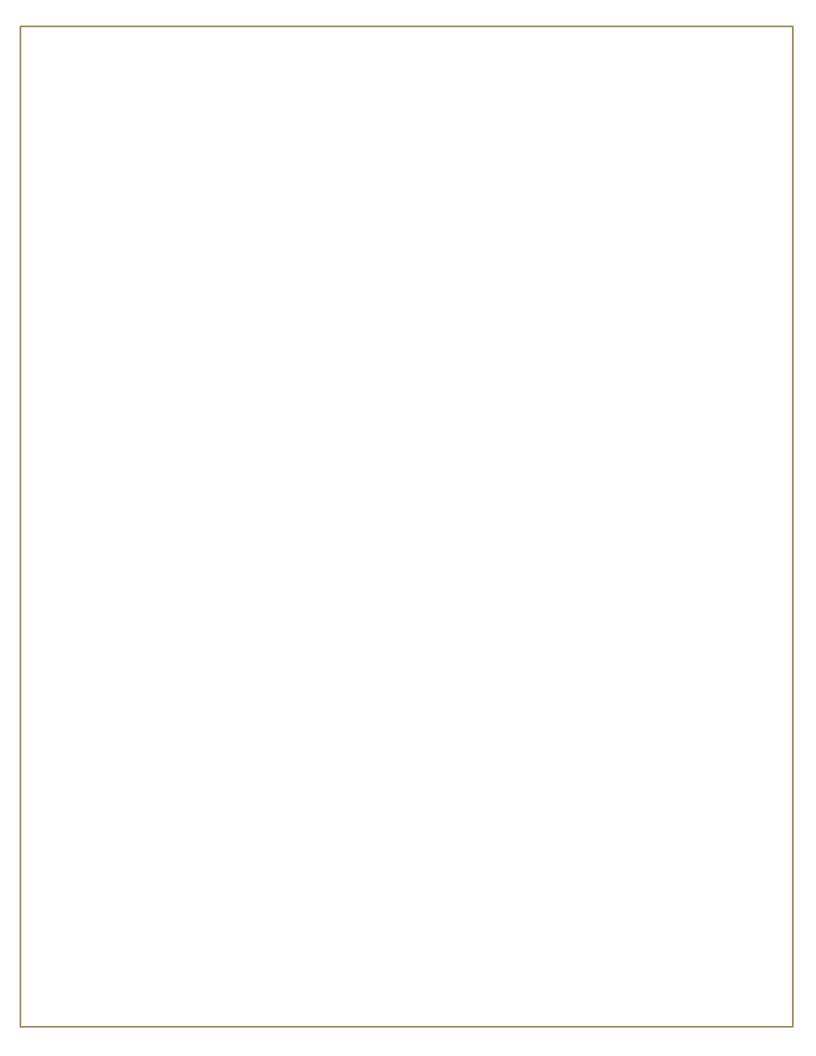




**Department of Municipal Affairs** and Housing

Municipal Profile and Financial Condition Indicators Results

2020-21



# Municipal Profile and Financial Condition Indicators Report

2020-2021 Fiscal Period

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#### **Contact Information**

novascotia.ca Novascotia

### Introduction

The Department of Municipal Affairs and Housing compiles municipal indicators on behalf of the Nova Scotia Government and Association of Municipal Administrators of Nova Scotia (AMANS) that focus on three areas:

- · financial matters;
- · administration of the municipality; and
- · characteristics of the community.

This report creates a snapshot from those financial and demographic statistics to help community members and decision makers better understand:

- · the municipality in which they live;
- · the municipality's key characteristics; and
- · the municipality's financial risks.

For example, the snapshot makes it easy to:

- compare the Three-Year Change in Tax Base indicator to understand the municipality's revenue growth in comparison to cost of living; and
- use the change in population to indicate whether a community's population is growing or declining and its potential impact on municipal revenues and expenses.



# **Chapter 1 - Municipal Profile**

Municipalities are diverse and operate within unique demographic and economic characteristics. These characteristics have a significant impact on municipal performance and subsequent strategies required to ensure a sustainable environment. This chapter outlines the unique demographic and economic characteristics of the Municipality, specifically its composition, population trends, demographics, median household income levels, employment rates, and educational attainment. The municipal profile trends could have impacts on the current and potential future tax base for a municipality.

