* in accordance with that Act.

## **14. Repeal of Existing Bylaw**

- 14.1. On adoption, this bylaw replaces Bylaw #2 and all amendments heretofore.

## **15. Effective Date**

15.1. This "Water and Sewer Corporation Bylaw, Bylaw # 2021-03, shall be effective on the date of approval and adoption below.

**First Reading:**

This Water and Sewer Corporation Bylaw, Bylaw# 2021-03, was read a first time at the Council meeting held on the 12<sup>th</sup> day of July, 2021.

This Water and Sewer Corporation Bylaw, Bylaw# 2021-03, was approved by a majority of Council members present at the Council meeting held on the 12<sup>th</sup> day of July, 2021.

**Second Reading:**

This Water and Sewer Corporation Bylaw, Bylaw# 2021-03, was read a second time at the Council meeting held on the 13<sup>th</sup> day of September, 2021.

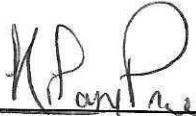
This Water and Sewer Corporation Bylaw, Bylaw# 2021-03, was approved by a majority of Council members present at the Council meeting held on the 13<sup>th</sup> day of September, 2021.

**Approval and Adoption by Council:**

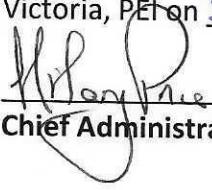
This Water and Sewer Corporation Bylaw, Bylaw# 2021-03, was adopted by a majority of Council members present at the Council meeting held on the 13<sup>th</sup> day of September, 2021.

**Signatures**

Keith Deane  
  
Mayor (signature sealed)

Hilary Price  
  
Chief Administrative Officer (signature sealed)

This Water and Sewer Corporation Bylaw adopted by the Council of the Rural Municipality of Victoria, PEI on September 13, 2021 is certified to be a true copy.

  
Chief Administrative Officer Signature

September 30, 2021  
Date

# **Rural Municipality of Victoria**

Consolidated Financial Statements  
**March 31, 2024**

## **Management's Report**

The integrity, relevance, and comparability of the data in the accompanying consolidated financial statements are the responsibility of management.

The consolidated financial statements are prepared by management in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies is disclosed in note 2 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current period cannot be finalized with certainty until future periods.

To meet its responsibility, management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are to be monitored and evaluated by management and overseen by Council.

The Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control. The Council reviews internal financial statements on a monthly basis and external audited financial statements yearly. The Council also discusses any significant financial reporting or internal control matters prior to their approval of the financial statements.

The consolidated financial statements have been audited by ArsenaultBestCameronEllis, independent external auditors appointed by the Municipality. The accompanying Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Municipality's consolidated financial statements.

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Mr. Yves Dallaire  
Chief Administrative Officer

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Mr. Martin Ruben  
Mayor



September 9, 2024

**Independent Auditor's Report**

**To the Members of Council of Rural Municipality of Victoria**

***Qualified Opinion***

We have audited the accompanying consolidated financial statements of Rural Municipality of Victoria, which comprise the consolidated statement of financial position as at March 31, 2024, and the consolidated statements of operations, accumulated surplus, changes in net debt and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of Rural Municipality of Victoria as at March 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

***Basis for Qualified Opinion***

We were unable to obtain sufficient appropriate audit evidence to determine if there are legal obligations associated with the retirement of tangible capital assets that could result in an asset retirement obligation, as an analysis has not been performed on the Municipality's tangible capital assets for that purpose. This is a departure from Canadian public sector accounting standards. Therefore, we were not able to determine whether any adjustments might be necessary to tangible capital assets and long-term liabilities at March 31, 2023 and March 31, 2024 as well as expenses and annual surplus (deficit) for the year ended March 31, 2024 and March 31, 2023. Our audit opinion on the consolidated financial statements for the year ended March 31, 2023 was modified because of the effects of this departure from Canadian public sector accounting standards.

