

The logo for Watson & Associates Economists Ltd. is contained within a white circle. It features a stylized blue leaf icon to the left of the company name. The name "Watson & Associates" is in a serif font, and "ECONOMISTS LTD." is in a smaller, all-caps sans-serif font below it.

**Watson  
& Associates**  
ECONOMISTS LTD.

# **Water Ontario Regulation 453/07 Financial Plan**

Township of Essa

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**Financial Plan #118-301A**

**September 23, 2025**

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# Table of Contents

	Page
<b>1. Introduction.....</b>	<b>1-1</b>
1.1 Study Purpose .....	1-1
1.2 Assumptions for the Financial Plan.....	1-1
1.3 Background.....	1-1
1.3.1 Financial Plan Defined .....	1-2
1.3.2 Financial Plan Requirements – Existing System (Licence Renewal).....	1-2
1.3.3 Financial Plan Requirements – General .....	1-3
1.3.4 Public Sector Accounting Board (P.S.A.B.) Requirements .....	1-4
<b>2. Sustainable Financial Planning.....</b>	<b>2-1</b>
2.1 Introduction .....	2-1
2.2 Sustainable Water and Sewage Systems Act.....	2-2
2.3 Water Opportunities Act, 2010 .....	2-2
2.4 Infrastructure for Jobs and Prosperity Act (I.J.P.A.), 2015.....	2-3
2.5 Water Forecast .....	2-4
<b>3. Approach.....</b>	<b>3-1</b>
3.1 Overview .....	3-1
3.2 Conversion Process.....	3-1
3.2.1 Calculate Tangible Capital Asset Balances .....	3-1
3.2.2 Convert Statement of Operations.....	3-2
3.2.3 Convert Statement of Financial Position .....	3-4
3.2.4 Convert Statement of Cash Flow and Net Financial Assets/Debt.....	3-4
3.2.5 Verification and Note Preparation .....	3-6
<b>4. Financial Plan .....</b>	<b>4-1</b>
4.1 Introduction .....	4-1
4.2 Water Financial Plan.....	4-1
4.2.1 Statement of Financial Position (Table 4-1) .....	4-1



# Table of Contents (Cont'd)

	Page
4.2.2 Statement of Operations (Table 4-2).....	4-2
4.2.3 Statement of Change in Net Financial Assets/Debt (Table 4-3) .....	4-3
4.2.4 Statement of Cash Flow (Table 4-4) .....	4-3
<b>5. Process for Financial Plan Approval and Submission to the Province .....</b>	<b>5-1</b>
<b>6. Recommendations .....</b>	<b>6-1</b>



## List of Acronyms and Abbreviations

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



# Report



# Chapter 1

## Introduction



# 1. Introduction

## 1.1 Study Purpose

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

## 1.2 Assumptions for the Financial Plan

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

1. Thornton (Glen Avenue) Drinking Water System
2. Angus Drinking Water System
3. Baxter Distribution System.

This Financial Plan #118-301A is a combined financial plan for all three water systems

## 1.3 Background

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

"No person shall,



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

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

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

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

### **1.3.1 Financial Plan Defined**

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

“financial plans” means financial plans that satisfy the requirements prescribed by the Minister.

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

### **1.3.2 Financial Plan Requirements – Existing System (Licence Renewal)**

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

- Financial plans must be approved by resolution of Council (or governing body);
- Financial plans must include a statement that the financial impacts have been considered and apply for a minimum six-year period (commencing in the year of licence expiry);





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

### ***1.3.3 Financial Plan Requirements – General***

Given that the requirement for a financial plan is legislated under the S.D.W.A., a financial plan is mandatory for water systems. The financial plans shall be for a forecast period of at least six years but longer planning horizons are encouraged. The 10-year forecast included in this financial plan goes above and beyond the minimum requirement. The financial plan is to be completed and approved by resolution of Council or the governing body in accordance with subsection 3 (1), paragraph 1 of O. Reg. 453/07. Confirmation of approval of the financial plan must be submitted at the time of municipal drinking water license renewal (i.e., six months prior to license expiry).

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



The financial plan must contain on the front page, the appropriate financial plan number as set out in Schedule A of the Municipal Drinking Water Licence.

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

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

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

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

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

The Statement of Cash Flow and the Statement of Change in Net Financial Assets/Debt are required statements. The Statement of Change in Net Financial Assets/Debt reports on whether enough revenue was generated in a period to cover the expenses in the period and whether sufficient resources have been generated to support current and future activities. The Statement of Cash Flow reports on how activities were financed for a given period providing a measure of the changes in cash for that period.



