



# Consolidated Financial Statements

Town of Stratford

December 31, 2008

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## Auditors' report

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His Worship the Mayor and

Members of Town Council

We have audited the consolidated statement of financial position of the Town of Stratford as at December 31, 2008 and consolidated statements of financial activities, change in net debt and changes in financial position for the year then ended. These financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Town of Stratford as at December 31, 2008 and the results of its operations and changes in net debt and financial position for the year then ended in accordance with Canadian generally accepted accounting principles.

Charlottetown, Prince Edward Island



April 23, 2009

Chartered Accountants

# Town of Stratford

## Consolidated statement of financial activities

Year ended December 31

2008

2007

|                                        | <u>Page</u> | <u>Budget</u>     | <u>Actual</u>       | <u>Actual</u>       |
|----------------------------------------|-------------|-------------------|---------------------|---------------------|
| Revenue                                |             |                   |                     |                     |
| General Fund                           | 16          | \$ 3,777,500      | \$ 3,902,494        | \$ 3,623,492        |
| Stratford Utility Corporation          | 22          | 1,333,000         | 1,440,289           | 1,378,841           |
| Stratford Business Park                | 23          | <u>145,000</u>    | <u>203,669</u>      | <u>98,500</u>       |
|                                        |             | <u>5,255,500</u>  | <u>5,546,452</u>    | <u>5,100,833</u>    |
| Expenditures                           |             |                   |                     |                     |
| General Fund                           | 16          | 3,767,200         | 3,676,721           | 3,265,989           |
| Stratford Utility Corporation          | 22          | 1,166,300         | 1,157,671           | 1,038,320           |
| Stratford Business Park                | 23          | <u>149,100</u>    | <u>197,756</u>      | <u>107,761</u>      |
|                                        |             | <u>5,082,600</u>  | <u>5,032,148</u>    | <u>4,412,070</u>    |
| Excess of revenue over expenditures    |             | <u>\$ 172,900</u> | 514,304             | 688,763             |
| Accumulated surplus, beginning of year |             |                   | <u>1,939,417</u>    | <u>1,250,654</u>    |
| Accumulated surplus, end of year       |             |                   | <u>\$ 2,453,721</u> | <u>\$ 1,939,417</u> |

See accompanying notes to the consolidated financial statements.

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**Town of Stratford****Consolidated statement of financial position**

December 31

**2008****2007**

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**Financial assets**

Cash and cash equivalents

Unrestricted \$ 67,153 \$ 640,216

Restricted (Note 5) 208,931 60,945

Receivables

Trade 788,553 616,871

Federal and Provincial grants 1,982,345 1,509,014

Leases, loans, and contributions receivable (Note 2)

268,879 340,740

Land held for resale, at cost

249,917 398,910

Long term investments (Note 3)

517,500 517,500

Advances to Stratford Community Seniors' Complex Ltd.,  
non-interest bearing, no set terms of repayment12,281 15,3634,095,559 4,099,559**Liabilities**

Bank indebtedness and short term borrowings (Note 4)

1,634,526 1,386,474

Payables and accruals

Trade 400,250 407,278

Capital assets 507,619 340,757

Holdbacks 352,460 214,838

Deferred revenue (Note 5)

208,931 60,945

Employee benefits payable (Note 6)

45,078 41,406

Long term debt (Note 7)

11,687,615 12,474,71014,836,479 14,926,408**Net debt****(10,740,920)** **(10,826,849)****Non-financial assets**

Inventories of materials and supplies, at cost

5,474 6,266

Prepays

41,407 45,448

Tangible capital assets (Note 8)

26,741,486 25,046,482

Contributions in aid of construction (Note 9)

(13,593,726) (12,331,930)**Accumulated surplus****\$ 2,453,721** **\$ 1,939,417****Municipal position**

Reserve funds (Note 10)

\$ 888,258 \$ 726,910

Operating funds

1,565,463 1,212,507**Accumulated surplus****\$ 2,453,721** **\$ 1,939,417**

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Commitments (Note 13)

On behalf of the Council

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Mayor

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Chief Administrative Officer

See accompanying notes to the consolidated financial statements.

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**Town of Stratford****Consolidated statement of change in net debt**

Year ended December 31

**2008****2007**

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**Decrease (increase) in net debt**

|                                        |                        |                        |
|----------------------------------------|------------------------|------------------------|
| Net revenue                            | \$ 514,304             | \$ 688,763             |
| Acquisition of tangible capital assets | (2,537,647)            | (2,483,716)            |
| Contributions in aid of construction   | 1,523,671              | 1,968,081              |
| Depreciation and amortization          | <u>580,768</u>         | <u>540,837</u>         |
|                                        | <u>81,096</u>          | <u>713,965</u>         |
| Acquisition of supplies inventories    | (5,474)                | (6,266)                |
| Acquisition of prepaid expenses        | (41,407)               | (45,448)               |
| Consumption of supplies inventories    | 6,266                  | 5,182                  |
| Use of prepaid expenses                | <u>45,448</u>          | <u>38,608</u>          |
|                                        | <u>4,833</u>           | <u>(7,924)</u>         |
| Change in net debt                     | 85,929                 | 706,041                |
| Net debt, beginning of year            | <u>(10,826,849)</u>    | <u>(11,532,890)</u>    |
| Net debt, end of year                  | <u>\$ (10,740,920)</u> | <u>\$ (10,826,849)</u> |

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See accompanying notes to the consolidated financial statements.

