

**Financial Statements of**

**Wellington-Dufferin-Guelph Public Health**

December 31, 2020

# Wellington-Dufferin-Guelph Public Health

December 31, 2020

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KPMG LLP  
115 King Street South  
2nd Floor  
Waterloo ON N2J 5A3  
Canada  
Tel 519-747-8800  
Fax 519-747-8830

## INDEPENDENT AUDITORS' REPORT

To the Members of the Board of Health of Wellington-Dufferin-Guelph Public Health

### *Opinion*

We have audited the financial statements of Wellington Dufferin Guelph Public Health Unit (the Entity), which comprise:

- the statement of financial position as at December 31, 2020
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net debt for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2020, and its results of operations and its cash flows year then ended in accordance with Canadian public sector accounting standards.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.

We are independent of the Entity in accordance with the 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 opinion.



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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of 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 Entity'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 Entity or to cease operations, or has no realistic alternative but to do so.

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

*Auditors' 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 auditors' 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 the 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.



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- 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 Entity'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 Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' 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 auditors' report. However, future events or conditions may cause the Entity's 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
- 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.

*KPMG LLP*

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Chartered Professional Accountants, Licensed Public Accountants

Waterloo, Canada

April 12, 2021

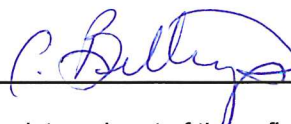
# Wellington-Dufferin-Guelph Public Health

Statement of Operations and Accumulated Surplus  
Year Ended December 31, 2020

|                                                     | Budget<br>2020<br>(Note 9) | Actual<br>2020      | Actual<br>2019<br>(See Note<br>13) |
|-----------------------------------------------------|----------------------------|---------------------|------------------------------------|
|                                                     | \$                         | \$                  | \$                                 |
| <b>Municipal and provincial funding</b>             |                            |                     |                                    |
| Ministry of Health Base Funding                     | \$15,701,618               | \$15,788,103        | \$15,455,896                       |
| Ministry of Health One-time                         | 412,300                    | 2,937,003           | 121,696                            |
| City of Guelph                                      | 4,378,584                  | 4,378,584           | 3,996,673                          |
| County of Wellington                                | 3,185,885                  | 3,185,885           | 3,168,375                          |
| County of Dufferin                                  | 1,880,360                  | 1,880,360           | 1,843,490                          |
| Ministry of Children, Community and Social Services | 2,581,208                  | 2,581,208           | 2,581,208                          |
| Public Health Agency of Canada                      | 190,431                    | 60,713              | 22,602                             |
| Other community grants                              | 161,553                    | 162,567             | 249,668                            |
|                                                     | <b>28,491,939</b>          | <b>30,974,423</b>   | <b>27,439,608</b>                  |
| <b>Other revenue</b>                                |                            |                     |                                    |
| Interest income                                     | 27,000                     | 40,596              | 158,165                            |
| <b>Total revenue (Schedule 2)</b>                   | <b>28,518,939</b>          | <b>31,015,019</b>   | <b>27,597,773</b>                  |
| <b>Expenses</b>                                     |                            |                     |                                    |
| Salaries and wages                                  | 15,956,087                 | 18,689,857          | 15,676,500                         |
| Benefits                                            | 4,748,417                  | 4,794,257           | 4,238,626                          |
| Staff and volunteer training and recognition        | 189,041                    | 61,032              | 204,152                            |
| Board of Health                                     | 34,650                     | 6,193               | 12,479                             |
| Travel                                              | 311,183                    | 171,619             | 298,615                            |
| Building occupancy (Note 12)                        | 2,233,960                  | 1,155,431           | 1,288,891                          |
| Professional and purchased services                 | 2,475,704                  | 2,090,496           | 1,815,040                          |
| Program materials and supplies                      | 863,303                    | 745,021             | 1,121,256                          |
| Office expenses, printing, and postage              | 425,561                    | 134,596             | 144,529                            |
| Information and IT                                  | 785,591                    | 736,975             | 745,981                            |
| Communications                                      | 166,249                    | 297,059             | 197,074                            |
| One-time strategic investments                      | 346,000                    | -                   | 117,084                            |
| Amortization of tangible capital assets             | -                          | 1,536,352           | 1,518,568                          |
| Loss on disposal of tangible capital assets         | -                          | -                   | 76                                 |
| Expenditure recoveries                              | (393,048)                  | (290,375)           | (586,066)                          |
| Transfers to reserves                               | 376,241                    | -                   | -                                  |
| <b>Total net operating costs</b>                    | <b>28,518,939</b>          | <b>30,128,513</b>   | <b>26,792,805</b>                  |
| <b>Excess of revenue over expenses</b>              | <b>-</b>                   | <b>886,506</b>      | <b>804,968</b>                     |
| Accumulated surplus, beginning of year              | 17,778,018                 | 17,778,018          | 16,973,050                         |
| <b>Accumulated surplus, end of year</b>             | <b>\$17,778,018</b>        | <b>\$18,664,524</b> | <b>\$17,778,018</b>                |

Approved by the Board of Health on

Director



Director

The accompanying notes are an integral part of these financial statements.

# Wellington-Dufferin-Guelph Public Health

Statement of Changes in Net Financial Debt  
Year Ended December 31, 2020

|                                             | 2020               | 2019               |
|---------------------------------------------|--------------------|--------------------|
|                                             | \$                 | \$                 |
| Excess of revenue over expenditures         | 886,506            | 804,968            |
| Amortization of tangible capital assets     | 1,536,352          | 1,518,568          |
| Change in prepaid expenses                  | 16,402             | 44,071             |
| Change in inventory                         | 3,960              | 530                |
| Tangible capital asset purchases            | (676,457)          | (880,355)          |
| Loss on disposal of tangible capital assets | -                  | 76                 |
| <b>Decrease in net debt</b>                 | <b>1,766,763</b>   | <b>1,487,858</b>   |
| Net debt, beginning of year                 | (4,659,782)        | (6,147,640)        |
| <b>Net debt, end of year</b>                | <b>(2,893,019)</b> | <b>(4,659,782)</b> |

The accompanying notes are an integral part of these financial statements.