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 Rural Municipality of Victoria 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 qualified opinion.

***Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements***

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing Rural Municipality of Victoria'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 Rural Municipality of Victoria or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Rural Municipality of Victoria's financial reporting process.



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

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. 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 Rural Municipality of Victoria'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 Rural Municipality of Victoria'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 Rural Municipality of Victoria 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.

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.

*ArsenaultBestCameronEllis*

Chartered Professional Accountants

**Rural Municipality of Victoria**  
 Consolidated Statement of Financial Position  
**As at March 31, 2024**

	<b>2024</b>	<b>2023</b>
	\$	\$
<b>Financial assets (notes 4 and 7)</b>		
Cash	43,080	38,113
Restricted cash - infrastructure funding (note 6)	615,113	401,234
Accounts receivable (note 3)	51,706	43,252
	<hr/>	<hr/>
<b>Total financial assets</b>	<hr/> <b>709,899</b>	<hr/> <b>482,599</b>
<b>Liabilities</b>		
Bank indebtedness (note 4)	45,000	45,000
Accounts payable and accrued liabilities (note 5)	137,548	23,737
Deferred revenue - infrastructure funding (note 6)	523,114	401,233
Long-term debt (note 7)	28,429	40,435
	<hr/>	<hr/>
<b>Total liabilities</b>	<hr/> <b>734,091</b>	<hr/> <b>510,405</b>
<b>Net debt</b>	<hr/> <b>(24,192)</b>	<hr/> <b>(27,806)</b>
<b>Non-financial assets</b>		
Tangible capital assets (Schedule 2)	4,605,717	4,490,484
Prepaid expenses	1,694	2,080
	<hr/>	<hr/>
	<b>4,607,411</b>	<b>4,492,564</b>
<b>Accumulated surplus (note 9)</b>	<hr/> <b>4,583,219</b>	<hr/> <b>4,464,758</b>

**Approved by the Council**

CAO

(3)

Mayor

# Rural Municipality of Victoria

Consolidated Statement of Accumulated Surplus  
For the year ended March 31, 2024

	2024	2023
	\$	\$
<b>Accumulated surplus - Beginning of year</b>	4,464,758	4,511,858
Annual surplus (deficit)	<u>118,461</u>	<u>(47,100)</u>
<b>Accumulated surplus - End of year (note 9)</b>	<u>4,583,219</u>	<u>4,464,758</u>

(4)

# Rural Municipality of Victoria

## Consolidated Statement of Operations

For the year ended March 31, 2024

	2024 Budget (unaudited)	2024 Actual	2023 Actual
	\$	\$	\$
<b>Revenue (Schedule 1)</b>			
Municipal property tax	121,791	125,626	113,304
Victoria Water and Sewage Commission	126,714	114,747	110,196
Fire Department	7,900	9,271	7,944
Government transfers for operations (note 10)	18,500	70,270	90,448
Community Hall rentals	7,502	5,185	6,500
Old School rentals	6,502	4,890	4,937
Development permits	3,000	1,500	1,300
Welcome Centre rentals	3,640	3,640	1,300
Lighthouse	550	550	500
Donations and other	1,185	5,208	1,837
	297,284	340,887	338,266
<b>Expenses (Schedule 1)</b>			
Victoria Water and Sewage Commission	187,714	173,551	141,667
General Government	91,924	115,530	161,593
Fire Department	23,735	22,839	17,761
Community Hall	17,845	22,686	23,897
Old School	32,848	36,881	34,969
Welcome Centre, Washrooms	20,579	21,115	20,954
Victoria Park	502	11,409	545
Other	47,512	32,728	33,280
	422,659	436,739	434,666
	(125,375)	(95,852)	(96,400)
<b>Other revenue</b>			
Government transfers for capital (note 10)	5,500	214,313	49,300
<b>Annual surplus (deficit)</b>			
	(119,875)	118,461	(47,100)