# **Town of Stratford**

## **Consolidated statement of changes in financial position**

| <u>Year ended December 31</u>                                | <u>2008</u>               | <u>2007</u>              |
|--------------------------------------------------------------|---------------------------|--------------------------|
| <b>Increase (decrease) in cash and cash equivalents</b>      |                           |                          |
| <b>Operating activities</b>                                  |                           |                          |
| Net revenue                                                  | \$ 514,304                | \$ 688,763               |
| Depreciation and amortization                                | <u>580,768</u>            | <u>540,837</u>           |
|                                                              | <b>1,095,072</b>          | <b>1,229,600</b>         |
| Change in non-cash working capital                           |                           |                          |
| Receivables                                                  | (645,013)                 | (21,924)                 |
| Leases, loans and contributions receivable                   | 71,861                    | 138,781                  |
| Prepays                                                      | 4,041                     | (6,840)                  |
| Inventories of materials and supplies                        | 792                       | (1,083)                  |
| Land held for resale                                         | 148,993                   | 58,125                   |
| Payables, accruals, and deferred revenue                     | <u>449,114</u>            | <u>(81,231)</u>          |
|                                                              | <u><b>1,124,860</b></u>   | <u><b>1,315,428</b></u>  |
| <b>Financing activities</b>                                  |                           |                          |
| Payment of long term debt                                    |                           |                          |
| Town                                                         | (422,207)                 | (262,276)                |
| Utility                                                      | (323,525)                 | (292,952)                |
| Business Park                                                | (41,363)                  | (191,819)                |
| Proceeds from issuance of long term debt                     |                           |                          |
| Utility                                                      | -                         | 1,734,954                |
| Increase (decrease) in bank indebtedness                     | 248,052                   | (1,303,303)              |
| Advances from (to) Stratford Community Seniors' Complex Ltd. | <u>3,082</u>              | <u>(6,100)</u>           |
|                                                              | <u><b>(535,961)</b></u>   | <u><b>(321,496)</b></u>  |
| <b>Investing activities</b>                                  |                           |                          |
| Purchase of tangible capital assets                          | (2,537,647)               | (2,483,716)              |
| Contributions in aid of construction                         | <u>1,523,671</u>          | <u>1,968,081</u>         |
|                                                              | <u><b>(1,013,976)</b></u> | <u><b>(515,635)</b></u>  |
| Net (decrease) increase in cash and cash equivalents         | <b>(425,077)</b>          | <b>478,297</b>           |
| Cash and cash equivalents,                                   |                           |                          |
| Beginning of year                                            | <u>701,161</u>            | <u>222,864</u>           |
| End of year                                                  | <u><b>\$ 276,084</b></u>  | <u><b>\$ 701,161</b></u> |

See accompanying notes to the consolidated financial statements.

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# **Town of Stratford**

## **Notes to the consolidated financial statements**

December 31, 2008

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### **1. Summary of significant accounting policies**

The consolidated financial statements of the Town of Stratford (the Town) are prepared by management 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 Accountants. Significant aspects of the accounting policies adopted by the Town are as follows:

#### **Reporting entity**

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures, and changes in net debt and in financial position of the reporting entity. The reporting entity is comprised of all organizations and committees that are accountable to the Town for administration of their financial affairs and resources, and which are owned or controlled by the Town. This includes the Stratford Utility Corporation and Stratford Business Park Corporation Inc. Interdepartmental and organizational transactions and balances are eliminated.

The financial activities of certain entities associated with the Town of Stratford are considered to be separate government business enterprises and are not consolidated. The Town's transactions with these entities are recorded in the consolidated statement of financial activities. These entities include:

Stratford Community Seniors' Complex Ltd.

#### **Basis of accounting**

The basis of accounting followed in the financial statement presentation includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenditures in the period the goods and services are acquired and a liability is incurred.

#### **Fund accounting**

Funds within the consolidated financial statements consist of the operating and reserve funds for the general operations, the water and sewer utility, and the business park. Transfers between funds are recorded as adjustments to the appropriate fund balance.

#### **Revenue recognition**

The accrual basis of accounting is used for all funds. The accrual basis of accounting recognizes revenues as they are earned and measurable; expenditures are recognized as they are incurred and measurable as a result of legal obligation to pay.

The Town follows the deferral method for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

#### **Inventories of materials and supplies**

Inventories are valued at the lower of cost and net realizable value.

#### **Land held for resale**

Inventories of land are valued at original cost plus any development costs incurred to date.

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# Town of Stratford

## Notes to the consolidated financial statements

December 31, 2008

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### 1. Summary of significant accounting policies (cont'd)

#### **Tangible capital assets - General**

Equipment, furniture, software, buildings, and improvements with a cost in excess of \$500 and an estimated useful life of two years or more are capitalized at cost net of government assistance and contributions. The Town records depreciation on the assets at various rates based on estimated useful lives.

#### **Tangible capital assets – Utility**

Capital assets relating to sewer and water systems are valued at cost, net of residents' capital contributions.

All costs associated with placing an asset in service, including freight, installation costs, site preparation costs, alterations, and professional fees are included in the capitalized value.

Interest expense on capital debt incurred during the construction or renovation of an asset are included in the capitalized value.

#### **a) Depreciation - general**

Rates and bases of depreciation applied to write-off the cost of property and equipment over their estimated lives are as follows:

|                                |                       |
|--------------------------------|-----------------------|
| Multi purpose facility         | 25 year straight line |
| Buildings                      | 10 year straight line |
| Other assets                   | 10 year straight line |
| Sidewalks, parks, and paving   | 10 year straight line |
| Vehicles                       | 5 year straight line  |
| Equipment                      | 5 year straight line  |
| Computer hardware and software | 3 year straight line  |

#### **b) Depreciation – sewer and water utility**

Rates and bases of depreciation applied to write-off the cost of capital assets over their estimated lives are as follows:

|                   |                        |
|-------------------|------------------------|
| Sewer systems     | 2%, declining balance  |
| Water systems     | 2%, declining balance  |
| Computer software | 10%, declining balance |
| Equipment         | 10%, declining balance |
| Vehicles          | 30%, declining balance |

#### **c) Contributions in aid of construction**

Infrastructure and other program grants and rebates related to capital asset purchases are recorded as contributions in aid of construction on the statement of financial position and are amortized to income using the same method and annual rates as the related assets are depreciated.