# Wellington-Dufferin-Guelph Public Health

Statement of Financial Position  
As At December 31, 2020

|                                          | 2020               | 2019               |
|------------------------------------------|--------------------|--------------------|
|                                          | \$                 | \$                 |
| <b>Financial assets</b>                  |                    |                    |
| Cash                                     | 2,679,772          | 2,494,911          |
| Accounts receivable                      | 635,190            | 462,122            |
| Due from Province of Ontario             | 2,253,023          | 694,497            |
|                                          | <b>5,567,985</b>   | <b>3,651,530</b>   |
| <b>Liabilities</b>                       |                    |                    |
| Accounts payable and accrued liabilities | 1,909,481          | 1,164,720          |
| Employee benefits payable (Note 7)       | 1,644,856          | 1,407,899          |
| Deferred revenue                         | 221,833            | 64,930             |
| Trust liabilities (Note 4)               | 1,060              | 3,252              |
| Due to programs (Note 5)                 | 207,686            | 83,462             |
| Long-term debt (Note 12)                 | 4,476,088          | 5,587,049          |
|                                          | <b>8,461,004</b>   | <b>8,311,312</b>   |
| <b>Net debt</b>                          | <b>(2,893,019)</b> | <b>(4,659,782)</b> |
| <b>Non financial assets</b>              |                    |                    |
| Tangible capital assets (Schedule 10)    | 21,504,472         | 22,364,367         |
| Prepaid expenses                         | 49,686             | 66,088             |
| Inventory                                | 3,385              | 7,345              |
|                                          | <b>21,557,543</b>  | <b>22,437,800</b>  |
| <b>Accumulated surplus</b>               | <b>18,664,524</b>  | <b>17,778,018</b>  |

Approved by the Board of Health on

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Director

The accompanying notes are an integral part of these financial statements.



# Wellington-Dufferin-Guelph Public Health

Statement of Cash Flows

Year Ended December 31, 2020

|                                                                     | 2020               | 2019               |
|---------------------------------------------------------------------|--------------------|--------------------|
|                                                                     | \$                 | \$                 |
| <b>OPERATING ACTIVITIES:</b>                                        |                    |                    |
| Excess of revenue over expenditures                                 | 886,506            | 804,968            |
| Items not affecting cash:                                           |                    |                    |
| Amortization                                                        | 1,536,352          | 1,518,568          |
| Loss on disposal of tangible capital assets                         | -                  | 76                 |
| Net changes in non-cash working capital items related to operations | (450,579)          | (329,384)          |
| <b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>                    | <b>1,972,279</b>   | <b>1,994,228</b>   |
| <b>CASH FLOWS FROM INVESTING ACTIVITY:</b>                          |                    |                    |
| Acquisition of tangible capital assets                              | (676,457)          | (880,355)          |
| <b>NET CASH USED BY INVESTING ACTIVITIES</b>                        | <b>(676,457)</b>   | <b>(880,355)</b>   |
| <b>CASH FLOWS FROM FINANCING ACTIVITY:</b>                          |                    |                    |
| Long-term debt repaid                                               | (1,110,961)        | (6,031,011)        |
| <b>NET CASH USED BY FINANCING ACTIVITIES</b>                        | <b>(1,110,961)</b> | <b>(6,031,011)</b> |
| <b>Net increase (decrease) in cash</b>                              | <b>184,861</b>     | <b>(4,917,138)</b> |
| Cash, beginning of year                                             | 2,494,911          | 7,412,049          |
| <b>Cash, end of year</b>                                            | <b>2,679,772</b>   | <b>2,494,911</b>   |

The accompanying notes are an integral part of these financial statements.

# Wellington-Dufferin-Guelph Public Health

Notes to the Financial Statements  
For the Year Ended December 31, 2020

## 1. Description of business

The Board of Health for the Wellington-Dufferin-Guelph Health Unit (WDGPH) has been created by statute under the Health Protection and Promotion Act (HPPA) and is by statute an autonomous Board of Health. The Board of Health is comprised of municipal members representing each of the obligated municipalities of the County of Wellington (3), the County of Dufferin (2), and the City of Guelph (3) and seven Provincial appointees. As stated in WDGPH's Mission statement, WDGPH uses an innovative approach to deliver evidence-informed programs and services to meet the distinctive needs of our communities.

WDGPH operates programs in accordance with the Ontario Public Health Standards and Protocols as mandated by the Province of Ontario. The Province of Ontario mandates that WDGPH provide programs and services that prevent disease, protect health and promote the well-being of individuals. Additional initiatives are also delivered within Wellington, Dufferin, and Guelph including: Preschool Speech and Language, Canadian Prenatal Nutrition Program, and acting as the host agency for the Poverty Elimination Task Force Guelph-Wellington.

## 2. Significant Accounting Policies

The financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards (PSAS), and reflect the following policies:

### Basis of accounting

- a) The operations reported on in the financial statements reflect the complete operations of WDGPH.
- b) The operations of WDGPH general programs are funded by the Counties of Wellington and Dufferin, the City of Guelph, and the Ontario Ministry of Health. Each year the amount of expenditure is based upon budgeted approvals and is funded accordingly. Funding amounts not received at year-end are recorded as receivable. Funding amounts in excess of actual expenditures incurred during the year are recorded as payable, or as deferred revenue depending on the terms of the funding agreement.

Revenue and expenses are reported on the accrual basis of accounting.