# Rural Municipality of Victoria

## Consolidated Statement of Changes in Net Debt For the year ended March 31, 2024

	2024 Budget (unaudited)	2024 Actual	2023 Actual
	\$	\$	\$
<b>Annual surplus (deficit) for the year</b>	(119,875)	118,461	(47,100)
Purchase of tangible capital assets	(47,565)	(235,994)	(45,192)
Amortization of tangible capital assets	133,012	120,761	117,252
Change in prepaid expenses	-	386	(932)
	(34,428)	3,614	24,028
<b>Net debt - Beginning of year</b>	669	(27,806)	(51,834)
<b>Net debt - End of year</b>	(33,759)	(24,192)	(27,806)

(6)

# Rural Municipality of Victoria

## Consolidated Statement of Cash Flows

For the year ended March 31, 2024

	2024	2023
	\$	\$
<b>Cash provided by (used in)</b>		
<b>Operating activities</b>		
Annual surplus (deficit)	118,461	(47,100)
Item not affecting cash		
Amortization	<u>120,761</u>	<u>117,252</u>
	239,222	70,152
Net change in non-cash working capital items		
Increase in accounts receivable	(8,454)	(12,734)
Increase in accounts payable and accrued liabilities	113,810	11,024
Increase in deferred revenue	121,881	103,445
Decrease (increase) in prepaid expenses	<u>386</u>	<u>(932)</u>
	466,845	170,955
<b>Financing activity</b>		
Payments on long-term debt	<u>(12,005)</u>	<u>(12,005)</u>
<b>Capital activity</b>		
Purchase of tangible capital assets	<u>(235,994)</u>	<u>(45,192)</u>
<b>Increase in net cash</b>	218,846	113,758
<b>Net cash - Beginning of year</b>	<u>439,347</u>	<u>325,589</u>
<b>Net cash - End of year</b>	<u>658,193</u>	<u>439,347</u>
<b>Net cash consists of</b>		
Cash	43,080	38,113
Restricted cash	<u>615,113</u>	<u>401,234</u>
	658,193	439,347

# Rural Municipality of Victoria

## Notes to Consolidated Financial Statements

### March 31, 2024

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## 1 Nature of municipality

The Rural Municipality of Victoria (the "Municipality") was incorporated in 1951 as a municipality in the Province of Prince Edward Island and operates under the provisions of the *Municipal Government Act* (2023) of Prince Edward Island. The Municipality is overseen by an elected council consisting of seven members and provides services such as sewer, fire protection, planning, parks and other general government services.

## 2 Summary of significant accounting policies

The consolidated financial statements of Rural Municipality of Victoria are prepared by management in accordance with Canadian Public Sector Accounting Standards (PSAS) of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Municipality are as follows:

### Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues, expenses, changes in net debt and cash flows of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Municipality and are, therefore, accountable to the Municipality Council for the administration of their financial affairs and resources. Consolidated with the municipality are the following:

The Rural Municipality of Victoria

The Victoria Water and Sewage Corporation (as established by the Rural Municipality of Victoria Water & Sewer Corporation Bylaw 2021)

Interdepartmental and organizational transactions and balances are eliminated.

### Basis of accounting

The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they are earned and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods and services and the creation of a legal obligation to pay.

### Cash

Cash includes cash on hand and bank account balances.

### Restricted cash - infrastructure funding

Restricted cash relates to amounts received from the Gas Tax Secretariat and held for specific purposes.

# Rural Municipality of Victoria

## Notes to Consolidated Financial Statements

March 31, 2024

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### Non-financial assets

Non-financial assets are used to provide the Municipality's services in future periods. These assets do not normally provide resources to discharge the liabilities of the Municipality unless they are sold. The Municipality's non-financial assets include tangible capital assets and prepaid expenses.