# Chapter 2

## Sustainable Financial Planning



## 2. Sustainable Financial Planning

### 2.1 Introduction

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

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

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

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

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

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

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

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

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



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

## 2.2 Sustainable Water and Sewage Systems Act

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

## 2.3 Water Opportunities Act, 2010

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

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

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

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



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

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

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

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

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

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



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

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

The Township completed an A.M.P. in 2025 which included a review of the Township's water and wastewater infrastructure. The Township will need to consider the impacts of funding the lifecycle requirements identified in the A.M.P. during the annual budget and forecast process.

## **2.5 Water Forecast**

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

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



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

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





# Chapter 3

## Approach



## 3. Approach

### 3.1 Overview

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

### 3.2 Conversion Process

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

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

#### **3.2.1 Calculate Tangible Capital Asset Balances**

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



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

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

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

### **3.2.2 *Convert Statement of Operations***

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



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

Modified Cash Basis	Budget 2025	Adjustments		Full Accrual Budget 2025	Accrual Basis
		DR	CR		
<b>Revenues</b>					<b>Revenues</b>
Base Charge Revenue	346,028			346,028	Base Charge Revenue
Rate Based Revenue	1,821,246			1,821,246	Rate Based Revenue
			320,000	320,000	Earned Development Charges Revenue
Other Revenue	199,897		156,994	356,891	Other Revenue
<b>Total Revenues</b>	<b>2,367,171</b>			<b>2,844,165</b>	<b>Total Revenues</b>
<b>Expenditures</b>					<b>Expenses</b>
Operating	1,162,213	407,750		1,569,963	Operating Expenses
Capital					
Transfers to Reserves	1,204,958		1,204,958		
		360,986		360,986	Amortization
<b>Total Expenditures</b>	<b>2,367,171</b>			<b>1,930,949</b>	<b>Total Expenses</b>
<b>Net Expenditures</b>	<b>-</b>			<b>913,216</b>	<b>Annual Surplus/(Deficit)</b>
Increase (decrease) in amounts to be recovered	-			25,114,065	Accumulated Surplus/(Deficit), beginning of year
<b>Change in Fund Balances</b>	<b>-</b>	<b>913,216</b>	<b>-</b>	<b>26,027,281</b>	<b>Accumulated Surplus/(Deficit), end of year</b>
<b>TOTAL ADJUSTMENTS</b>		<b>1,681,952</b>	<b>1,681,952</b>		

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



### **3.2.3 Convert Statement of Financial Position**

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

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

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

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

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



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

Modified Cash Basis	Budget 2025	Adjustments		Full Accrual Budget 2025	Accrual Basis
		DR	CR		
<b>ASSETS</b>					<b>ASSETS</b>
<b>Financial Assets</b>					<b>Financial Assets</b>
Cash	9,853,184			9,853,184	Cash
Accounts Receivable	172,909			172,909	Accounts Receivable
<b>Total Financial Assets</b>	<b>10,026,093</b>			<b>10,026,093</b>	<b>Total Financial Assets</b>
<b>LIABILITIES</b>					<b>Liabilities</b>
Accounts Payable & Accrued Liabilities	337,016			337,016	Accounts Payable & Accrued Liabilities
Deferred Revenue	3,252,338			3,252,338	Deferred Revenue
<b>Total Liabilities</b>	<b>3,589,354</b>			<b>3,589,354</b>	<b>Total Liabilities</b>
<b>Net Assets/(Debt)</b>	<b>6,436,739</b>			<b>6,436,739</b>	<b>Net Financial Assets/(Debt)</b>
					<b>Non-Financial Assets</b>
		19,998,292	407,750	19,590,542	Tangible Capital Assets
				<b>19,590,542</b>	<b>Total Non-Financial Assets</b>
<b>Municipal Position</b>					
Water Reserves	6,436,739	6,436,739	-		
<b>Total Municipal Position</b>	<b>6,436,739</b>		26,027,281	<b>26,027,281</b>	<b>Accumulated Surplus/(Deficit), end of year</b>
<b>TOTAL ADJUSTMENTS</b>		<b>29,687,369</b>	<b>29,687,369</b>		

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



### **3.2.5 Verification and Note Preparation**

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

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

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

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

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



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





# Chapter 4

## Financial Plan



## 4. Financial Plan

### 4.1 Introduction

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The following tables provide the complete financial plan for the Township's water system. A brief description and analysis of each table is provided below. It is important to note that the financial plan that follows is a forward look at the financial position of the Township's water system. It is not an audited document<sup>1</sup> and contains various estimates as detailed in the "Notes to the Financial Plan" section below.