### Use of estimates

The preparation of the financial statements in conformity with Canadian Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements and the reported amounts of revenue and expenses during the reporting periods. Significant estimates used within these financial statements include accrued liabilities and employee benefits payable. Actual results may differ from these estimates.

# Wellington-Dufferin-Guelph Public Health

Notes to the Financial Statements  
For the Year Ended December 31, 2020

## 2. Significant Accounting Policies (continued)

### Revenue recognition

WDGPH receives revenue in the form of government transfers from the Province of Ontario (Ministry of Health and Ministry of Children, Community and Social Services), the Corporation of the County of Wellington, the Corporation of the County of Dufferin, and the Corporation of the City of Guelph. Government transfers are recognized as revenue in the financial statements in the period in which the events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria and/or stipulations have been met, and reasonable estimates of the amount can be made.

### Tangible capital assets

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

|                              |               |
|------------------------------|---------------|
| Buildings                    | 30 years      |
| Leasehold improvements       | Term of lease |
| Equipment                    | 5 years       |
| Technology and communication | 3 years       |
| Furniture and fixtures       | 5 years       |
| Parking lot                  | 20 years      |

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal.

# Wellington-Dufferin-Guelph Public Health

Notes to the Financial Statements  
For the Year Ended December 31, 2020

## 3. COVID-19 Related Expenditures (by object)

These amounts reflect costs incurred as a result of the COVID-19 pandemic response and are included within the expense captions on the face of the Statement of Operations and Accumulated Surplus.

| December 31, 2020                                                                                              | COVID-19<br>\$   |
|----------------------------------------------------------------------------------------------------------------|------------------|
| Salaries and wages                                                                                             | 2,553,701        |
| Benefits                                                                                                       | 137,819          |
| Staff and volunteer training and recognition                                                                   | 14               |
| Travel                                                                                                         | 55,792           |
| Building occupancy                                                                                             | 27,533           |
| Professional and purchased services                                                                            | 187,571          |
| Program materials and supplies                                                                                 | 303,804          |
| Office expenses, printing, and postage                                                                         | 46,050           |
| Information and IT                                                                                             | 179,617          |
| Communications                                                                                                 | 118,256          |
| <b>Total expenditures</b>                                                                                      | <b>3,610,157</b> |
| Less: Reimbursed by Ministry of Health                                                                         | (2,810,157)      |
| <b>Net COVID-19 expenditures funded through the municipal portion of the Cost Shared<br/>Mandatory program</b> | <b>800,000</b>   |

Included in the above costs was capital assets of \$185,193, which have been capitalized. This is made up of \$141,100 of Information and IT cost and \$44,093 of Communication costs.

## 4. Trust liabilities

WDGPH periodically receives funds from various sources for specific purposes, which WDGPH holds in Trust. Balances are drawn down when funds are expended in accordance with the stipulations placed on them by the provider of the funds.

|                               | 2020<br>\$   | 2019<br>\$   |
|-------------------------------|--------------|--------------|
| Hearing (Wee Talk)            | 560          | 800          |
| Children's Report Card        | 500          | 500          |
| County of Wellington - Dental | -            | 1,952        |
|                               | <b>1,060</b> | <b>3,252</b> |

# Wellington-Dufferin-Guelph Public Health

Notes to the Financial Statements  
For the Year Ended December 31, 2020

## 5. Due to programs

The following represents unspent funding for the following programs:

|                                        | 2020           | 2019          |
|----------------------------------------|----------------|---------------|
|                                        | \$             | \$            |
| Due to Parenting to Pregnancy          | 46,840         | 38,893        |
| Due to Preschool Speech and Language   | 97,848         | 44,569        |
| Due to Healthy Babies Healthy Children | 34,262         | -             |
| Due to Climate Change                  | 28,736         | -             |
|                                        | <b>207,686</b> | <b>83,462</b> |

## 6. Accumulated surplus and reserves

Accumulated surplus consists of individual fund surplus and reserves as follows:

| December 31, 2020                                       | 2020              | 2019              |
|---------------------------------------------------------|-------------------|-------------------|
|                                                         | \$                | \$                |
| <b>Surplus</b>                                          |                   |                   |
| Tangible capital assets (Schedule 10)                   | 21,504,472        | 22,364,367        |
| Reserves                                                | 1,779,782         | 1,134,233         |
| Long-term debt                                          | (4,476,088)       | (5,587,049)       |
| Accumulated (deficit) from March 31st year-end programs | (143,642)         | (133,533)         |
|                                                         | <b>18,664,524</b> | <b>17,778,018</b> |

Accumulated deficit from March 31st year-end programs represents the cumulative net excess of expenses over revenues for the Preschool Speech and Language Program, Healthy Babies Healthy Children Program, Climate Change Program and the Pregnancy to Parenting Program as at December 31st.

| December 31, 2020           | 2020             | 2019             |
|-----------------------------|------------------|------------------|
|                             | \$               | \$               |
| Balance, beginning of year  | 1,134,233        | 5,659,302        |
| Interest earned on reserve  | 21,070           | 92,012           |
| Transfer to reserves        | 624,479          | 482,919          |
| Transfer from reserves      | -                | (5,100,000)      |
| <b>Balance, end of year</b> | <b>1,779,782</b> | <b>1,134,233</b> |

# Wellington-Dufferin-Guelph Public Health

Notes to the Financial Statements  
For the Year Ended December 31, 2020

## 6. Accumulated surplus and reserves (continued)

Reserves consist of the following:

| <b>December 31, 2020</b>               | <b>2020</b>      | <b>2019</b>      |
|----------------------------------------|------------------|------------------|
|                                        | <b>\$</b>        | <b>\$</b>        |
| Contingency Reserve                    | 647,627          | 415,133          |
| Technology Reserve                     | 158,008          | 154,889          |
| Orangeville Facilities Reserve         | 325,973          | 200,028          |
| Guelph Facilities Reserve              | 527,107          | 255,309          |
| Fluoride Varnish Program Reserve       | 71,904           | 70,484           |
| Poverty Elimination Task Force Reserve | 49,163           | 38,390           |
| <b>Balance, end of year</b>            | <b>1,779,782</b> | <b>1,134,233</b> |