# Municipal Profile Highlights

## **About the Municipality**

Name: Town of Mulgrave

County: Guysborough County

Approximate size: 18 km<sup>2</sup>

Number of dwellings: 358

100 Km

Figure 1- Location of Municipality

Government: 5 elected councillors (including the Mayor)

## **Population Highlights**

Population 2016: 720

Population 5-year trend: -9.3%

County 5-year trend: -6.1%

Demographic trend: Aging

Up to 19 Yrs. 21%

20 to 59 Yrs. 46%

Over 60 Yrs. 33%

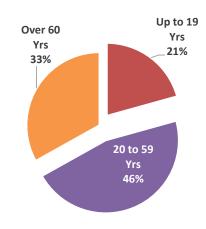


Figure 2 - Age Breakdown

# **Population Trends**

Population: 720

Provincial population: 0.1%

20-year trend: Declining [supported by Figure 3 below]

Age Trend: Majority between 40-69 years of age [supported by Figure 4 below]

#### Population Trend from 1996 to 2016

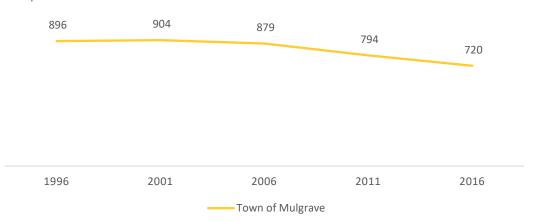


Figure 3 - Population from 1996-2016. Source: Statistics Canada

#### 2016 Population by Age

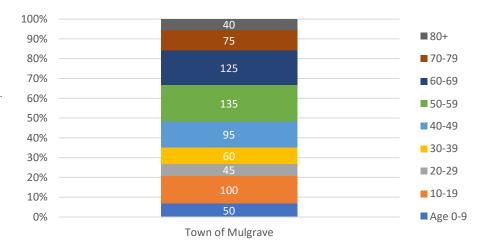


Figure 4 - Population by Age for 2016. Source: Statistics Canada

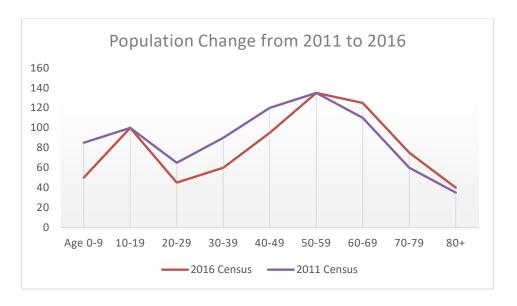


Figure 5- Population Age Change from 2011 to 2016. Source: Statistics Canada

According to the 2016 Census, unlike most towns, Mulgrave has a large youth population for the age group 10-19 but it also has a large population between the ages of 40 and 69 similar to most towns in Nova Scotia.

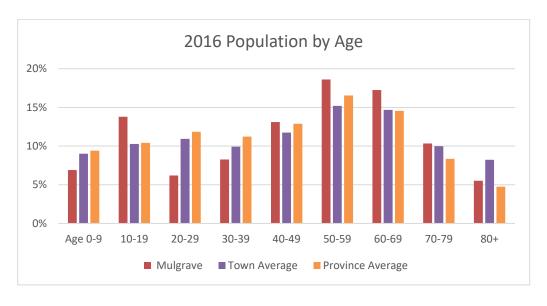


Figure 6 - Comparison of Population by Age for 2011 and 2016. Source: Statistics Canada

#### **Economic Indicators**

Along with population trends, employment rates and median household income are important economic indicators. Education levels can also play a crucial role in economic and social progress and can help improve income distribution. These factors provide an indication of the wellbeing of the economy and labour force.

	2016 Census	2011 Census	+/-	2016 Town Avg.
Median Household Income	\$62,720	\$36,200	\$26,520	\$48,934
Employment Rate	47.7%	50.8%	-3.1%	48.3%
Education Beyond High School	50.0%	49.2%	0.8%	52.0%

Source: 2011 and 2016 Statistics Canada Census

Median household income: Mulgrave's median household income is higher than the

provincial town average and has increased since 2011.

Employment rate: The Town of Mulgrave's employment rate is below the

provincial town average and it has declined.

Education level: Mulgrave's education level is lower than the provincial town average,

although it has increased since 2011.

#### **Municipal Comment:**

While the population of The Town of Mulgrave is aging, youth population is also above average. Lower than average workforce engagement is in part due to the aging population. It is worth noting that despite the lower workforce engagement, Mulgrave's median income of \$62,700 is higher than other Towns at \$48,900.

Financial Condition Indicator (FCI):

Residential Tax Effort FCI:

# **Chapter 2 - Assessment Information**

Since property taxes are a primary source of revenue for most municipalities, special emphasis has been placed on reviewing assessment trends.

1.4% Three-year change in Tax Base (Uniform Assessment)[1]:

growth does not keep pace with cost of living

16.2% dependent (high risk)

Reliance on a Single Business or Institution

2.2% has some flexibility (low risk)

The line graphs below show the five-year trend of residential and commercial portion of the municipality's taxable assessment.