### 4.2 Water Financial Plan

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

The Statement of Financial Position provides information that describes the assets, liabilities, and accumulated surplus of the Township's water system. The first important indicator is net financial assets/(debt), which is defined as the difference between financial assets and liabilities. This indicator provides an indication of the system's "future revenue requirement." A net financial asset position is where financial assets are greater than liabilities and implies that the system has the resources to finance future operations. Conversely, a net debt position implies that the future revenues generated by the system will be needed to finance past transactions, as well as future operations. Table 4-1 indicates that for 2025, the Township's water system will be in a net financial asset position of approximately \$6.44 million. The Township's net financial asset position is projected to decrease to a net debt position of approximately \$5.52 million by the end of the forecast.

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

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

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



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

In general terms, an increase in the tangible capital asset balance indicates that assets may have been acquired either through purchase by the Township or donation/contribution by a third party. A decrease in the tangible capital asset balance can indicate a disposal, write down, or use of assets. A use of assets is usually represented by an increase in accumulated amortization due to annual amortization expenses arising as a result of allocating the cost of the asset to operations over the asset's useful life. Table 4-1 shows tangible capital assets are expected to grow by approximately \$30.27 million over the 10-year forecast period. This indicates that the Township has plans to invest in tangible capital assets in excess of the anticipated use of existing assets over the forecast period.

#### **4.2.2 Statement of Operations (Table 4-2)**

The Statement of Operations summarizes the revenues and expenses generated by the water system for a given period. The annual surplus/deficit measures whether the revenues generated were sufficient to cover the expenses incurred and in turn, whether net financial assets have been maintained or depleted. Table 4-2 illustrates the ratio of expenses to revenues decreasing over the forecast period, from 68% in 2025 to 65% by 2034. An annual surplus position is forecasted for all years within the forecast period, with an ending annual surplus of approximately \$1.81 million by 2034. It is important to note that an annual surplus is beneficial to ensure funding is available for non-expense costs such as tangible capital asset acquisitions, reserve/reserve fund transfers and debt principal payments.

Another important indicator on this statement is accumulated surplus/deficit. An accumulated surplus indicates that the available net resources are sufficient to provide future water services. An accumulated deficit indicates that resources are insufficient to provide future services and that borrowing or rate increases are required to finance annual deficits. From Table 4-2, the financial plan proposes to add approximately \$19.07 million to an opening 2025 accumulated surplus of \$25.11 million over the forecast period. This accumulated surplus, as indicated in Table 4-2, is predominantly



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

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

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

Table 4-3 indicates in most years, forecasted tangible capital asset acquisitions (net of amortization for the year) exceed forecasted annual surplus, resulting in an overall decrease to the net financial asset balance to a net debt position by 2034. The overall decrease to net financial asset balance is the result of capital asset acquisitions over the forecast period, allowing for a long-term plan of funding capital asset acquisitions through accumulated surplus (i.e., reserves and reserve funds). The ratio of cumulative annual surplus before amortization to cumulative tangible capital asset acquisitions is forecasted to decrease over the forecast period, from 2.46 in 2025 to 0.70 by 2034 (note: a desirable ratio is 1:1 or better).

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

The Statement of Cash Flow summarizes how the Township's water system is expected to generate and use cash resources during the forecast period. The transactions that provide/use cash are classified as operating, capital, investing, and financing activities as shown in Table 4-4. This statement focuses on the cash aspect of these transactions and thus is the link between cash- and accrual-based reporting. Table 4-4 indicates that cash from operations will be used to fund capital transactions (i.e., tangible capital asset acquisitions) and build internal reserves and reserve funds over the forecast period. The financial plan projects the cash position of the Township's water system to decrease from a positive balance of approximately \$8.49 million at the beginning of 2025 to a positive balance of approximately \$7.61 million by the end of 2034. For further discussion on projected cash balances please refer to the Notes to the Financial Plan.