## 7. Employee benefits payable

| <b>December 31, 2020</b>                                          | <b>2020</b>      | <b>2019</b>      |
|-------------------------------------------------------------------|------------------|------------------|
|                                                                   | <b>\$</b>        | <b>\$</b>        |
| Vacation time payable                                             | 1,551,851        | 1,332,398        |
| Compensation time payable                                         | 79,681           | 58,251           |
| Part-time Ontario Nurses Association (ONA) accumulated sick leave | 13,324           | 17,250           |
|                                                                   | <b>1,644,856</b> | <b>1,407,899</b> |

### Vacation time payable

The provisions of the employee's vacation plan allows for the accumulation of vacation credits for use in future periods. The approximate value of the credits as at December 31, 2020 is \$1,551,851 (2019 - \$1,332,398).

### Compensation time payable

Hours earned by employees that are not paid or taken are compensation time. Upon termination of employment, any hours of compensation time that an employee has earned, but not taken, are payable at their wage rate. The approximate value of the time as at December 31, 2020 is \$79,681 (2019 - \$58,251).

### Part-time nurses accumulated illness allowance

Permanent part-time nurses who work less than twenty-eight hours per week are not eligible for the short-term disability or long-term disability plans provided to staff working twenty-eight hours per week or more. Instead, these nurses accumulate an illness allowance on a pro rata basis of one and one-half days per month worked in each year. Any unused portion accumulates from year to year. In the event of an illness, a nurse may draw from this accumulated balance to continue to receive their regular daily rate of pay. There is no payout for unused illness allowance. The estimated potential liability for part-time nurses accumulated illness allowance as at December 31, 2020 is \$13,324 (2019 - \$17,250).

# Wellington-Dufferin-Guelph Public Health

Notes to the Financial Statements  
For the Year Ended December 31, 2020

## 8. Pension agreements

WDGPH makes contributions to the Ontario Municipal Employees' Retirement System ("OMERS"), which is a multi-employer plan, on behalf of approximately 220 (2019 - 200) members of its staff.

OMERS is a multi-employer plan, therefore, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, WDGPH does not recognize any share of the OMERS pension surplus or deficit. At December 31, 2020 the plan reported a \$3.2 billion actuarial deficit (2019 - \$3.3 billion actuarial deficit).

The plan is a defined benefit plan that specifies the amount of the retirement benefit to be received by the employee based upon length of service and rates of pay.

The amount contributed to OMERS for 2020 was \$1,460,936 (2019 - \$1,432,749).

## 9. Budget figures

The budgeted figures, which are presented for comparison purposes, are prepared on a cash basis.

## 10. Commitments and contingencies

WDGPH leases office and clinic space under operating leases. In addition, land has been leased under a long-term operating lease which expires on April 30, 2062. WDGPH also has a small number of long-term commitments under contract. Minimum lease payments and other long-term commitments under contract over the next five years are as follows:

|      | \$        |
|------|-----------|
| 2021 | 302,817   |
| 2022 | 317,168   |
| 2023 | 308,402   |
| 2024 | 290,492   |
| 2025 | 286,365   |
|      | <hr/>     |
|      | 1,505,244 |

In the normal course of business, WDGPH is involved in various claims. Though the outcome of these various pending claims as at December 31, 2020 cannot be determined with certainty, WDGPH believes that their outcome will have no significant adverse impact on its financial position, operating results or cash flows.

## 11. Credit facility

At December 31, 2020 WDGPH had an unsecured line of credit of \$500,000 (2019 - \$500,000) bearing interest at the bank prime rate of 2.45% (2019 - 3.95%), of which all has remained unused at year-end.



# Wellington-Dufferin-Guelph Public Health

Notes to the Financial Statements  
For the Year Ended December 31, 2020

## 12. Long-term debt

On December 19, 2012, WDGPB entered into a Financial Agreement with the County of Wellington, the County of Dufferin, and the City of Guelph to finance the cost of building the two new facilities at Chancellors Way, Guelph, and Broadway, Orangeville. The Financial Agreement allowed for quarterly advances of capital by the obligated municipalities to WDGPB beginning in January 2013, until the completion of the new facilities. The total amount of the advances was not to exceed \$24,400,000. Interest is calculated annually, commencing on the 1st day of the month following the date of substantial completion of both facilities. The interest rate is 3.34% per annum, and the term and amortization of the loans is twenty years. Repayment of these loans commenced thirty days following certification by the project's architect of substantial completion of both facilities. The whole or any part of the capital financing under this agreement may be prepaid at any time or times without penalty or bonus.

The total amount borrowed under the loan agreement was \$18,481,487. The amount outstanding as of December 31, 2020 is \$4,476,088. Future principal and interest payments based on the total anticipated advances under this loan agreement are projected to be:

|                        |                 |
|------------------------|-----------------|
|                        | \$              |
| 2021                   | 1,281,624       |
| 2022                   | 1,281,624       |
| 2023                   | 1,281,624       |
| 2024                   | 930,467         |
|                        | <hr/> 4,775,339 |
| Less: Interest portion | 299,251         |
|                        | <hr/> 4,476,088 |

The total interest paid on long-term debt in 2020 was \$170,665 (2019 - \$350,613), and is included in Building Occupancy costs on the Statement of Operations and Accumulated Surplus.

## 13. Comparative information

Certain comparative information has been reclassified to conform with the financial statement presentation adopted in the current year.