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## **Town of Stratford**

### **Notes to the consolidated financial statements**

December 31, 2008

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#### **1. Summary of significant accounting policies (cont'd)**

##### **Management estimates**

The presentation of financial statements in conformity with Canadian generally accepted accounting principles 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 financial statements and the reported amounts of revenues and expenditures during the reported period. Actual results could differ from those reported.

##### **Reserves**

The reserve funds are credited by specific charges as a direct transfer from surplus.

##### **Cash and cash equivalents**

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

##### **New accounting standards**

###### **PS 1200 – Financial statement presentation**

Effective January 1, 2008, the Town adopted PS 1200 Financial Statement Presentation. This section establishes standards for recognition, presentation and disclosure in government financial statements. Governments are required to present a statement of financial position, statement of financial activities, statement of changes in net debt and a statement of changes in financial position. In addition, current year budget and actual figures are to be presented on both the statement of financial activities and the statement of changes in net assets.

##### **Future accounting standards**

###### **PS 3150 – Tangible capital assets**

This section establishes the standard for accounting and reporting on tangible capital assets in government financial statements. The financial statements are to present information on the complete stock of government tangible capital assets and related amortization to demonstrate stewardship and the cost of using those assets to deliver programs and provide services.

This section will apply for the fiscal year beginning January 1, 2009. During the period of transition, local governments and government organizations should follow Public Sector Guideline PSG-7, Tangible Capital Assets of Local Governments.

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## Town of Stratford

### Notes to the consolidated financial statements

December 31, 2008

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| <b>2. Leases, loans, and contributions receivable</b>                                                                      | <b><u>2008</u></b>       | <b><u>2007</u></b>       |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| CHANCES Inc., 5.48% capital lease, repayable in equal monthly instalments of \$1,020 consisting of principal and interest. | \$ 92,296                | \$ 99,269                |
| Stratford Soccer Association, non-interest bearing, repayable in annual principal instalments of \$10,000.                 | 20,000                   | 30,000                   |
| Capital contributions receivable                                                                                           | <u>156,583</u>           | <u>211,471</u>           |
|                                                                                                                            | <b><u>\$ 268,879</u></b> | <b><u>\$ 340,740</u></b> |

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| <b>3. Long term investments, at cost</b>                               | <b><u>2008</u></b>       | <b><u>2007</u></b>       |
|------------------------------------------------------------------------|--------------------------|--------------------------|
| Capital Area Recreation Inc.                                           | \$ 385,000               | \$ 385,000               |
| Charlottetown Area Development Corporation (CADC),<br>50 common shares | <u>132,500</u>           | <u>132,500</u>           |
|                                                                        | <b><u>\$ 517,500</u></b> | <b><u>\$ 517,500</u></b> |

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#### **4. Bank indebtedness and short term borrowings**

The Town has total authorized operating lines of credit of \$750,000, of which \$536,230 was unused at December 31, 2008, \$2,000,000, of which \$1,449,023 was unused at December 31, 2008, and \$250,000, of which \$50,603 was unused at December 31, 2008. Bank indebtedness consists of:

|                                                  | <b><u>2008</u></b>           | <b><u>2007</u></b>           |
|--------------------------------------------------|------------------------------|------------------------------|
| Bank indebtedness                                | \$ (964,144)                 | \$ (885,736)                 |
| Outstanding cheques                              | (530,085)                    | (2,564)                      |
| Outstanding deposits                             | 6,080                        | 1,826                        |
| Outstanding transfer to New Deal Gas Tax account | (146,377)                    | -                            |
| Metro Credit Union Limited loan                  | <u>-</u>                     | <u>(500,000)</u>             |
|                                                  | <b><u>\$ (1,634,526)</u></b> | <b><u>\$ (1,386,474)</u></b> |

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## Town of Stratford

### Notes to the consolidated financial statements

December 31, 2008

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#### 5. Deferred revenue

During the year the Town was allocated \$329,988 (2007 - \$237,096) under the New Deal Gas Tax Funding for Incorporated Communities agreement. Total proceeds of \$332,187 received by the Town as at December 31, 2008 is comprised of \$329,988 plus interest of \$2,199. The Town must use their allocation of the New Deal Gas Tax funds for eligible infrastructure and capacity building projects as outlined in the agreement dated November 22, 2005.

|                             | <u>2008</u>       | <u>2007</u>      |
|-----------------------------|-------------------|------------------|
| Deferred, beginning of year | \$ 60,945         | \$ 88,911        |
| Received                    | 332,187           | 237,229          |
| Spent                       | <u>(184,201)</u>  | <u>(265,195)</u> |
| Deferred, end of year       | <u>\$ 208,931</u> | <u>\$ 60,945</u> |

Under the Agreement on the Transfer of Federal Gas Tax Revenues through the New Deal for Cities and Communities, the Town has received revenues which are restricted for expenditure on eligible projects. During the year, \$184,201 (2007 - \$265,195) was spent on eligible projects. The Town has prepared, and the governmental regulating body has accepted, a Capital Investment Plan which details determined expenditures.

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#### 6. Employee benefits

The liability of \$45,078 (2007 - \$41,406) has been accrued for future employee benefits for sick leave and vacation pay.

The Town matches employee's contributions to a Registered Retirement Savings Plan (RRSP) up to a maximum of 6% of their annual salary. During the year there was \$103,271 (2007 - \$74,380) contributed to RRSP plans. This represented both the Town's and the employees' portion of the contribution and was included in expenses for the year.