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

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Financial Assets</b>											
Cash	1	9,853,184	10,565,028	9,354,049	6,247,746	6,831,354	6,738,349	6,723,888	6,836,858	7,120,180	7,609,902
Accounts Receivable	1	172,909	182,815	193,575	204,530	246,612	313,400	316,544	330,181	344,383	360,418
Accounts Receivable - Other	3	-	-	-	-	-	-	-	-	-	-
<b>Total Financial Assets</b>		<b>10,026,093</b>	<b>10,747,843</b>	<b>9,547,624</b>	<b>6,452,276</b>	<b>7,077,966</b>	<b>7,051,749</b>	<b>7,040,432</b>	<b>7,167,039</b>	<b>7,464,563</b>	<b>7,970,320</b>
<b>Liabilities</b>											
Bank Indebtedness		-	-	-	-	-	-	-	-	-	-
Accounts Payable & Accrued Liabilities	1	337,016	348,960	361,342	374,159	387,556	401,388	415,713	430,530	445,986	462,051
Debt (Principal only)	2	-	-	-	5,480,000	15,116,953	14,620,638	14,102,089	13,560,310	12,994,258	12,402,847
Deferred Revenue	3	3,252,338	4,259,013	3,139,944	38,710	589,055	450,008	372,455	360,722	441,231	623,749
<b>Total Liabilities</b>		<b>3,589,354</b>	<b>4,607,973</b>	<b>3,501,286</b>	<b>5,892,869</b>	<b>16,093,564</b>	<b>15,472,034</b>	<b>14,890,257</b>	<b>14,351,562</b>	<b>13,881,475</b>	<b>13,488,647</b>
<b>Net Financial Assets/(Debt)</b>		<b>6,436,739</b>	<b>6,139,870</b>	<b>6,046,338</b>	<b>559,407</b>	<b>(9,015,598)</b>	<b>(8,420,285)</b>	<b>(7,849,825)</b>	<b>(7,184,523)</b>	<b>(6,416,912)</b>	<b>(5,518,327)</b>
<b>Non-Financial Assets</b>											
Tangible Capital Assets	4	19,590,542	20,903,096	24,059,540	34,649,419	45,421,106	46,225,580	47,056,739	47,912,101	48,795,538	49,703,477
<b>Total Non-Financial Assets</b>		<b>19,590,542</b>	<b>20,903,096</b>	<b>24,059,540</b>	<b>34,649,419</b>	<b>45,421,106</b>	<b>46,225,580</b>	<b>47,056,739</b>	<b>47,912,101</b>	<b>48,795,538</b>	<b>49,703,477</b>
<b>Accumulated Surplus/(Deficit)</b>	5	<b>26,027,281</b>	<b>27,042,966</b>	<b>30,105,878</b>	<b>35,208,826</b>	<b>36,405,508</b>	<b>37,805,295</b>	<b>39,206,914</b>	<b>40,727,578</b>	<b>42,378,626</b>	<b>44,185,150</b>
<b>Financial Indicators</b>	<b>Total Change</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034</b>
1) Increase/(Decrease) in Net Financial Assets	(11,198,864)	756,202	(296,869)	(93,532)	(5,486,931)	(9,575,005)	595,313	570,460	665,302	767,611	898,585
2) Increase/(Decrease) in Tangible Capital Assets	30,269,949	157,014	1,312,554	3,156,444	10,589,879	10,771,687	804,474	831,159	855,362	883,437	907,939
3) Increase/(Decrease) in Accumulated Surplus	19,071,085	913,216	1,015,685	3,062,912	5,102,948	1,196,682	1,399,787	1,401,619	1,520,664	1,651,048	1,806,524