### Tangible capital assets

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

Asset	Rate
Community:	
Buildings	40 years
Land improvements	20 years
Equipment	20 years
Water Utility:	
Water system	83 1/3 years
Services	50 years
Equipment	20 years
Sewer Utility:	
Sewer system	83 1/3 years
Equipment	20 years

Full amount of the annual amortization is charged in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use.

Capital assets are tested for recoverability whenever events or changes in circumstances indicate that their carrying amount may not be recoverable. An impairment loss is recognized when the carrying amount of the asset is in excess of the sum of the undiscounted cash flows resulting from its use and eventual disposition. The impairment loss is measured as the amount by which the carrying amount of the long-lived asset exceeds its fair value.

### Revenue recognition

Property tax billings are calculated and billed based on assessment rolls provided by the Province of Prince Edward Island at rates set by the Municipality. Taxation revenue is recorded as it is received in monthly installments from the Province of Prince Edward Island. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions, such as reassessments due to audits, appeals and court decisions, could result in a change in the amount of tax revenue recognized.

# Rural Municipality of Victoria

Notes to Consolidated Financial Statements  
March 31, 2024

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Water and sewage commission revenues are recognized when the services are provided, which generally coincides with the time of billing, and collectability is reasonably assured.

Revenues such as rentals and development permits are recognized in the period in which the transactions or events occurred that gave rise to the revenues.

Other revenue is recorded when it is earned and collection is reasonably assured.

## **Government transfers**

Government transfers are recognized as revenue in the consolidated financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the consolidated statement of operations as the stipulation liabilities are settled.

## **Management estimates**

The presentation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenditures during the reported period. Significant items subject to such estimates and assumptions include the valuation of accounts receivable and estimated useful life of tangible capital assets. Actual results could differ from management's best estimates as additional information becomes available in the future.

## **Fair value of financial instruments**

### **(a) Measurement of financial instruments**

Rural Municipality of Victoria's consolidated financial instruments consist of cash, restricted cash - infrastructure funding, accounts receivable, bank indebtedness, accounts payable and accrued liabilities and long-term debt.

The Municipality initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument. This fair value amount is then deemed to be the amortized cost of the financial instrument.

The Municipality subsequently measures all its financial assets and financial liabilities at amortized cost.

# Rural Municipality of Victoria

## Notes to Consolidated Financial Statements

### March 31, 2024

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#### (b) Impairment

For financial assets measured at cost or amortized cost, the Municipality determines whether there are indications of possible impairment. When there is an indication of impairment, and the Municipality determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows, a write-down is recognized in annual surplus (deficit). A previously recognized impairment loss may be reversed to the extent of the improvement. The carrying amount of the financial asset may not be greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in annual surplus (deficit).

#### (c) Risks

Transacting in financial instruments exposes the Municipality to certain financial risks and uncertainties. These risks include:

- i) Credit risk: The Municipality is exposed to credit risk in connection with the collection of its accounts receivable. The Municipality mitigates this risk by performing continuous evaluation of its accounts receivable.
- ii) Liquidity risk: The Municipality's exposure to liquidity risk is dependent on the collection of accounts receivable and government transfers to meet commitments and sustain operations. The Municipality controls liquidity risk by management of working capital and cash flows.
- iii) Interest rate risk: The Municipality is exposed to interest rate risk due to the variable rate interest on their long-term debt and bank indebtedness. Changes in the bank lending rates can cause fluctuations in cash flows and interest expense. The Municipality does not use any derivatives to manage this risk.

## 3 Accounts receivable

	2024	2023
	\$	\$
Accounts receivable - water and sewer	22,127	24,363
Harmonized sales tax	9,674	1,759
Accounts receivable - general capital	346	86
Government contributions receivable	<hr/> 19,559	<hr/> 17,044
	<hr/> 51,706	<hr/> 43,252

## 4 Bank indebtedness

The Municipality has established a bank operating line of credit of up to \$45,000 bearing interest at the bank's prime interest rate plus 1.00% (7.70% as at March 31, 2024). As security, the Municipality has provided a general security agreement. This line of credit was \$45,000 at March 31, 2024 (2023 - \$45,000).