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## Town of Stratford

### Notes to the consolidated financial statements

December 31, 2008

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|                          |                    |                    |
|--------------------------|--------------------|--------------------|
| <b>7. Long term debt</b> | <b><u>2008</u></b> | <b><u>2007</u></b> |
|--------------------------|--------------------|--------------------|

#### Town of Stratford

|                                                                                                                                                          |           |           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|
| 5.25% Bank of Montreal loan payable in equal monthly instalments of \$1,002 including interest, maturing in September 2011, amortized to September 2011. | \$ 30,644 | \$ 40,769 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|

|                                                                                                                                                        |         |         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 4.67% Bank of Montreal loan payable in equal monthly instalments of \$2,685 including interest, maturing in December 2017, amortized to December 2022. | 313,125 | 330,293 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|

|                                                                                                                                                |           |           |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|
| 4.16% Royal Bank loan payable in equal monthly instalments of \$12,484 including interest, maturing in March 2013, amortized to December 2022. | 1,606,662 | 1,682,452 |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|

|                                                                                                                                             |           |           |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|
| 4.54% Royal Bank loan payable in equal monthly instalments of \$24,903 including interest, maturing in May 2013, amortized to January 2024. | 3,175,465 | 3,201,083 |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|

|                                                                                                                                                        |         |         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 4.23% Bank of Montreal loan payable in equal monthly instalments of \$7,662 including interest, maturing in February 2009, amortized to February 2014. | 423,112 | 495,936 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|

|                        |   |         |
|------------------------|---|---------|
| Repaid during the year | - | 220,682 |
|------------------------|---|---------|

|  |                  |                  |
|--|------------------|------------------|
|  | <u>5,549,008</u> | <u>5,971,215</u> |
|--|------------------|------------------|

#### Stratford Utility Corporation

|                                                                                                                                          |         |         |
|------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 5.32% Bank of Montreal loan payable in equal monthly instalments of \$5,225 including interest, maturing in and amortized to April 2016. | 380,117 | 421,402 |
|------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|

|                                                                                                                                                            |         |         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 4.73% Bank of Montreal loan payable in equal monthly instalments of \$2,582 including interest, maturing in November 2016, and amortized to November 2021. | 203,692 | 224,510 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|

|                                                                                                                                                      |         |         |
|------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 4.63% Pacific and Western loan payable in equal monthly instalments of \$5,617 including interest, maturing in October 2018, amortized to June 2023. | 718,359 | 742,267 |
|------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|

|                                                                                                                         |        |        |
|-------------------------------------------------------------------------------------------------------------------------|--------|--------|
| 7.41% National Bank loan payable in equal monthly instalments of \$2,870 including interest, maturing in December 2009. | 33,277 | 63,980 |
|-------------------------------------------------------------------------------------------------------------------------|--------|--------|

|                                                                                                                                                          |         |         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 4.90% Metro Credit Union Limited loan payable in equal monthly instalments of \$4,033 including interest, maturing in July 2011, amortized to July 2020. | 425,786 | 452,541 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|

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## Town of Stratford

### Notes to the consolidated financial statements

December 31, 2008

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| <b>7. Long term debt (cont'd)</b>                                                                                                                         | <b><u>2008</u></b>      | <b><u>2007</u></b>      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------|
| 4.67% Bank of Montreal loan payable in equal monthly instalments of \$3,249 including interest, maturing in November 2015, amortized to November 2020.    | <b>355,281</b>          | 377,122                 |
| 4.73% Bank of Montreal loan payable in equal monthly instalments of \$2,847 including interest, maturing in November 2016 and amortized to November 2021. | <b>224,584</b>          | 247,536                 |
| 4.51% Royal Bank loan payable in equal monthly instalments of \$2,896 including interest, maturing in February 2013, amortized to December 2022.          | <b>363,351</b>          | 377,004                 |
| 4.88% Bank of Montreal loan payable in equal monthly instalments of \$1,073 including interest, maturing in March 2017, amortized to March 2022.          | <b>125,189</b>          | 131,787                 |
| 4.97% Bank of Montreal loan payable in equal monthly instalments of \$3,423 including interest, maturing in November 2014, amortized to October 2024.     | <b>449,546</b>          | 467,804                 |
| 4.63% Bank of Montreal loan payable in equal monthly instalments of \$3,205 including interest, maturing in January 2019, amortized to December 2023.     | <b>415,256</b>          | 434,144                 |
| 4.72% Bank of Montreal loan payable in equal monthly instalments of \$4,762 including interest, maturing in December 2015, amortized to December 2025.    | <b>666,097</b>          | 691,161                 |
| 4.72% Pacific & Western loan payable in equal monthly instalments of \$4,519 including interest, maturing in March 2017, amortized to March 2027.         | <b>661,304</b>          | 683,117                 |
| 5.05% Royal Bank loan payable in equal monthly instalments of \$6,830 including interest, maturing in December 2012, amortized to December 2028.          | <b>1,003,479</b>        | 1,033,908               |
| Repaid during the year                                                                                                                                    | <b><u>-</u></b>         | <b><u>560</u></b>       |
|                                                                                                                                                           | <b><u>6,025,318</u></b> | <b><u>6,348,843</u></b> |

#### **Stratford Business Park Corporation Inc.**

|                                                                                                           |                             |                             |
|-----------------------------------------------------------------------------------------------------------|-----------------------------|-----------------------------|
| 5.00% mortgage payable in equal monthly instalments of \$4,011 including interest, maturing in June 2011. | <b><u>113,289</u></b>       | <b><u>154,652</u></b>       |
|                                                                                                           | <b><u>\$ 11,687,615</u></b> | <b><u>\$ 12,474,710</u></b> |

As security for the loans, the Town has provided a first charge on specific equipment and a first mortgage on specific property.