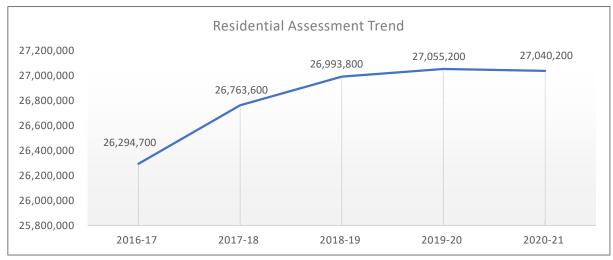


Figure 7 - Residential taxable assessment over the last five years. Source: 2016-17 to 2020-21 Statement of Estimates - Assessment

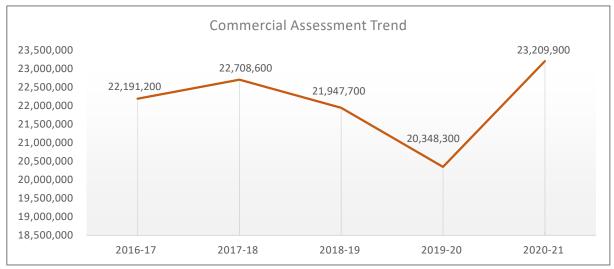


Figure 8 - Commercial taxable assessment over the last five years. Source: 2016-17 to 2020-21 Statement of Estimates - Assessment

<sup>11</sup> Uniform assessment is the value of a municipality's taxable property assessment plus the capitalized value of payments in lieu of taxes.

# **Chapter 3 - Financial Information**

#### **General Overview:**

Audited financial statements are presented on a consolidated basis. These consolidated financial statements present all municipal entities as one single reporting entity:

- · all the individual funds managed by the Municipality
- organizations or enterprises that the Municipality owns or controls, such as:
  - · Water Utility

The Municipality's non-consolidated financial statements present only the individual funds managed by the Municipality, such as the General Operating Fund, General Capital Fund, Non-operating Reserve Fund, Operating Reserve Fund and, if applicable, Water Operating Fund, Water Capital Fund, Water Reserve Fund, Electric Operating Fund, Electric Capital Fund, and Electric Reserve Fund. Non-consolidated financial statements are reconciled but not audited<sup>2</sup>.

#### **Financial Reporting Compliance:**

Audited Financial Statements and Financial Information Return Submitted:

Submission of financial information:

Before deadline<sup>3</sup>

Financial statements include:

Remuneration and Expenses for Elected

Unqualified Opinion:

Yes

Quarterly Expense and Hospitality Report posted online:

Yes

Summary Expense and Hospitality Report submitted:

Yes

Yes

<sup>&</sup>lt;sup>2</sup> Please be advised that, although the Department reconciles, at a high level, a municipality's non-consolidated financial statements to the consolidated financial statements, the non-consolidated financial statements are usually not audited nor presented in full accordance with Canadian public sector accounting standards.

<sup>&</sup>lt;sup>3</sup> Annually, municipalities are required to submit their financial information by Sept 30th, with an exception made for the 2020-21 FIR, which was due November 24.

# **Financial Highlights**

#### Revenue

Total consolidated revenue: \$2.6 million
Revenue generated from own souce revenue \*: \$2.3 million
Total general operating revenue: \$2.0 million

Largest general operating revenue: 80%

Net property taxes and payments in lieu of taxes

#### **Expenses**

Total consolidated expenses: \$2.4 million

Total general operating expenses: \$1.8 million

Largest general operating expense: 43%

General government services

#### **Annual Surplus**

Annual consolidated surplus (deficit): \$0.2 million

Consolidated accumulated surplus (deficit): \$8.8 million

Annual general operating surplus (deficit): \$60 thousand

#### Debt

Total consolidated long-term debt: \$1.6 million

Total general capital fund long-term debt: \$0.3 million

General operating fund bank indebtedness: \$0.0

<sup>\*</sup>excluding government transfers

#### Revenue:

# \$2.6 M

### 2021 Consolidated Revenue

Total consolidated revenue: \$2.6 million
Largest revenue: \$1.6 million

Net property taxes and payments in lieu of taxes

Revenue generated from own source revenue: 88%

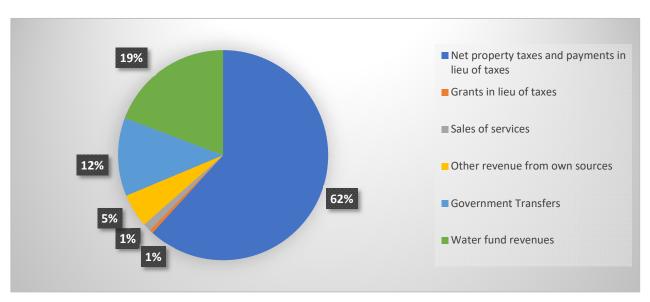


Figure 9 - Consolidated Revenue Source: 2020-21 Financial Information Return

The graph above and table below show the Municipality's consolidated revenue divided into categories.