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

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Water Revenue</b>											
Base Charge Revenue		346,028	369,478	393,375	418,213	444,567	472,524	502,348	533,446	566,598	602,508
Rate Based Revenue		1,821,246	1,935,134	2,060,283	2,187,143	2,318,085	2,453,191	2,606,370	2,761,969	2,923,238	3,106,851
Earned Development Charges Revenue	3	320,000	-	2,035,000	4,000,000	420,551	1,173,554	1,173,554	1,173,554	1,173,554	1,173,554
Other Revenue	6	356,891	347,919	343,910	342,013	341,796	342,483	203,793	206,807	211,723	219,215
<b>Total Revenues</b>		<b>2,844,165</b>	<b>2,652,531</b>	<b>4,832,568</b>	<b>6,947,369</b>	<b>3,524,999</b>	<b>4,441,752</b>	<b>4,486,065</b>	<b>4,675,776</b>	<b>4,875,113</b>	<b>5,102,128</b>
<b>Water Expenses</b>											
Operating Expenses	Sch. 4-1	1,569,963	1,252,400	1,350,100	1,356,300	1,390,500	1,461,200	1,490,600	1,547,700	1,603,000	1,660,400
Interest on Debt	2	-	-	-	-	245,504	677,239	655,005	631,774	607,502	582,143
Amortization	4	360,986	384,446	419,556	488,121	692,313	903,526	938,841	975,638	1,013,563	1,053,061
Loss on Disposal of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>		<b>1,930,949</b>	<b>1,636,846</b>	<b>1,769,656</b>	<b>1,844,421</b>	<b>2,328,317</b>	<b>3,041,965</b>	<b>3,084,446</b>	<b>3,155,112</b>	<b>3,224,065</b>	<b>3,295,604</b>
<b>Annual Surplus/(Deficit)</b>		<b>913,216</b>	<b>1,015,685</b>	<b>3,062,912</b>	<b>5,102,948</b>	<b>1,196,682</b>	<b>1,399,787</b>	<b>1,401,619</b>	<b>1,520,664</b>	<b>1,651,048</b>	<b>1,806,524</b>
Accumulated Surplus/(Deficit), beginning of year	5	25,114,065	26,027,281	27,042,966	30,105,878	35,208,826	36,405,508	37,805,295	39,206,914	40,727,578	42,378,626
Accumulated Surplus/(Deficit), end of year		26,027,281	27,042,966	30,105,878	35,208,826	36,405,508	37,805,295	39,206,914	40,727,578	42,378,626	44,185,150
<b>Note 5:</b>											
<b>Accumulated Surplus/(Deficit) Reconciliation:</b>		<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034</b>
<b>Reserve Balances</b>											
Reserves: Development Charges		3,252,338	4,259,013	3,139,944	38,710	589,055	450,008	372,455	360,722	441,231	623,749
Reserves: Gas Tax/Canada Community Building Fund		-	-	-	-	-	-	-	-	-	-
Reserves: Capital/Other		6,436,739	6,139,870	6,046,338	6,039,407	6,101,355	6,200,353	6,252,264	6,375,787	6,577,346	6,884,520
<b>Total Reserves Balance</b>		<b>9,689,077</b>	<b>10,398,883</b>	<b>9,186,282</b>	<b>6,078,117</b>	<b>6,690,410</b>	<b>6,650,361</b>	<b>6,624,719</b>	<b>6,736,509</b>	<b>7,018,577</b>	<b>7,508,269</b>
Less: Debt Obligations and Deferred Revenue		(3,252,338)	(4,259,013)	(3,139,944)	(5,518,710)	(15,706,008)	(15,070,646)	(14,474,544)	(13,921,032)	(13,435,489)	(13,026,596)
Add: Tangible Capital Assets	4	19,590,542	20,903,096	24,059,540	34,649,419	45,421,106	46,225,580	47,056,739	47,912,101	48,795,538	49,703,477
<b>Total Ending Balance</b>		<b>26,027,281</b>	<b>27,042,966</b>	<b>30,105,878</b>	<b>35,208,826</b>	<b>36,405,508</b>	<b>37,805,295</b>	<b>39,206,914</b>	<b>40,727,578</b>	<b>42,378,626</b>	<b>44,185,150</b>
<b>Financial Indicators</b>	<b>Total Change</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034</b>
1) Expense to Revenue Ratio		68%	62%	37%	27%	66%	68%	69%	67%	66%	65%
2) Increase/(Decrease) in Accumulated Surplus	19,071,085	913,216	1,015,685	3,062,912	5,102,948	1,196,682	1,399,787	1,401,619	1,520,664	1,651,048	1,806,524