# Wellington-Dufferin-Guelph Public Health

Notes to the Financial Statements  
For the Year Ended December 31, 2020

## 14. Municipal Split

WDGPH receives funding for Cost Shared Mandatory and Related programs from the three obligated municipalities under the Health Protection and Promotion Act. The percentage of total municipal funding provided by each of the three obligated municipalities is based on the population of each municipality relative to the total population of Wellington-Dufferin-Guelph, based on the most recent Census. In 2020, the split is based on the 2016 Census (2019 - 2016 Census).

|                      | Population | 2016<br>Census |
|----------------------|------------|----------------|
| County of Wellington | 90,932     | 32.0 %         |
| County of Dufferin   | 61,735     | 21.7 %         |
| City of Guelph       | 131,794    | 46.3 %         |
|                      | 284,461    | 100 %          |

# Wellington-Dufferin-Guelph Public Health

Schedule of Expenditure Recoveries - Schedule 1  
For the Year Ended December 31, 2020

|                                               | Budget<br>2020<br>\$ | 2020<br>\$     | 2019<br>\$     |
|-----------------------------------------------|----------------------|----------------|----------------|
| Contraceptive sales                           | -                    | 1,181          | 3,054          |
| File searches                                 | 2,000                | 40             | 150            |
| Food safety courses                           | 15,000               | 1,699          | 22,835         |
| HPV vaccinations                              | 44,000               | 13,847         | 44,778         |
| Meningococcal immunizations                   | 18,000               | 17,230         | 27,634         |
| Rental income                                 | 37,998               | 46,516         | 10,734         |
| Other grant revenue                           | -                    | 110,000        | 103,519        |
| Other miscellaneous revenue                   | -                    | 3,330          | 7,220          |
| Prenatal and breastfeeding fees               | 650                  | 193            | 1,341          |
| TB skin tests                                 | 18,500               | 8,125          | 23,675         |
| Vaccines (Gardasil)                           | 20,000               | 6,306          | 34,817         |
| Travel and immunization clinic fees           | 229,900              | 60,972         | 236,428        |
| Universal influenza immunizations             | 7,000                | 20,865         | 69,810         |
| Healthy Smiles Ontario (County of Wellington) | -                    | 71             | 71             |
|                                               | <b>393,048</b>       | <b>290,375</b> | <b>586,066</b> |

The accompanying notes are an integral part of these financial statements.

# Wellington-Dufferin-Guelph Public Health

Schedule of Revenues and Expenditures - Schedule 2

Cost Shared Mandatory and 100% Ministry of Health Funded Related Programs

For the Year Ended December 31, 2020

Total mandatory and related programs (cost shared & 100% Ministry of Health)

|                                                                      | Cost Shared Programs | School-Focused Nurses | 100% Ontario Seniors Dental Care Program | 100% Provincial One Time | MOH Compensation | Total 2020         | Total 2019        |
|----------------------------------------------------------------------|----------------------|-----------------------|------------------------------------------|--------------------------|------------------|--------------------|-------------------|
| <b>Revenue</b>                                                       |                      |                       |                                          |                          |                  |                    |                   |
| <b>Shared funding: provincial</b>                                    |                      |                       |                                          |                          |                  |                    |                   |
| Ministry of Health Base Funding                                      | 14,781,501           | 586,250               | 271,449                                  | -                        | 148,903          | 15,788,103         | 15,455,896        |
| Ministry of Health One-time                                          | -                    | -                     | -                                        | 2,937,003                | -                | 2,937,003          | 121,696           |
| <b>Sub-total provincial funding</b>                                  | <b>14,781,501</b>    | <b>586,250</b>        | <b>271,449</b>                           | <b>2,937,003</b>         | <b>148,903</b>   | <b>18,725,106</b>  | <b>15,577,592</b> |
| <b>Shared funding: municipal</b>                                     |                      |                       |                                          |                          |                  |                    |                   |
| City of Guelph                                                       | 4,025,278            | -                     | -                                        | -                        | -                | 4,025,278          | 3,946,354         |
| County of Wellington                                                 | 2,778,587            | -                     | -                                        | -                        | -                | 2,778,587          | 2,724,104         |
| County of Dufferin                                                   | 1,880,360            | -                     | -                                        | -                        | -                | 1,880,360          | 1,843,490         |
| <b>Sub-total municipal funding</b>                                   | <b>8,684,225</b>     | <b>-</b>              | <b>-</b>                                 | <b>-</b>                 | <b>-</b>         | <b>8,684,225</b>   | <b>8,513,948</b>  |
| <b>Total cost-shared funding</b>                                     | <b>23,465,726</b>    | <b>586,250</b>        | <b>271,449</b>                           | <b>2,937,003</b>         | <b>148,903</b>   | <b>27,409,331</b>  | <b>24,091,540</b> |
| <b>General Revenue</b>                                               |                      |                       |                                          |                          |                  |                    |                   |
| Interest income                                                      | 40,596               | -                     | -                                        | -                        | -                | 40,596             | 156,775           |
| <b>Total Revenue</b>                                                 | <b>23,506,322</b>    | <b>586,250</b>        | <b>271,449</b>                           | <b>2,937,003</b>         | <b>148,903</b>   | <b>27,449,927</b>  | <b>24,248,315</b> |
| <b>Expenses</b>                                                      |                      |                       |                                          |                          |                  |                    |                   |
| <b>Employee costs</b>                                                |                      |                       |                                          |                          |                  |                    |                   |
| Salaries and wages                                                   | 16,261,617           | 454,455               | 85,693                                   | 10,000                   | 125,287          | 16,937,052         | 14,119,438        |
| Benefits                                                             | 4,116,973            | 131,795               | 21,321                                   | -                        | 23,616           | 4,293,705          | 3,828,879         |
| <b>Total salaries, wages and benefits</b>                            | <b>20,378,590</b>    | <b>586,250</b>        | <b>107,014</b>                           | <b>10,000</b>            | <b>148,903</b>   | <b>21,230,757</b>  | <b>17,948,317</b> |
| <b>Operating costs</b>                                               |                      |                       |                                          |                          |                  |                    |                   |
| Staff and volunteer training and recognition                         | 55,746               | -                     | 1,560                                    | -                        | -                | 57,306             | 197,295           |
| Board of Health                                                      | 6,193                | -                     | -                                        | -                        | -                | 6,193              | 12,479            |
| Travel                                                               | 162,316              | -                     | 220                                      | -                        | -                | 162,536            | 251,717           |
| Building occupancy                                                   | 1,137,435            | -                     | 13,575                                   | -                        | -                | 1,151,010          | 1,284,810         |
| Office expenses, printing, and postage                               | 133,312              | -                     | 1,020                                    | -                        | -                | 134,332            | 142,208           |
| Professional and purchased services                                  | 744,565              | -                     | 92,102                                   | -                        | -                | 836,667            | 592,342           |
| Program materials and supplies                                       | 678,863              | -                     | 13,920                                   | -                        | -                | 692,783            | 1,037,980         |
| Information and IT                                                   | 729,457              | -                     | -                                        | -                        | -                | 729,457            | 745,608           |
| Communications                                                       | 297,059              | -                     | -                                        | -                        | -                | 297,059            | 191,902           |
| One-time strategic investments                                       | -                    | -                     | -                                        | -                        | -                | -                  | 117,084           |
| Net Covid-19 related expenditures (Note 3)                           | -                    | -                     | -                                        | 2,810,157                | -                | 2,810,157          | -                 |
| Amortization of tangible capital assets                              | 1,536,352            | -                     | -                                        | -                        | -                | 1,536,352          | 1,518,568         |
| Loss on disposal of capital assets                                   | -                    | -                     | -                                        | -                        | -                | -                  | 76                |
| <b>Total operating costs</b>                                         | <b>5,481,298</b>     | <b>-</b>              | <b>122,397</b>                           | <b>2,810,157</b>         | <b>-</b>         | <b>8,413,852</b>   | <b>6,092,069</b>  |
| <b>Total expenditures</b>                                            | <b>25,859,888</b>    | <b>586,250</b>        | <b>229,411</b>                           | <b>2,820,157</b>         | <b>148,903</b>   | <b>29,644,609</b>  | <b>24,040,386</b> |
| Expenditure recoveries (Schedule 1)                                  | (290,375)            | -                     | -                                        | -                        | -                | (290,375)          | (586,066)         |
| <b>Total net expenditures after expenditure recoveries</b>           | <b>25,569,513</b>    | <b>586,250</b>        | <b>229,411</b>                           | <b>2,820,157</b>         | <b>148,903</b>   | <b>29,354,234</b>  | <b>23,454,320</b> |
| <b>Excess (deficiency) of revenue over expenditures for the year</b> | <b>(2,063,191)</b>   | <b>-</b>              | <b>42,038</b>                            | <b>116,846</b>           | <b>-</b>         | <b>(1,904,307)</b> | <b>793,995</b>    |