# Town of Stratford

## Notes to the consolidated financial statements

December 31, 2008

### 7. Long term debt (cont'd)

Based on current repayment amounts, principal repayments in each of the next five years are due as follows:

|      | <u>General</u>      | <u>Utility</u>      | <u>Business<br/>Park</u> | <u>Total</u>        |
|------|---------------------|---------------------|--------------------------|---------------------|
| 2009 | \$ 346,660          | \$ 355,212          | \$ 43,508                | \$ 745,380          |
| 2010 | 362,256             | 338,258             | 45,710                   | 746,224             |
| 2011 | 375,421             | 354,776             | 24,071                   | 754,268             |
| 2012 | 383,099             | 372,321             | -                        | 755,420             |
| 2013 | <u>400,231</u>      | <u>390,736</u>      | <u>-</u>                 | <u>790,967</u>      |
|      | <u>\$ 1,867,667</u> | <u>\$ 1,811,303</u> | <u>\$ 113,289</u>        | <u>\$ 3,792,259</u> |

### 8. Tangible capital assets

Effective January 1, 2007, the Town adopted Accounting Guideline 7 (PSG-7) of the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants with respect to the disclosure of tangible capital assets of local governments. PSG-7 provides transitional guidance on presenting information related to tangible capital assets until Section 3150 – Tangible Capital Assets of the Public Sector Accounting Handbook comes into effect on January 1, 2009.

During 2008, the Town continued to work towards compliance with the new recommendations for accounting for tangible assets.

|                                | <u>Cost</u>          | <u>Grants and<br/>contributions</u> | <u>Accumulated<br/>depreciation</u> | <u>2008<br/>Net<br/>book value</u> | <u>2007<br/>Net<br/>book value</u> |
|--------------------------------|----------------------|-------------------------------------|-------------------------------------|------------------------------------|------------------------------------|
| Land                           | \$ 986,824           | \$ -                                | \$ -                                | \$ 986,824                         | \$ 987,922                         |
| Buildings                      | 664,427              | (50,379)                            | (323,359)                           | 290,689                            | 317,862                            |
| Multipurpose<br>facility       | 6,017,638            | (743,300)                           | (1,159,424)                         | 4,114,914                          | 4,324,339                          |
| Sidewalks, parks<br>and paving | 1,936,581            | (726,641)                           | (995,945)                           | 213,995                            | 273,614                            |
| Equipment                      | 648,418              | -                                   | (567,820)                           | 80,598                             | 81,032                             |
| Computer<br>equipment          | 219,259              | -                                   | (172,334)                           | 46,925                             | 56,143                             |
| Vehicles                       | 655,541              | (462,311)                           | (132,111)                           | 61,119                             | 18,878                             |
| Other                          | 1,064,512            | (334,499)                           | (675,320)                           | 54,693                             | 66,159                             |
| Sewer systems                  | 16,053,944           | -                                   | (2,527,318)                         | 13,526,626                         | 12,653,044                         |
| Water systems                  | <u>8,002,888</u>     | <u>-</u>                            | <u>(637,785)</u>                    | <u>7,365,103</u>                   | <u>6,267,489</u>                   |
|                                | <u>\$ 36,250,032</u> | <u>\$(2,317,130)</u>                | <u>\$ (7,191,416)</u>               | <u>\$ 26,741,486</u>               | <u>\$ 25,046,482</u>               |

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## Town of Stratford

### Notes to the consolidated financial statements

December 31, 2008

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| 9. Contributions in aid of construction |                      |                                     | <u>2008</u>               | <u>2007</u>               |
|-----------------------------------------|----------------------|-------------------------------------|---------------------------|---------------------------|
|                                         | <u>Cost</u>          | <u>Accumulated<br/>amortization</u> | <u>Net<br/>book value</u> | <u>Net<br/>book value</u> |
| Federal grants                          | \$ 7,559,569         | \$ 564,462                          | \$ 6,995,107              | \$ 6,360,335              |
| Provincial grants                       | <u>7,190,029</u>     | <u>591,410</u>                      | <u>6,598,619</u>          | <u>5,971,595</u>          |
|                                         | <u>\$ 14,749,598</u> | <u>\$ 1,155,872</u>                 | <u>\$ 13,593,726</u>      | <u>\$ 12,331,930</u>      |

| <b>10. Reserve funds</b>          |  | <b><u>2008</u></b> | <b><u>2007</u></b> |
|-----------------------------------|--|--------------------|--------------------|
| Balance, beginning of year        |  | \$ 726,910         | \$ 304,908         |
| Allocations to reserves (net)     |  | <u>161,348</u>     | <u>422,002</u>     |
| Balance, end of year              |  | <u>\$ 888,258</u>  | <u>\$ 726,910</u>  |
| Comprising of:                    |  |                    |                    |
| Town                              |  |                    |                    |
| Soccer complex                    |  | \$ 150,000         | \$ 150,000         |
| Dedication fees                   |  | 31,608             | 31,608             |
| Election                          |  | 17,000             | 8,500              |
| Utility capital contribution      |  | 184,569            | 50,078             |
| Town capital project              |  | 135,803            | 199,003            |
| Utility                           |  |                    |                    |
| Water supply capital contribution |  | <u>369,278</u>     | <u>287,721</u>     |
|                                   |  | <u>\$ 888,258</u>  | <u>\$ 726,910</u>  |

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#### 11. Robert L. Cotton Memorial Park

During 1998, the Town received from the Province of Prince Edward Island, for a nominal fee of \$1, the land and buildings currently known as the Robert L. Cotton Memorial Park. The purchase agreement with the Province stipulates that no income can be generated from this property and the property cannot be sold in part or as a whole. The property must be returned to the Province for the same nominal fee of \$1 should the Town no longer desire to own the property.