# Rural Municipality of Victoria

## Notes to Consolidated Financial Statements

### March 31, 2024

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The Municipality established credit by way of bridge financing in the amount of \$90,000 which was not drawn upon at year-end.

#### 5 Accounts payable and accrued liabilities

	2024	2023
	\$	\$
Trade payables - general	37,903	3,608
Trade payables - water and sewer	99,645	20,129
	<hr/>	<hr/>
	137,548	23,737

#### 6 Deferred revenue

	2024	2023
	\$	\$
Deferred revenue - Beginning of year	401,233	297,788
Government contributions received	299,650	200,000
Interest income - net	18,687	6,117
Eligible expenditures incurred	<hr/>	<hr/>
	(196,456)	(102,672)
Deferred revenue - End of year	<hr/>	<hr/>
	523,114	401,233

The Municipality has received funds which are restricted for expenditure on eligible projects. The following is the outstanding agreement:

Through the New Deal for Cities and Communities and the Municipal Strategic Component Project, the Municipality will prepare, for approval by the government regulating body, a Capital Investment Plan which details expenditures for approved projects. The funding for this agreement is maintained in a separate bank account.

**Rural Municipality of Victoria**  
 Notes to Consolidated Financial Statements  
**March 31, 2024**

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**7 Long-term debt**

	<b>2024</b>	<b>2023</b>
	\$	\$
Bank of Nova Scotia, interest at prime minus .25% per annum (6.70% at March 31, 2024), payable in monthly installments of \$401 plus interest, maturing 2026. As security, the Municipality has provided a general security agreement and an assignment of insurance	11,748	16,566
Bank of Nova Scotia, fixed interest rate at 2.20%, payable in monthly installments of \$599 plus interest, maturing 2026. As security, the Municipality has provided a general security agreement and an assignment of insurance	16,681	23,869
	<hr/>	<hr/>
	28,429	40,435
	<hr/>	<hr/>

The aggregate amount of principal payments estimated to be required in each of the next three years to meet retirement provisions, assuming the loans are refinanced with similar terms in 2024, is as follows:

	\$
Year ending March 31, 2025	12,005
2026	12,005
2027	4,419

**8 Equity in tangible capital assets**

	<b>2024</b>	<b>2023</b>
	\$	\$
Tangible capital assets (Schedule 2)	6,112,839	5,876,845
Accumulated amortization (Schedule 2)	(1,507,122)	(1,386,361)
Long-term debt (note 7)	<hr/>	<hr/>
	(28,429)	(40,435)
	<hr/>	<hr/>
	4,577,288	4,450,049
	<hr/>	<hr/>

# Rural Municipality of Victoria

## Notes to Consolidated Financial Statements

### March 31, 2024

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## 9 Accumulated surplus

Accumulated surplus consists of unrestricted amounts and equity in tangible capital assets:

	2024	2023
	\$	\$
Operating surplus	5,931	14,709
Equity in tangible capital assets (note 8)	<u>4,577,288</u>	<u>4,450,049</u>
	<u>4,583,219</u>	<u>4,464,758</u>

## 10 Government transfers

Government transfers for operations:

	Budget (unaudited)	2024	2023
	\$	\$	\$
Wage grant	9,000	13,790	8,820
Provincial grant - community revitalization program	-	48,255	-
Other grants	-	5,000	2,000
Provincial grant in lieu of taxes	3,300	3,225	3,173
Gas tax - operating projects	5,650	-	57,480
Municipal capital expenditures grant - operating	550	-	3,975
Provincial grant - municipal administrative support	-	-	15,000
	<u>18,500</u>	<u>70,270</u>	<u>90,448</u>

Government transfers for capital:

