

EASTERN
INTERLAKE
PLANNING DISTRICT

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Serving: Gimli • Bifrost-Riverton • Arborg • Winnipeg Beach

RECEIVED
MAY 03 2022

Date: April 27, 2022

Re: 2021 Audited Financial Statements

To: Municipality of Bifrost-Riverton
RM of Gimli
Town of Arborg
Town of Winnipeg Beach

Attached is your copy of the Eastern Interlake Planning District's 2021 Audited Financial Statements.

Your auditor will require a copy of this document for your year end review. Please ensure it is kept in a safe location and provided to him/her at time of request.

Should you have any questions or concerns please do not hesitate to contact me.

Sincerely,



Nancy Thom, CMMA
Chief Administrative Officer/Development Officer
Eastern Interlake Planning District

Encl.

EASTERN INTERLAKE PLANNING DISTRICT

Financial Statements

Year Ended December 31, 2021

EASTERN INTERLAKE PLANNING DISTRICT

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Year Ended December 31, 2021

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INDEPENDENT AUDITOR'S REPORT

To the Members of Eastern Interlake Planning District

Qualified Opinion

We have audited the financial statements of Eastern Interlake Planning District (the Planning District), which comprise the statement of financial position as at December 31, 2021, and the statements of revenues and expenditures, changes in net assets 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 financial statements present fairly, in all material respects, the financial position of the Planning District as at December 31, 2021, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Planning District derives revenue from permits, the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Planning District and we were not able to determine whether any adjustments might be necessary to permits, excess of revenues over expenses, current assets and net assets. Our audit opinion on the financial statements for the year ended December 31, 2020 was modified accordingly because of the possible effects of this limitation of scope.

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 Financial Statements* section of our report. We are independent of the Planning District in accordance with ethical requirements that are relevant to our audit of the 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 audit opinion.

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

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

In preparing the financial statements, management is responsible for assessing the Planning District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Planning District or to cease operations, or has no realistic alternative but to do so.

(continues)

Independent Auditor's Report To the Members of Eastern Interlake Planning District (*continued*)

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the 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 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 financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Planning District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Planning District'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 financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Planning District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the 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.

Kaler CPA

Winnipeg, Manitoba
April 7, 2022

KALER
CHARTERED PROFESSIONAL ACCOUNTANTS

EASTERN INTERLAKE PLANNING DISTRICT

Statement of Financial Position

December 31, 2021

	2021	2020
ASSETS		
CURRENT		
Cash	\$ 633,775	\$ 404,899
Accounts receivable	1,470	3,229
	<u>635,245</u>	<u>408,128</u>
EQUIPMENT (Note 5)	6,931	9,464
	<u>\$ 642,176</u>	<u>\$ 417,592</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 4,597	\$ 5,764
Deposits received (Note 6)	421,573	317,073
	<u>426,170</u>	<u>322,837</u>
NET ASSETS	<u>216,006</u>	<u>94,755</u>
	<u>\$ 642,176</u>	<u>\$ 417,592</u>

ON BEHALF OF THE BOARD



CAO
Director



Director

See notes to financial statements

EASTERN INTERLAKE PLANNING DISTRICT

Statement of Revenues and Expenditures

Year Ended December 31, 2021

	2021	2020
REVENUES		
Municipal contributions	\$ 119,000	\$ 117,000
Permits - building and plumbing	319,469	230,689
Permits - fire inspection	5,165	4,560
Fees - rezoning and amendments	25,060	20,200
Inspection services and other	513	1,517
	<u>469,207</u>	<u>373,966</u>
EXPENDITURES		
Advertising and promotion	622	304
Amortization	2,747	1,689
Board members - mileage	1,295	1,148
Board members - remuneration	2,844	2,485
Insurance	177	172
Interest and bank charges	355	157
Memberships	379	353
Office	14,024	12,959
Professional fees	3,500	5,764
Rental	12,626	12,318
Repairs and maintenance	745	511
Salaries and wages	303,127	298,966
Telephone	7,593	7,337
Training	2,181	746
	<u>352,215</u>	<u>344,909</u>
EXCESS OF REVENUES OVER EXPENDITURES FROM OPERATIONS	116,992	29,057
OTHER INCOME	4,259	4,020
EXCESS OF REVENUES OVER EXPENDITURES	\$ 121,251	\$ 33,077

EASTERN INTERLAKE PLANNING DISTRICT

Statement of Changes in Net Assets

Year Ended December 31, 2021

	2021	2020
NET ASSETS - BEGINNING OF YEAR	\$ 94,755	\$ 61,678
EXCESS OF REVENUES OVER EXPENDITURES	121,251	33,077
NET ASSETS - END OF YEAR	\$ 216,006	\$ 94,755