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

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Operating Expenses</b>											
6000 - Salaries/Wages		127,981	132,500	137,100	141,900	146,900	152,000	157,300	162,800	168,500	174,400
6012 - Wages & Benefits Transfer		6,110	6,300	6,500	6,700	6,900	7,100	7,300	7,600	7,900	8,200
6020 - Employee Benefits Full Time		7,232	7,500	7,800	8,100	8,400	8,700	9,000	9,300	9,600	9,900
6026 - Extended Health Benefits		14,413	14,900	15,400	15,900	16,500	17,100	17,700	18,300	18,900	19,600
6030 - Employee Health Tax		2,339	2,400	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200
6031 - Employee Assistance Plan		76	100	100	100	100	100	100	100	100	100
6032 - OMERS		12,093	12,500	12,900	13,400	13,900	14,400	14,900	15,400	15,900	16,500
6033 - WSIB		3,272	3,400	3,500	3,600	3,700	3,800	3,900	4,000	4,100	4,200
6035 - Mileage		1,500	1,600	1,700	1,800	1,900	2,000	2,100	2,200	2,300	2,400
6050 - Office Supplies		10,200	10,600	11,000	11,400	11,800	12,200	12,600	13,000	13,500	14,000
6052 - Postage		16,993	17,600	18,200	18,800	19,500	20,200	20,900	21,600	22,400	23,200
6062 - Advertising		1,500	1,600	1,700	1,800	1,900	2,000	2,100	2,200	2,300	2,400
6063 - Insurance		8,052	8,300	8,600	8,900	9,200	9,500	9,800	10,100	10,500	10,900
6275 - Snow Removal		5,671	5,900	6,100	6,300	6,500	6,700	6,900	7,100	7,300	7,600
6283 - OCWA Operating Budget		654,000	676,900	700,600	725,100	750,500	776,800	804,000	832,100	861,200	891,300
6054 - Telephone Communications		7,344	7,600	7,900	8,200	8,500	8,800	9,100	9,400	9,700	10,000
6055 - Hydro		147,737	155,100	162,900	171,000	179,600	188,600	198,000	207,900	218,300	229,200
6072 - Software Maintenance		40,000	41,400	42,800	44,300	45,900	47,500	49,200	50,900	52,700	54,500
6081 - Other Write-offs		3,500	3,600	3,700	3,800	3,900	4,000	4,100	4,200	4,300	4,500
Misc Works - from Capital		50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
6350 - Meter Reads		6,500	6,700	6,900	7,100	7,300	7,600	7,900	8,200	8,500	8,800
6355 - Pipeline Consumption		35,700	36,900	38,200	39,500	40,900	42,300	43,800	45,300	46,900	48,500
Non TCA - Expenses from Capital Budget	7	407,750	49,000	104,000	66,000	54,000	77,000	57,000	63,000	65,000	67,000
<b>TOTAL OPERATING EXPENSES</b>		<b>1,569,963</b>	<b>1,252,400</b>	<b>1,350,100</b>	<b>1,356,300</b>	<b>1,390,500</b>	<b>1,461,200</b>	<b>1,490,600</b>	<b>1,547,700</b>	<b>1,603,000</b>	<b>1,660,400</b>



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

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Annual Surplus/(Deficit)		913,216	1,015,685	3,062,912	5,102,948	1,196,682	1,399,787	1,401,619	1,520,664	1,651,048	1,806,524
Less: Acquisition of Tangible Capital Assets	4	(518,000)	(1,697,000)	(3,576,000)	(11,078,000)	(11,464,000)	(1,708,000)	(1,770,000)	(1,831,000)	(1,897,000)	(1,961,000)
Add: Amortization of Tangible Capital Assets	4	360,986	384,446	419,556	488,121	692,313	903,526	938,841	975,638	1,013,563	1,053,061
(Gain)/Loss on disposal of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Add: Proceeds on Sale of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Add: Write-downs of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
		(157,014)	(1,312,554)	(3,156,444)	(10,589,879)	(10,771,687)	(804,474)	(831,159)	(855,362)	(883,437)	(907,939)
Less: Acquisition of Supplies Inventory		-	-	-	-	-	-	-	-	-	-
Less: Acquisition of Prepaid Expenses		-	-	-	-	-	-	-	-	-	-
Add: Consumption of Supplies Inventory		-	-	-	-	-	-	-	-	-	-
Add: Use of Prepaid Expenses		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
<b>Increase/(Decrease) in Net Financial Assets/(Net Debt)</b>		<b>756,202</b>	<b>(296,869)</b>	<b>(93,532)</b>	<b>(5,486,931)</b>	<b>(9,575,005)</b>	<b>595,313</b>	<b>570,460</b>	<b>665,302</b>	<b>767,611</b>	<b>898,585</b>
Net Financial Assets/(Net Debt), beginning of year		5,680,537	6,436,739	6,139,870	6,046,338	559,407	(9,015,598)	(8,420,285)	(7,849,825)	(7,184,523)	(6,416,912)
<b>Net Financial Assets/(Net Debt), end of year</b>		<b>6,436,739</b>	<b>6,139,870</b>	<b>6,046,338</b>	<b>559,407</b>	<b>(9,015,598)</b>	<b>(8,420,285)</b>	<b>(7,849,825)</b>	<b>(7,184,523)</b>	<b>(6,416,912)</b>	<b>(5,518,327)</b>