	Budget	2024	2023
	\$	\$	\$
Water and Sewage Commission:			
Municipal capital expenditures grant - capital	-	17,858	4,108
Gas tax - capital project	5,500	196,455	45,192
	<u>5,500</u>	<u>214,313</u>	<u>49,300</u>

## 11 Fire protection and emergency measures planning services

The Municipality is responsible for providing fire protection and emergency measures planning services under Section 14 of the Municipal Government Act (2022). During the year, the Municipality provided these services with assistance from “Victoria Volunteer Fire Department Association Inc.” (the “Association”), a registered not-for-profit corporation operated by volunteers.

# Rural Municipality of Victoria

## Notes to Consolidated Financial Statements

### March 31, 2024

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To carry out its operations, the Association raises funds from the public, other organizations and the provincial government and uses these funds to help operate the Victoria Fire Department. All assets that are used by the Department to deliver Fire Services, whether owned by the Municipality or by the Association, are insured through the Municipality's insurance policy.

These consolidated financial statements only include the assets owned and the expenses paid directly by the Municipality. The value of the assets owned and expenses paid directly by the Association are not included in these consolidated financial statements.

## 12 Segmented information

The Municipality is a diversified municipal government that provides a wide range of services to its residents. Distinguishable functional segments have been separately disclosed in the financial statements in the form of segmented information. The nature of segments and the activities they encompass are as follows:

General government includes revenues and expenses that relate to the operations of the Municipality itself and cannot be directly attributed to a specific segment. Victoria Water and Sewage Commission, operating under a separate legal entity, includes the processing and cleaning of sewage and providing water in accordance with provincial standards.

The remaining segments comprise of the Fire Department, Community Hall, Old School, Welcome Centre/Washrooms/General Maintenance, Victoria Park and Other, which includes the operations of the lighthouse, waterfront land and seawall.

# Rural Municipality of Victoria

## Consolidated Schedule of Segment Disclosures

For the year ended March 31, 2024

Schedule 1

	General Government \$	Fire Department \$	Community Hall \$	Old School \$	Welcome Centre, Washrooms \$	Victoria Park \$	Other (Seawall) \$	Total Municipality \$	Victoria Water and Sewar Commission \$	2024 Consolidated \$
<b>Revenues</b>										
Municipal Property Tax	125,626	-	-	-	-	-	-	125,626	-	125,626
Victoria Water and Sewage Commission	-	-	-	-	-	-	-	-	114,747	114,747
Fire dues	-	9,271	-	-	-	-	-	9,271	-	9,271
Government transfers for operations	67,045	717	556	1,705	-	-	247	70,270	-	70,270
Community Hall rentals	-	-	5,185	-	-	-	-	5,185	-	5,185
Old School rentals	-	-	-	4,890	-	-	-	4,890	-	4,890
Development permits	1,500	-	-	-	-	-	-	1,500	-	1,500
Welcome Centre rentals	-	-	-	-	3,640	-	-	3,640	-	3,640
Lighthouse	-	-	-	-	-	-	550	550	-	550
Donations and other	5,108	-	-	-	-	-	100	5,208	-	5,208
	199,279	9,988	5,741	6,595	3,640	-	897	226,140	114,747	340,887
<b>Expenditures</b>										
Salaries and benefits	62,375	-	-	-	-	-	-	62,375	31,020	93,395
Amortization	-	2,298	9,986	17,856	12,290	-	27,524	69,954	50,807	120,761
Interest	4,094	-	-	-	-	-	-	4,094	1,343	5,437
Professional fees	33,829	-	-	-	-	-	-	33,829	4,510	38,339
Repairs and maintenance	108	3,222	5,054	7,229	935	10,884	3,250	30,682	22,614	53,296
Insurance	2,859	4,953	4,203	2,940	119	-	-	15,074	3,776	18,850
Supplies and equipment	2,216	4,670	-	-	2,346	-	-	9,232	2,289	11,521
General	8,715	1,433	-	-	-	-	-	10,148	38,451	48,599
Utilities	1,334	5,528	2,045	6,116	4,912	525	986	21,446	17,942	39,388
Property taxes	-	735	1,398	2,740	513	-	968	6,354	799	7,153
	115,530	22,839	22,686	36,881	21,115	11,409	32,728	263,188	173,551	436,739
<b>Annual surplus (deficit) before other revenue</b>										
	83,749	(12,851)	(16,945)	(30,286)	(17,475)	(11,409)	(31,831)	(37,048)	(58,804)	(95,852)