EASTERN INTERLAKE PLANNING DISTRICT

Statement of Cash Flows

Year Ended December 31, 2021

	2021	2020
OPERATING ACTIVITIES		
Excess of revenues over expenditures	\$ 121,251	\$ 33,077
Item not affecting cash:		
Amortization of equipment	<u>2,747</u>	1,689
	<u>123,998</u>	34,766
Changes in non-cash working capital:		
Accounts receivable	1,759	(1,394)
Accounts payable	(1,167)	3,265
Deposits received	<u>104,500</u>	143,202
	<u>105,092</u>	145,073
Cash flow from operating activities	<u>229,090</u>	179,839
INVESTING ACTIVITY		
Purchase of equipment	<u>(214)</u>	(10,293)
INCREASE IN CASH FLOW	228,876	169,546
Cash - beginning of year	<u>404,899</u>	235,353
CASH - END OF YEAR	<u>\$ 633,775</u>	<u>\$ 404,899</u>

EASTERN INTERLAKE PLANNING DISTRICT

Notes to Financial Statements

Year Ended December 31, 2021

1. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO). Canadian accounting standards for not-for-profit organizations are part of Canadian GAAP.

2. PURPOSE OF THE PLANNING DISTRICT

The Eastern Interlake Planning District is an organization operating to control the construction of buildings and administer the local building and zoning bylaws of the municipal members. The Eastern Interlake Planning District is regulated by the Municipal Act and Planning Act of Manitoba.

The legal form of the organization is an unincorporated not-for-profit in the province of Manitoba.

The Eastern Interlake Planning District is a non-profit organization that is exempt from income taxes as per Section 149(1) of the Income Tax Act.

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Revenue recognition

Eastern Interlake Planning District follows the deferral method of accounting 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. Endowment contributions are recognized as direct increases in net assets.

Revenue recognition

The Planning District recognizes permit fees and inspection services when they are earned, specifically when all the following conditions are met:

- services are provided or products are delivered to customers
- there is clear evidence that an arrangement exists
- amounts are fixed or can be determined
- the ability to collect is reasonably assured.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Equipment

Equipment is stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life on a declining balance basis at the following rates and methods:

Computer equipment	30%
Furniture and fixtures	20%

The Planning District regularly reviews its equipment to eliminate obsolete items. Government grants are treated as a reduction of equipment cost.

Equipment acquired during the year but not placed into use are not amortized until they are placed into use.

EASTERN INTERLAKE PLANNING DISTRICT

Notes to Financial Statements

Year Ended December 31, 2021

4. FINANCIAL INSTRUMENTS

The Planning District is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Planning District's risk exposure and concentration as of December 31, 2021.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The company is exposed to credit risk from customers. In order to reduce its credit risk, the company reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The company has a significant number of customers which minimizes concentration of credit risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Planning District is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources and accounts payable.

Unless otherwise noted, it is management's opinion that the Planning District is not exposed to significant other price risks arising from these financial instruments.

5. EQUIPMENT

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Computer equipment	\$ 19,151	\$ 13,215	\$ 5,936	\$ 8,220
Furniture and fixtures	51,574	50,579	995	1,244
	<u>\$ 70,725</u>	<u>\$ 63,794</u>	<u>\$ 6,931</u>	<u>\$ 9,464</u>

6. DEPOSITS RECEIVED

The organization secures deposits for open permits that are issued in accordance with the fee and deposit bylaw. The deposits are held in cash and are only released once final inspection takes place and work is done to code. Deposits vary in size, depending on the contract value of the work to be completed.

EASTERN INTERLAKE PLANNING DISTRICT

Notes to Financial Statements

Year Ended December 31, 2021

7. COMMITMENTS

For office space, the Planning District rents the space from the Rural Municipality of Gimli. The formal lease agreement states that the Planning District is to make monthly payments of \$1,132 in 2022. The lease expires December 31, 2022.

The Planning District has entered into the following lease agreements:

Ricoh - 60 month lease for a Ricoh photocopier, expiring in 2023, payable at \$508 per quarter.

Neopost - 66 month lease for a postage machine, expiring 2024, payable at \$458 per quarter.

Contractual obligation repayment schedule:

2022	\$	17,452
2023		3,863
2024		1,373

8. ECONOMIC DEPENDENCE

The Planning District receives approximately 25% of its revenues from the Municipalities. Should they substantially change their contributions with the Planning District, management is of the opinion that continued viable operations would be doubtful.

9. CONTINGENT LIABILITY

The Planning District has a contingent liability for a potential claim if the applicant gets leave to issue a statement of claim for costs to bring a property into compliance with building and fire codes. It is not possible to estimate whether the claim will be issued or the costs of such a claim at this time.

10. SUBSEQUENT EVENTS

In March 2020, the World Health Organization declared a global pandemic due to the novel coronavirus (COVID-19). The situation is constantly evolving, and the measures put in place are having multiple impacts on local, provincial, national and global economies.

Management is uncertain of the effects of these changes on its financial statements and believes that any disturbance may be temporary; however, there is uncertainty about the length and potential impact of the disturbance.

As a result, we are unable to estimate the potential impact on the Planning District's operations as at the date of these financial statements.