# Wellington-Dufferin-Guelph Public Health

Statement of Revenues and Expenditures - Schedule 3

Healthy Babies Healthy Children

For the Year Ended December 31, 2020

|                                                         | Budget<br>2020<br>\$ | 2020<br>\$ | 2019<br>\$ |
|---------------------------------------------------------|----------------------|------------|------------|
| <b>Revenues</b>                                         |                      |            |            |
| <b>Government transfers</b>                             |                      |            |            |
| Ministry of Children, Community and Social Services     | 1,567,992            | 1,567,992  | 1,567,992  |
| <b>Expenses</b>                                         |                      |            |            |
| Salaries and wages                                      | 1,165,752            | 1,226,847  | 1,161,017  |
| Benefits                                                | 332,240              | 350,274    | 313,178    |
| Travel                                                  | 40,000               | 9,012      | 45,051     |
| Program materials and supplies                          | 11,000               | 1,081      | 12,433     |
| Office expenses, printing, and postage                  | -                    | 265        | 2,317      |
| Language line                                           | 14,000               | 2,257      | 6,831      |
| Communications                                          | -                    | -          | 5,167      |
| Staff and volunteer training and recognition            | 5,000                | 940        | 3,183      |
| Contracted services                                     | -                    | -          | 816        |
| Audit fees                                              | -                    | 1,088      | 1,061      |
| Information and IT                                      | -                    | -          | 375        |
|                                                         | 1,567,992            | 1,591,764  | 1,551,429  |
| <b>Excess (deficiency) of revenue over expenditures</b> | -                    | (23,772)   | 16,563     |

The accompanying notes are an integral part of these financial statements.

# Wellington-Dufferin-Guelph Public Health

Statement of Revenues and Expenditures - Schedule 4

Preschool Speech and Language

For the Year Ended December 31, 2020

|                                                         | Budget<br>2020<br>\$ | 2020<br>\$       | 2019<br>\$       |
|---------------------------------------------------------|----------------------|------------------|------------------|
| <b>Revenues</b>                                         |                      |                  |                  |
| <b>Government transfers</b>                             |                      |                  |                  |
| Ministry of Children, Community and Social Services     | 1,013,216            | 1,013,216        | 1,013,216        |
| Other community grants                                  | 61,283               | 61,283           | 60,376           |
| Interest income                                         | -                    | -                | 447              |
|                                                         | <b>1,074,499</b>     | <b>1,074,499</b> | <b>1,074,039</b> |
| <b>Expenses</b>                                         |                      |                  |                  |
| Salaries and wages                                      | 221,700              | 213,324          | 203,083          |
| Benefits                                                | 69,046               | 61,381           | 57,559           |
| Building occupancy                                      | 3,870                | 3,871            | 3,675            |
| Program materials and supplies                          | -                    | 3,801            | 105              |
| Contracted services                                     | 778,783              | 729,356          | 808,974          |
| Audit fees                                              | 1,100                | 1,088            | 1,061            |
|                                                         | <b>1,074,499</b>     | <b>1,012,821</b> | <b>1,074,457</b> |
| <b>Excess (deficiency) of revenue over expenditures</b> | <b>-</b>             | <b>61,678</b>    | <b>(418)</b>     |

The accompanying notes are an integral part of these financial statements.