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## **Town of Stratford**

### **Notes to the consolidated financial statements**

December 31, 2008

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#### **12. External restrictions**

The Town has agreements with external parties that stipulate the purpose for which certain funds can be used. The subdivision dedication fees received totalling \$31,608 (2007 - \$31,608) are to be used only for parkland development and are shown in reserves.

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#### **13. Commitments**

As part of an agreement dated November 28, 2002 the Town agreed to provide fixed capital funding to Capital Area Recreation Inc. (CARI) for the construction of an aquatic facility. As part of the agreement CARI shall submit an annual business plan and budget for approval by the Town relating to the Town's recreation programs to include scheduling, rates and subsidies. As part of the agreement the Town can appoint a member to the Board of Directors of CARI.

The Town has made a commitment to CARI to fund 8% of the aquatic facility's operational shortfall to a maximum of \$3,000 per year as well as contributing 8% to the capital replacement sinking fund to a maximum of \$6,582 per year, adjusted for inflation.

The Town has also committed to assist the PEI Soccer Association in the construction of an indoor soccer facility by providing them with four acres of serviced land in the Stratford Business Park and a rebate of the municipal portion of the property tax on the facility for the first five years. The Town has committed \$150,000 to aid in construction and has transferred this amount to a reserve to fund this commitment.

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#### **14. Budget**

The budget figures have not been audited and have been included on the financial statements for comparative purposes only.

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#### **15. Comparative figures**

Certain of the figures on the 2007 financial statements have been reclassified to conform to the 2008 financial statement presentation.

# Town of Stratford

## General account

### Schedule of financial activities

| Year ended December 31                           | Budget           | 2008                     | 2007             |
|--------------------------------------------------|------------------|--------------------------|------------------|
| <b>Revenue</b>                                   |                  |                          |                  |
| Real property tax – Town levy, net               | \$3,082,700      | <b>\$2,230,471</b>       | \$2,938,881      |
| Municipal support grant                          | -                | <b>901,516</b>           | -                |
| Rental                                           | 243,600          | <b>245,545</b>           | 245,215          |
| Utility Corporation wage allocation              | 304,500          | <b>295,500</b>           | 258,400          |
| Police fines                                     | 60,000           | <b>57,402</b>            | 46,858           |
| Development permits                              | 48,500           | <b>51,088</b>            | 60,156           |
| Miscellaneous                                    | -                | <b>9,492</b>             | 12,578           |
| Interest                                         | 6,300            | <b>14,898</b>            | 13,858           |
| Equalization grant                               | 17,400           | <b>13,084</b>            | 17,423           |
| Recreation programs                              | 14,500           | <b>10,540</b>            | 9,343            |
| Fire rated water                                 | -                | <b>54,017</b>            | 223              |
| Seniors Complex wage allocation                  | -                | <b>9,000</b>             | 9,000            |
| Events                                           | -                | <b>2,500</b>             | 2,500            |
| Field maintenance levy                           | -                | <b>4,461</b>             | 4,832            |
| Animal control                                   | -                | <b>2,980</b>             | 4,225            |
|                                                  | <u>3,777,500</u> | <u><b>3,902,494</b></u>  | <u>3,623,492</u> |
| <b>Expenditures</b>                              |                  |                          |                  |
| Depreciation                                     | 435,000          | <b>425,283</b>           | 403,954          |
| Finance and administration (page 17)             | 769,500          | <b>681,612</b>           | 705,749          |
| General government (page 18)                     | 1,235,500        | <b>1,218,230</b>         | 982,995          |
| Planning (page 19)                               | 235,100          | <b>211,247</b>           | 205,555          |
| Public works (page 20)                           | 663,600          | <b>660,322</b>           | 577,230          |
| Recreation (page 21)                             | 428,500          | <b>480,027</b>           | 390,506          |
|                                                  | <u>3,767,200</u> | <u><b>3,676,721</b></u>  | <u>3,265,989</u> |
| Excess revenue over expenditures                 | <u>\$ 10,300</u> | <b>225,773</b>           | 357,503          |
| <b>Transfers</b>                                 |                  |                          |                  |
| Transfer to election reserve                     |                  | <b>(8,500)</b>           | (8,500)          |
| Transfer to indoor soccer complex reserve        |                  | -                        | (150,000)        |
| Transfer to utility capital contribution reserve |                  | <b>(150,000)</b>         | -                |
| Transfer from (to) town capital project reserve  |                  | <u><b>63,200</b></u>     | <u>(199,003)</u> |
| Change in general account fund balance           |                  | <u><b>\$ 130,473</b></u> | <u>\$ -</u>      |

# **Town of Stratford**

## **General account**

### **Schedule of expenditures**

| <u>Year ended December 31</u>     | <u>Budget</u>     | <u>2008</u>       | <u>2007</u>       |
|-----------------------------------|-------------------|-------------------|-------------------|
| <b>Finance and administration</b> |                   |                   |                   |
| Advertising                       | \$ 11,000         | \$ 8,933          | \$ 10,662         |
| Bank charges and interest         | 18,000            | 17,847            | 15,797            |
| Community group support           | 2,000             | 1,499             | 81                |
| Computer support services         | 39,000            | 41,691            | 17,761            |
| Fees and journals                 | 3,700             | 3,214             | 3,059             |
| Insurance                         | 57,000            | 53,210            | 51,643            |
| Interest on long term debt        | 320,000           | 237,453           | 313,628           |
| Leased equipment                  | 7,700             | 7,524             | 7,332             |
| Office supplies                   | 27,000            | 29,786            | 26,933            |
| Postage and courier               | 4,500             | 4,079             | 3,168             |
| Professional fees                 | 12,000            | 13,130            | 8,295             |
| Property taxes                    | 25,000            | 28,751            | 25,011            |
| Property tax rebates              | 13,000            | 13,546            | 12,359            |
| Salaries and benefits             | 183,700           | 177,663           | 171,089           |
| Staff development and travel      | 7,700             | 6,909             | 5,480             |
| Telephone and fax                 | 27,200            | 26,956            | 25,919            |
| Workers compensation              | <u>11,000</u>     | <u>9,421</u>      | <u>7,532</u>      |
|                                   | <u>\$ 769,500</u> | <u>\$ 681,612</u> | <u>\$ 705,749</u> |