  

Financial Indicators	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Acquisition of Tangible Capital Assets (Cumulative)	518,000	2,215,000	5,791,000	16,869,000	28,333,000	30,041,000	31,811,000	33,642,000	35,539,000	37,500,000
2) Annual Surplus/Deficit before Amortization (Cumulative)	1,274,202	2,674,333	6,156,801	11,747,870	13,636,865	15,940,178	18,280,638	20,776,940	23,441,551	26,301,136
3) Ratio of Annual Surplus before Amortization to Acquisition of TCA's (Cumulative)	2.46	1.21	1.06	0.70	0.48	0.53	0.57	0.62	0.66	0.70





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

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Operating Transactions</b>											
Annual Surplus/Deficit		913,216	1,015,685	3,062,912	5,102,948	1,196,682	1,399,787	1,401,619	1,520,664	1,651,048	1,806,524
Add: Amortization of TCA's	4	360,986	384,446	419,556	488,121	692,313	903,526	938,841	975,638	1,013,563	1,053,061
(Gain)/Loss on disposal of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Less: Earned Deferred Revenue	3	(320,000)	-	(2,035,000)	(4,000,000)	(420,551)	(1,173,554)	(1,173,554)	(1,173,554)	(1,173,554)	(1,173,554)
Less: Developer Contributions		-	-	-	-	-	-	-	-	-	-
Add: Deferred Revenue Proceeds		930,836	1,006,675	915,931	898,766	970,897	1,034,506	1,096,001	1,161,822	1,254,063	1,356,072
Change in A/R (Increase)/Decrease		-	(9,906)	(10,760)	(10,955)	(42,083)	(66,788)	(3,144)	(13,637)	(14,202)	(16,035)
Change in A/P Increase/(Decrease)		-	11,944	12,382	12,817	13,397	13,832	14,325	14,817	15,456	16,065
Less: Interest Proceeds		(156,994)	(149,753)	(147,472)	(147,303)	(148,814)	(151,228)	(152,494)	(155,507)	(160,423)	(167,915)
Cash Provided by Operating Transactions		1,728,044	2,259,091	2,217,549	2,344,394	2,261,841	1,960,081	2,121,594	2,330,243	2,585,951	2,874,218
<b>Capital Transactions</b>											
Proceeds on sale of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Less: Cash Used to acquire Tangible Capital Assets	4	(518,000)	(1,697,000)	(3,576,000)	(11,078,000)	(11,464,000)	(1,708,000)	(1,770,000)	(1,831,000)	(1,897,000)	(1,961,000)
Cash Applied to Capital Transactions		(518,000)	(1,697,000)	(3,576,000)	(11,078,000)	(11,464,000)	(1,708,000)	(1,770,000)	(1,831,000)	(1,897,000)	(1,961,000)
<b>Investing Transactions</b>											
Proceeds from Investments		156,994	149,753	147,472	147,303	148,814	151,228	152,494	155,507	160,423	167,915
Less: Cash Used to Acquire Investments		-	-	-	-	-	-	-	-	-	-
Cash Provided by (applied to) Investing Transactions		156,994	149,753	147,472	147,303	148,814	151,228	152,494	155,507	160,423	167,915
<b>Financing Transactions</b>											
Proceeds from Debt Issue	2	-	-	-	5,480,000	9,812,000	-	-	-	-	-
Less: Debt Repayment (Principal only)	2	-	-	-	-	(175,047)	(496,314)	(518,549)	(541,780)	(566,052)	(591,411)
Cash Applied to Financing Transactions		-	-	-	5,480,000	9,636,953	(496,314)	(518,549)	(541,780)	(566,052)	(591,411)
Increase in Cash and Cash Equivalents		1,367,038	711,844	(1,210,979)	(3,106,303)	583,608	(93,005)	(14,461)	112,970	283,322	489,722
Cash and Cash Equivalents, beginning of year	1	8,486,146	9,853,184	10,565,028	9,354,049	6,247,746	6,831,354	6,738,349	6,723,888	6,836,858	7,120,180
Cash and Cash Equivalents, end of year	1	9,853,184	10,565,028	9,354,049	6,247,746	6,831,354	6,738,349	6,723,888	6,836,858	7,120,180	7,609,902