# Wellington-Dufferin-Guelph Public Health

Statement of Revenues and Expenditures - Schedule 5

County of Wellington Weetalk

For the Year Ended December 31, 2020

|                                                 | Budget<br>2020<br>\$ | 2020<br>\$ | 2019<br>\$ |
|-------------------------------------------------|----------------------|------------|------------|
| <b>Revenues</b>                                 |                      |            |            |
| <b>Government transfers</b>                     |                      |            |            |
| County of Wellington                            | 367,921              | 367,921    | 367,921    |
| <b>Expenses</b>                                 |                      |            |            |
| Program materials and supplies                  | 22,000               | 22,000     | 15,500     |
| Professional and purchased services             | 345,921              | 345,921    | 352,393    |
|                                                 | 367,921              | 367,921    | 367,893    |
| <b>Excess of revenue over expenditures</b>      | -                    | -          | 28         |
| <b>Due to County of Wellington, end of year</b> | -                    | -          | 28         |

The accompanying notes are an integral part of these financial statements.



# Wellington-Dufferin-Guelph Public Health

Statement of Revenues and Expenditures - Schedule 6

Pregnancy to Parenting Program

For the Year Ended December 31, 2020

|                                                | Budget<br>2020<br>\$ | 2020<br>\$ | 2019<br>\$ |
|------------------------------------------------|----------------------|------------|------------|
| <b>Revenues</b>                                |                      |            |            |
| <b>Government transfers</b>                    |                      |            |            |
| Public Health Agency of Canada                 | 63,410               | -          | 22,602     |
| <b>Expenses</b>                                |                      |            |            |
| Salaries and benefits                          | 30,652               | 29,138     | 23,790     |
| Benefits                                       | 5,300                | 7,370      | -          |
| Travel                                         | 700                  | 69         | 393        |
| Program materials and supplies                 | 21,383               | 12,067     | 11,135     |
| Language line                                  | -                    | 242        | 427        |
| Contracted services                            | 4,000                | 2,920      | 3,287      |
| Building occupancy                             | 1,375                | 550        | -          |
|                                                | 63,410               | 52,356     | 39,032     |
| <b>Deficiency of revenue over expenditures</b> | -                    | (52,356)   | (16,430)   |

The accompanying notes are an integral part of these financial statements.

# Wellington-Dufferin-Guelph Public Health

Statement of Revenues and Expenditures - Schedule 7

Climate Change

For the Year Ended December 31, 2020

|                                                          | Budget<br>2020<br>\$ | 2020<br>\$ | 2019<br>\$ |
|----------------------------------------------------------|----------------------|------------|------------|
| <b>Revenues</b>                                          |                      |            |            |
| <b>Government transfers</b>                              |                      |            |            |
| Public Health Agency of Canada                           | 127,021              | 60,713     | -          |
| <b>Expenses</b>                                          |                      |            |            |
| Contracted services                                      | 125,271              | 83,800     | -          |
| Staff and volunteer training and recognition             | 1,750                | 1,799      | -          |
|                                                          | 127,021              | 85,599     | -          |
| <b>Excess of revenue over expenditures</b>               | -                    | (24,886)   | -          |
| <b>Due to Agency of Health Canada, beginning of year</b> | -                    | -          | -          |
| <b>Due to Agency of Health Canada, end of year</b>       | -                    | (24,886)   | -          |

The accompanying notes are an integral part of these financial statements.

# Wellington-Dufferin-Guelph Public Health

Statement of Revenues and Expenditures - Schedule 8

Other Community Grants

For the Year Ended December 31, 2020

|                                              | Budget<br>2020<br>\$ | 2020<br>\$      | 2019<br>\$      |
|----------------------------------------------|----------------------|-----------------|-----------------|
| <b>Revenues</b>                              |                      |                 |                 |
| City of Guelph                               | 353,306              | 353,306         | 50,320          |
| County of Wellington                         | 39,377               | 39,377          | 76,350          |
| Other community grants                       | 100,270              | 101,284         | 249,668         |
| <b>Total revenue</b>                         | <b>492,953</b>       | <b>493,967</b>  | <b>376,338</b>  |
| <b>Expenses</b>                              |                      |                 |                 |
| Salaries and wages                           | 293,497              | 293,494         | 169,169         |
| Benefits                                     | 81,526               | 81,526          | 39,010          |
| Travel                                       | -                    | -               | 1,456           |
| Program materials and supplies               | 1,707                | 13,287          | 44,516          |
| Professional and purchased services          | 94,354               | 87,157          | 47,846          |
| Information and IT                           | 7,517                | 7,518           | -               |
| Communications                               | 3,367                | -               | -               |
| Staff and volunteer training and recognition | 985                  | 985             | 3,676           |
|                                              | <b>482,953</b>       | <b>483,967</b>  | <b>305,673</b>  |
| <b>Excess of revenue over expenditures</b>   | <b>10,000</b>        | <b>10,000</b>   | <b>70,665</b>   |
| <b>Transfers to reserve</b>                  | <b>(10,000)</b>      | <b>(10,000)</b> | <b>(10,698)</b> |
| <b>Net after transfers</b>                   | <b>-</b>             | <b>-</b>        | <b>59,967</b>   |

The accompanying notes are an integral part of these financial statements.