# Rural Municipality of Victoria

## Consolidated Schedule of Segment Disclosures

For the year ended March 31, 2023

Schedule 1

	General Government \$	Fire Department \$	Community Hall \$	Old School \$	Welcome Centre, Washrooms \$	Victoria Park \$	Other (Seawall) \$	Total Municipality \$	Victoria Water and Sewer Commission \$	2023 Consolidated \$
<b>Revenues</b>										
Municipal Property Tax	113,304	-	-	-	-	-	-	113,304	-	113,304
Victoria Water and Sewage Commission	-	-	-	-	-	-	-	-	110,196	110,196
Fire dues	-	7,944	-	-	-	-	-	7,944	-	7,944
Government transfers for operations	78,471	3,526	4,007	4,113	98	-	233	90,448	-	90,448
Community Hall rentals	-	-	6,500	-	-	-	-	6,500	-	6,500
Old School rentals	-	-	-	4,937	-	-	-	4,937	-	4,937
Development permits	1,300	-	-	-	-	-	-	1,300	-	1,300
Welcome Centre rentals	-	-	-	-	1,300	-	-	1,300	-	1,300
Lighthouse	-	-	-	-	-	-	500	500	-	500
Donations and other	1,837	-	-	-	-	-	-	1,837	-	1,837
	194,912	11,470	10,507	9,050	1,398	-	733	228,070	110,196	338,266
<b>Expenditures</b>										
Salaries and benefits	42,101	-	-	-	-	-	-	42,101	20,834	62,935
Amortization	-	608	9,327	17,856	12,290	-	27,524	67,605	49,647	117,252
Interest	3,330	-	-	-	-	-	-	3,330	1,421	4,751
Professional fees	96,592	-	-	-	-	-	-	96,592	5,421	102,013
Repairs and maintenance	706	1,958	5,105	4,413	1,883	-	3,643	17,708	6,943	24,651
Insurance	3,079	3,116	3,812	2,667	108	-	-	12,782	3,749	16,531
Supplies and equipment	4,557	3,353	-	186	1,779	-	-	9,875	3,252	13,127
General	9,947	1,608	-	-	-	-	-	11,555	33,707	45,262
Utilities	1,281	5,720	3,735	5,619	4,397	525	986	22,263	15,766	38,029
Property taxes	-	1,398	1,918	4,228	497	20	1,127	9,188	927	10,115
	161,593	17,761	23,897	34,969	20,954	545	33,280	292,999	141,667	434,666
<b>Annual surplus (deficit) before other revenue</b>										
	33,319	(6,291)	(13,390)	(25,919)	(19,556)	(545)	(32,547)	(64,929)	(31,471)	(96,400)