## Water

### Notes to Financial Plan

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

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

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

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

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

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

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

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



The assumptions used have been documented below:

## 1. Cash, Receivables and Payables

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

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

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

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

## 2. Debt

The Township does not currently have outstanding debt. The 2025 Rate Study anticipates \$15.29 million in growth-related debt over the forecast period. The following provides a summary of the principal payments:

Year	Principal Payments
2025	-
2026	-
2027	-
2028	-
2029	175,047
2030	496,314
2031	518,549
2032	541,780
2033	566,052
2034	591,411
<b>Total</b>	<b>2,889,153</b>



### **3. Deferred Revenue**

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

### **4. Tangible Capital Assets**

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



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

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



Table 4-5  
Tangible Capital Asset Summary

Asset Historical Cost	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Tangible Capital Asset Balance	27,345,292	27,728,312	29,284,993	32,735,919	43,673,754	54,988,038	56,537,576	58,124,644	59,745,113	61,408,192
Acquisitions	518,000	1,697,000	3,576,000	11,078,000	11,464,000	1,708,000	1,770,000	1,831,000	1,897,000	1,961,000
Disposals	134,980	140,319	125,074	140,165	149,716	158,462	182,932	210,531	233,921	245,998
<b>Closing Tangible Capital Asset Balance</b>	<b>27,728,312</b>	<b>29,284,993</b>	<b>32,735,919</b>	<b>43,673,754</b>	<b>54,988,038</b>	<b>56,537,576</b>	<b>58,124,644</b>	<b>59,745,113</b>	<b>61,408,192</b>	<b>63,123,194</b>
Opening Accumulated Amortization	7,911,764	8,137,770	8,381,897	8,676,379	9,024,335	9,566,932	10,311,996	11,067,905	11,833,012	12,612,654
Amortization Expense	360,986	384,446	419,556	488,121	692,313	903,526	938,841	975,638	1,013,563	1,053,061
Amortization on Disposal	134,980	140,319	125,074	140,165	149,716	158,462	182,932	210,531	233,921	245,998
<b>Ending Accumulated Amortization</b>	<b>8,137,770</b>	<b>8,381,897</b>	<b>8,676,379</b>	<b>9,024,335</b>	<b>9,566,932</b>	<b>10,311,996</b>	<b>11,067,905</b>	<b>11,833,012</b>	<b>12,612,654</b>	<b>13,419,717</b>
<b>Net Book Value</b>	<b>19,590,542</b>	<b>20,903,096</b>	<b>24,059,540</b>	<b>34,649,419</b>	<b>45,421,106</b>	<b>46,225,580</b>	<b>47,056,739</b>	<b>47,912,101</b>	<b>48,795,538</b>	<b>49,703,477</b>



## 5. Accumulated Surplus

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

Water	2025 Opening Accumulated Surplus
<b>Reserve Balances</b>	
Reserves: Development Charges	2,641,502
Reserves: Capital/Other	5,680,537
<b>Total Reserves Balance</b>	<b>8,322,039</b>
Less: Debt Obligations and Deferred Revenue	(2,641,502)
Add: Tangible Capital Assets	19,433,528
<b>Total Opening Balance</b>	<b>25,114,065</b>

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

## 6. Other Revenue

Other revenue includes revenues collected from permits, penalties, connection fees, and other miscellaneous charges.

## 7. Operating Expenses

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



# Chapter 5

## Process for Financial Plan Approval and Submission to the Province





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

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

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



# Chapter 6

## Recommendations



## 6. Recommendations

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

1. The Township of Essa Water Financial Plan prepared by Watson & Associates Economists Ltd. dated September 23, 2025 be approved.
2. Notice of availability of the Financial Plan be advertised.
3. The Water Financial Plan dated September 23, 2025 be submitted to the Ministry of Municipal Affairs and Housing. (O. Reg. 453/07, subsection 3 (1), paragraph 6)
4. The Council Resolution approving the Financial Plan be submitted to the Ministry of the Environment, Conservation, and Parks satisfying the requirements under the *Safe Drinking Water Act*. (S.D.W.A. subsection 32 (5), subparagraph 2 ii).