# Wellington-Dufferin-Guelph Public Health

Schedule of One Time Funds - Schedule 9  
For the Year Ended December 31, 2020

|                                                                       | Funding Period                  | Provincial funding \$ | Actual spent 2019 \$ | Actual spent 2020 \$ | Provincial % | Provincial Portion \$ | Municipal % | Municipal portion \$ | Transfer to 2021 \$ | Payable to/ (Receivable from) MOH |
|-----------------------------------------------------------------------|---------------------------------|-----------------------|----------------------|----------------------|--------------|-----------------------|-------------|----------------------|---------------------|-----------------------------------|
| <b>One time funding</b>                                               |                                 |                       |                      |                      |              |                       |             |                      |                     |                                   |
| Adverse childhood survey (2018-19)                                    | April 1, 2018 to March 31, 2019 | \$ 9,594              | \$ 10,000            | \$ -                 | 100%         | \$ 10,000             | - %         | \$ -                 | \$ -                | \$ (406)                          |
| PHI Practicum (2019-2020)                                             | April 1, 2019 to March 31, 2020 | 12,077                | 10,000               | 2,077                | 100%         | 12,077                | - %         | -                    | -                   | -                                 |
| Vaccine fridge replacement (2019-2020)                                | April 1, 2019 to March 31, 2020 | 37,869                | 10,363               | 26,868               | 100%         | 37,231                | - %         | -                    | -                   | 638                               |
| Dental clinic upgrades - Guelph                                       | April 1, 2019 to March 31, 2020 | 185,525               | -                    | 34,371               | 100%         | 34,371                | - %         | -                    | 151,154             | -                                 |
| Dental clinic upgrades - Orangeville                                  | April 1, 2019 to March 31, 2020 | 49,475                | -                    | 49,475               | 100%         | 49,475                | - %         | -                    | -                   | -                                 |
| Temporary Pandemic Pay (2020-21)                                      | April 1, 2020 to March 31, 2021 | 131,200               | -                    | -                    | 100%         | -                     | - %         | -                    | -                   | 131,200                           |
| Public Health Inspector Practicum (2020-21)                           | April 1, 2020 to March 31, 2021 | 7,506                 | -                    | 10,000               | 100%         | 10,000                | - %         | -                    | -                   | (2,494)                           |
| New Purpose- Built Vaccine Refrigerators (2020-21)                    | April 1, 2020 to March 31, 2021 | 24,750                | -                    | 33,000               | 100%         | 33,000                | - %         | -                    | -                   | (8,250)                           |
| 2020 Extraordinary COVID-19 costs (2020-21)                           | April 1, 2020 to March 31, 2021 | -                     | -                    | 2,810,157            | 100%         | 2,810,157             | - %         | -                    | -                   | (2,810,157)                       |
| COVID-19 Public Health case and contact management solution (2020-21) | April 1, 2020 to March 31, 2021 | 19,565                | -                    | -                    | 100%         | -                     | - %         | -                    | -                   | 19,565                            |
| Covid-19 School Focused Nurses Initiative (2020-21)                   | April 1, 2020 to March 31, 2021 | \$ 586,250            | \$ -                 | \$ 586,250           | 100%         | \$ 586,250            | - %         | \$ -                 | \$ -                | \$ -                              |

# Wellington-Dufferin-Guelph Public Health

Schedule of Tangible Capital Assets - Schedule 10  
For the Year Ended December 31, 2020

|                                    | Land<br>\$       | Buildings<br>\$   | Leasehold<br>improvements<br>\$ | Equipment<br>\$  | Technology and<br>communication<br>\$ | Parking Lot<br>\$ | Furniture<br>and fixtures<br>\$ | Totals<br>2020<br>\$ | Totals<br>2019<br>\$ |
|------------------------------------|------------------|-------------------|---------------------------------|------------------|---------------------------------------|-------------------|---------------------------------|----------------------|----------------------|
| <b>Cost</b>                        |                  |                   |                                 |                  |                                       |                   |                                 |                      |                      |
| Balance, beginning of year         | 1,021,784        | 24,182,136        | 235,707                         | 1,376,182        | 5,523,086                             | 231,802           | 2,139,647                       | 34,710,344           | 33,906,785           |
| Add: additions during the year     | -                | 122,538           | 8,038                           | 64,942           | 467,452                               | -                 | 13,487                          | 676,457              | 880,355              |
| Less: dispositions during the year | -                | -                 | -                               | -                | -                                     | -                 | -                               | -                    | (76,796)             |
| <b>Balance, end of year</b>        | <b>1,021,784</b> | <b>24,304,674</b> | <b>243,745</b>                  | <b>1,441,124</b> | <b>5,990,538</b>                      | <b>231,802</b>    | <b>2,153,134</b>                | <b>35,386,801</b>    | <b>34,710,344</b>    |
| <b>Accumulated amortization</b>    |                  |                   |                                 |                  |                                       |                   |                                 |                      |                      |
| Balance, beginning of year         | -                | 4,314,362         | 47,016                          | 1,022,583        | 4,869,535                             | 39,599            | 2,052,882                       | 12,345,977           | 10,904,129           |
| Add: Amortization expense          | -                | 899,035           | 17,826                          | 145,198          | 414,315                               | 12,556            | 47,422                          | 1,536,352            | 1,518,568            |
| Less: dispositions during the year | -                | -                 | -                               | -                | -                                     | -                 | -                               | -                    | (76,720)             |
| <b>Balance, end of year</b>        | <b>-</b>         | <b>5,213,397</b>  | <b>64,842</b>                   | <b>1,167,781</b> | <b>5,283,850</b>                      | <b>52,155</b>     | <b>2,100,304</b>                | <b>13,882,329</b>    | <b>12,345,977</b>    |
| <b>Net book value</b>              | <b>1,021,784</b> | <b>19,091,277</b> | <b>178,903</b>                  | <b>273,343</b>   | <b>706,688</b>                        | <b>179,647</b>    | <b>52,830</b>                   | <b>21,504,472</b>    | <b>22,364,367</b>    |