# Town of Stratford

## General account

### Schedule of expenditures

| Year ended December 31                                | Budget             | 2008                | 2007              |
|-------------------------------------------------------|--------------------|---------------------|-------------------|
| <b>General government</b>                             |                    |                     |                   |
| Animal control                                        | \$ 24,000          | \$ 23,769           | \$ 23,364         |
| Committee expenses                                    | 19,500             | 19,641              | 18,512            |
| Contingency fund                                      | 10,000             | -                   | -                 |
| Donations and gifts                                   | 10,000             | 7,375               | 11,170            |
| Dues - Federations of PEI and Canadian Municipalities | 8,600              | 10,544              | 10,157            |
| Sustainable economic development                      | 95,000             | 85,985              | 23,199            |
| Fire protection                                       | 159,700            | 159,700             | 151,850           |
| Mayor and council expenses                            |                    |                     |                   |
| Council honorariums                                   | 57,200             | 56,415              | 48,670            |
| Discretionary fund                                    | 4,000              | 3,254               | 3,187             |
| Council development and travel                        | 37,000             | 39,444              | 37,079            |
| RCMP contract                                         | 469,800            | 443,808             | 352,522           |
| RCMP office lease                                     | 8,800              | 8,800               | 8,800             |
| Professional fees                                     |                    |                     |                   |
| Consulting                                            | 25,000             | 25,838              | 33,045            |
| Legal                                                 | 15,000             | 11,194              | 13,641            |
| Promotional expenditures                              | 17,000             | 34,168              | 19,826            |
| Salaries and benefits                                 | 131,900            | 148,226             | 111,684           |
| Staff development and travel                          | 8,500              | 10,404              | 4,928             |
| Staff EAP and incentives                              | 9,500              | 6,687               | 5,452             |
| Street lighting                                       | <u>125,000</u>     | <u>122,978</u>      | <u>105,909</u>    |
|                                                       | 1,235,500          | 1,218,230           | 982,995           |
| Transfers                                             |                    |                     |                   |
| Election reserve                                      | <u>8,500</u>       | <u>8,500</u>        | <u>8,500</u>      |
|                                                       | <u>\$1,244,000</u> | <u>\$ 1,226,730</u> | <u>\$ 991,495</u> |

**Town of Stratford**  
**General account**  
**Schedule of expenditures**

| Year ended December 31       | Budget            | 2008              | 2007              |
|------------------------------|-------------------|-------------------|-------------------|
| <b>Planning</b>              |                   |                   |                   |
| Administrative expenses      | \$ 4,000          | \$ 2,657          | \$ 1,642          |
| Heritage                     | 1,000             | 939               | 490               |
| Newsletter                   | 13,000            | 12,167            | 12,784            |
| Professional fees            | 32,500            | 24,149            | 5,967             |
| Salaries and benefits        | 174,300           | 160,504           | 175,516           |
| Staff development and travel | <u>10,300</u>     | <u>10,831</u>     | <u>9,156</u>      |
|                              | <u>\$ 235,100</u> | <u>\$ 211,247</u> | <u>\$ 205,555</u> |

**Town of Stratford**  
**General account**  
**Schedule of expenditures**

| Year ended December 31          | Budget            | 2008              | 2007              |
|---------------------------------|-------------------|-------------------|-------------------|
| <b>Public works</b>             |                   |                   |                   |
| Beautification plan             | \$ 15,000         | \$ 10,147         | \$ 7,171          |
| Buildings maintenance           | 119,000           | 125,145           | 108,741           |
| Electricity                     | 68,200            | 77,130            | 56,778            |
| Fuel                            | 13,200            | 16,827            | 14,174            |
| Grass cutting                   | 21,800            | 21,502            | 22,091            |
| Professional fees               | 4,000             | -                 | -                 |
| Salaries and benefits           | 350,300           | 332,185           | 304,180           |
| Sewer charges                   | 9,100             | 11,525            | 8,385             |
| Sidewalk maintenance            | 3,000             | 443               | 2,005             |
| Signage                         | 2,200             | 1,162             | 2,138             |
| Small tools                     | 3,000             | 1,823             | 2,629             |
| Snow removal                    | 28,200            | 33,828            | 25,940            |
| Staff development and travel    | 4,000             | 3,682             | 3,662             |
| Vehicle and equipment operating | <u>22,600</u>     | <u>24,923</u>     | <u>19,336</u>     |
|                                 | <u>\$ 663,600</u> | <u>\$ 660,322</u> | <u>\$ 577,230</u> |