# Rural Municipality of Victoria

## Consolidated Schedule of Tangible Capital Assets

For the year ended March 31, 2024

Schedule 2

				Cost 2024					Accumulated amortization 2024	March 31, 2024		
				Beginning	Additions	Disposals and Write-downs	Ending	Beginning	Write-downs	Disposals and Amortization	Ending	Net book value
				\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Community:</b>												
Land	164,814	-	-	164,814	-	-	-	-	-	-	164,814	
Community Hall	373,060	26,380	-	399,440	218,015	-	-	9,986	228,001	171,439		
Old School - building	675,923	-	-	675,923	122,315	-	-	16,898	139,213	536,710		
Old School - equipment	19,165	-	-	19,165	4,725	-	-	958	5,683	13,482		
Fire Hall - building	51,700	15,908	-	67,608	51,700	-	-	1,690	53,390	14,218		
Fire Hall - equipment	12,167	-	-	12,167	2,672	-	-	608	3,280	8,887		
Waterfront Heritage Site	136,157	-	-	136,157	44,375	-	-	3,404	47,779	88,378		
Land improvements	177,724	-	-	177,724	76,756	-	-	8,886	85,642	92,082		
Seawall	550,471	-	-	550,471	110,096	-	-	27,524	137,620	412,851		
<b>Water Utility:</b>												
Land	25,385	-	-	25,385	-	-	-	-	-	-	25,385	
Water system	729,888	118,308	-	848,196	163,375	-	-	9,918	173,293	674,903		
Services	27,165	-	-	27,165	18,224	-	-	543	18,767	8,398		
Equipment	29,875	-	-	29,875	21,698	-	-	1,494	23,192	6,683		
<b>Sewer utility:</b>												
Land	68,000	-	-	68,000	-	-	-	-	-	-	68,000	
Sewer system	2,599,023	49,841	-	2,648,864	464,143	-	-	31,188	495,331	2,153,533		
Equipment	153,280	25,557	-	178,837	88,267	-	-	7,664	95,931	82,906		
Wharf sewage infrastructure upgrade	83,048	-	-	83,048	-	-	-	-	-	-	83,048	
	5,876,845	235,994	-	6,112,839	1,386,361	-	-	120,761	1,507,122	4,605,717		

# Rural Municipality of Victoria

## Consolidated Schedule of Tangible Capital Assets

For the year ended March 31, 2023

Schedule 2

				Cost 2023					Accumulated amortization 2023	March 31, 2023
				Disposals and Write-downs	Disposals and Write-downs	Amortization	Net book value			
Beginning \$	Additions \$	Write-downs \$	Ending \$	Beginning \$	Write-downs \$	\$	\$			
<b>Community:</b>										
Land	164,814	-	-	164,814	-	-	-	-	-	164,814
Community Hall	373,060	-	-	373,060	208,688	-	9,327	218,015	155,045	
Old School - building	675,923	-	-	675,923	105,417	-	16,898	122,315	553,608	
Old School - equipment	19,165	-	-	19,165	3,767	-	958	4,725	14,440	
Fire Hall - building	51,700	-	-	51,700	51,700	-	-	51,700	-	
Fire Hall - equipment	12,167	-	-	12,167	2,064	-	608	2,672	9,495	
Waterfront Heritage Site	136,157	-	-	136,157	40,971	-	3,404	44,375	91,782	
Land improvements	177,724	-	-	177,724	67,870	-	8,886	76,756	100,968	
Seawall	550,471	-	-	550,471	82,572	-	27,524	110,096	440,375	
<b>Water Utility:</b>										
Land	25,385	-	-	25,385	-	-	-	-	-	25,385
Water system	729,888	-	-	729,888	154,617	-	8,758	163,375	566,513	
Services	27,165	-	-	27,165	17,681	-	543	18,224	8,941	
Equipment	29,875	-	-	29,875	20,204	-	1,494	21,698	8,177	
<b>Sewer utility:</b>										
Land	68,000	-	-	68,000	-	-	-	-	-	68,000
Sewer system	2,599,023	-	-	2,599,023	432,955	-	31,188	464,143	2,134,880	
Equipment	153,280	-	-	153,280	80,603	-	7,664	88,267	65,013	
Wharf sewage infrastructure upgrade	37,856	45,192	-	83,048	-	-	-	-	-	83,048
	5,831,653	45,192	-	5,876,845	1,269,109	-	117,252	1,386,361	4,490,484	

(19)