# **Town of Stratford**

## **General account**

### **Schedule of expenditures**

| <u>Year ended December 31</u> | <u>Budget</u>     | <u>2008</u>       | <u>2007</u>       |
|-------------------------------|-------------------|-------------------|-------------------|
| <b>Recreation</b>             |                   |                   |                   |
| Arts and culture              | \$ 5,000          | \$ 2,054          | \$ 90             |
| Events                        | 20,000            | 19,118            | 15,962            |
| Grants and agreements         |                   |                   |                   |
| CARI operating                | 15,000            | 15,000            | 15,000            |
| Glen Stewart playground       | 14,000            | 14,000            | 20,000            |
| Pownal rink                   | 32,000            | 32,000            | 30,000            |
| School levy                   | 700               | 700               | 700               |
| PEI Soccer Association        | -                 | 63,200            | -                 |
| Maintenance                   |                   |                   |                   |
| Playground                    | 12,000            | 13,108            | 11,542            |
| Sports fields                 | 19,000            | 13,370            | 15,076            |
| Trails                        | 5,000             | 5,303             | 7,981             |
| Professional fees             | 3,000             | 3,324             | 3,665             |
| Programs                      | 12,000            | 9,331             | 8,000             |
| Promotion                     | 1,000             | 1,215             | 1,620             |
| Rink operations               | 1,000             | 696               | 723               |
| Salaries and benefits         | 281,800           | 278,501           | 254,762           |
| Staff development and travel  | <u>7,000</u>      | <u>9,107</u>      | <u>5,385</u>      |
|                               | 428,500           | 480,027           | 390,506           |
| Transfers to (from)           |                   |                   |                   |
| Indoor soccer complex reserve | -                 | -                 | 150,000           |
| Town capital project reserve  | <u>-</u>          | <u>(63,200)</u>   | <u>-</u>          |
|                               | <u>\$ 428,500</u> | <u>\$ 416,827</u> | <u>\$ 540,506</u> |

# Town of Stratford

## Utility

### Schedule of financial activities

| Year ended December 31                                | Budget            | 2008              | 2007              |
|-------------------------------------------------------|-------------------|-------------------|-------------------|
| Revenue                                               |                   |                   |                   |
| Unmetered sales                                       | \$ 1,170,200      | \$ 1,180,842      | \$ 1,093,714      |
| Late penalty charges                                  | 10,000            | 34,001            | 19,843            |
| Frontage charges                                      | 76,900            | 40,295            | 61,707            |
| Metered sales                                         | 71,600            | 84,427            | 84,930            |
| Miscellaneous                                         | -                 | 30                | 135               |
| Connection fees                                       | 4,300             | 7,290             | 10,360            |
| Water supply capital contribution                     | -                 | 81,557            | 100,500           |
| Interest                                              | -                 | 11,847            | 7,652             |
|                                                       | <u>1,333,000</u>  | <u>1,440,289</u>  | <u>1,378,841</u>  |
| Expenditures                                          |                   |                   |                   |
| Consulting                                            | 12,500            | 1,490             | 14,130            |
| Contingency                                           | 3,500             | 4,683             | 2,137             |
| Depreciation                                          | 155,000           | 155,485           | 136,883           |
| Electricity                                           | 99,000            | 116,361           | 87,329            |
| Honorariums                                           | 500               | 500               | 500               |
| Insurance                                             | 13,700            | 13,429            | 12,526            |
| Interest and bank charges                             | 50,000            | 36,907            | 63,586            |
| Interest on long term debt                            | 333,000           | 319,355           | 290,693           |
| Office                                                | 10,000            | 9,989             | 9,952             |
| Postage                                               | 7,500             | 6,573             | 6,848             |
| Professional fees                                     | 18,000            | 10,691            | 11,568            |
| Property taxes                                        | 1,500             | 4,009             | 1,895             |
| Rent                                                  | 37,300            | 37,300            | 33,600            |
| Repairs and maintenance                               |                   |                   |                   |
| Sewer                                                 | 46,800            | 38,639            | 49,702            |
| Water                                                 | 30,000            | 49,639            | 24,614            |
| Software maintenance                                  | -                 | 3,000             | -                 |
| Snow removal                                          | 3,500             | 5,252             | 2,220             |
| Telephone                                             | 12,700            | 13,736            | 10,166            |
| Tools and equipment                                   | 3,000             | 3,241             | 2,868             |
| Travel                                                | 10,000            | 7,686             | 9,034             |
| Wages and employee benefits                           | 304,500           | 305,151           | 252,944           |
| Workers compensation                                  | 7,800             | 5,543             | 7,793             |
| Vehicle                                               | 6,500             | 9,012             | 7,332             |
|                                                       | <u>1,166,300</u>  | <u>1,157,671</u>  | <u>1,038,320</u>  |
| Excess revenue over expenditures                      | \$ <u>166,700</u> | <b>282,618</b>    | 340,521           |
| Transfer to water supply capital contribution reserve |                   | <b>(81,557)</b>   | (100,500)         |
| 1% capital contribution from general account          |                   | <u>15,509</u>     | <u>36,001</u>     |
| Change in utility fund balance                        |                   | <b>\$ 216,570</b> | <b>\$ 276,022</b> |

# **Town of Stratford** **Business Park** **Schedule of financial activities**

| Year ended December 31            | Budget            | 2008                   | 2007              |
|-----------------------------------|-------------------|------------------------|-------------------|
| Lot sales                         | \$ 145,000        | <b>\$ 203,669</b>      | \$ 98,500         |
| Expenditures                      |                   |                        |                   |
| Annual fee                        | 100               | <b>30</b>              | 30                |
| Cost of sales                     | 116,800           | <b>148,993</b>         | 67,440            |
| Interest and bank charges         | 16,100            | <b>14,984</b>          | 14,494            |
| Interest on long term debt        | 7,100             | <b>6,610</b>           | 13,159            |
| Professional fees                 | 2,500             | <b>17,101</b>          | 3,064             |
| Property taxes                    | 2,500             | <b>2,483</b>           | 2,468             |
| Repairs and maintenance           | 4,000             | <b>7,555</b>           | 7,106             |
|                                   | <u>149,100</u>    | <u><b>197,756</b></u>  | <u>107,761</u>    |
| Excess revenues over expenditures | <u>\$ (4,100)</u> | <u><b>\$ 5,913</b></u> | <u>\$ (9,261)</u> |