	Consolidated Revenue
Net property taxes and payments in lieu of taxes	\$1,619,170
Grants in lieu of taxes	\$14,432
Services provided to other governments	\$0
Sales of services	\$32,248
Other revenue from own sources	\$135,982
Government Transfers	\$316,053
Net income from government business enterprises	\$0
Water fund revenues	\$504,817
Electric fund revenues	\$0_
	\$2,622,702

# \$2.0 M

## 2021 General Operating Revenue

Total general operating revenue: \$2.0 million

Largest general operating revenue: 80%

Net property taxes and payments in lieu of taxes

Uncollected Taxes Financial Condition Indicator (FCI): 13.0% Reliance on Government Transfers FCI: 11.5%

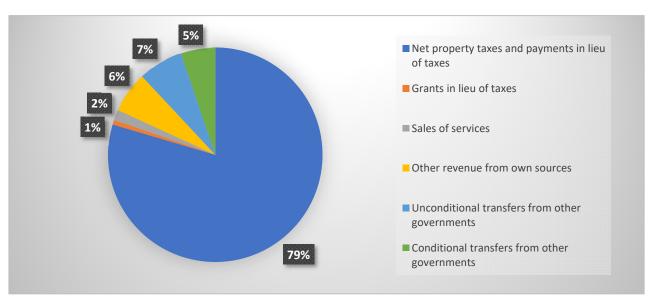


Figure 10 - General Operating Fund Revenue Source: 2020-21 Financial Information Return

The graph above and table below show the Municipality's general operating fund revenue divided into categories.

	General Operating Revenue
Net property taxes and payments in lieu of taxes	\$1,619,170
Grants in lieu of taxes	\$14,432
Services provided to other governments	\$0
Sales of services	\$32,248
Other revenue from own sources	\$126,013
Unconditional transfers from other governments	\$137,928
Conditional transfers from other governments	\$105,520
	\$2,035,311

## **Expenses:**

# **\$2.4 M**2021 Consolidated Expenses

Total consolidated expenses: \$2.4 million
Largest expense: 32%
General government services

■ General government services

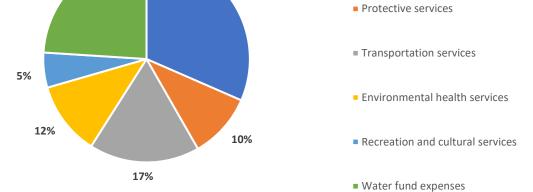


Figure 11 - Consolidated Expenses Source: 2020-21 Financial Information Return

The graph above and table below show the Municipality's consolidated expenses divided into categories.

	Consolidated Expenses
General government services	\$769,081
Protective services	\$248,578
Transportation services	\$421,031
Environmental health services	\$281,330
Public health services	\$0
Environmental development services	\$0
Recreation and cultural services	\$133,398
Extraordinary or special items	\$0
Water fund expenses	\$584,923
Electric fund expenses	\$0
	\$2,438,341

# \$1.8 M

# 2021 General Operating Expenses

Total general operating expenses: \$1.8 million Largest general operating expense: 43%

General government services

General operating reserves as a percentage of total general operating expenses:

25.3%

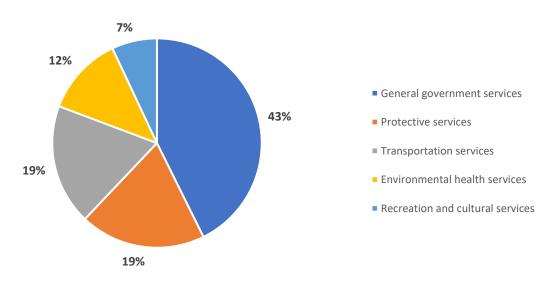


Figure 12 - General Operating Fund Expenses Source: 2020-21 Financial Information Return

The graph above and table below show the Municipality's general operating fund expenses divided into categories.

	General Operating
	Expenses
General government services	\$752,446
Protective services	\$342,067
Transportation services	\$328,639
Environmental health services	\$216,875
Public health services	\$0
Environmental development services	\$0
Recreation and cultural services	\$123,143
Extraordinary or special items	\$0
	\$1,763,170

The graph below shows the expense by function for the municipal operations or General Operating Fund expenses compared to the provincial town average.

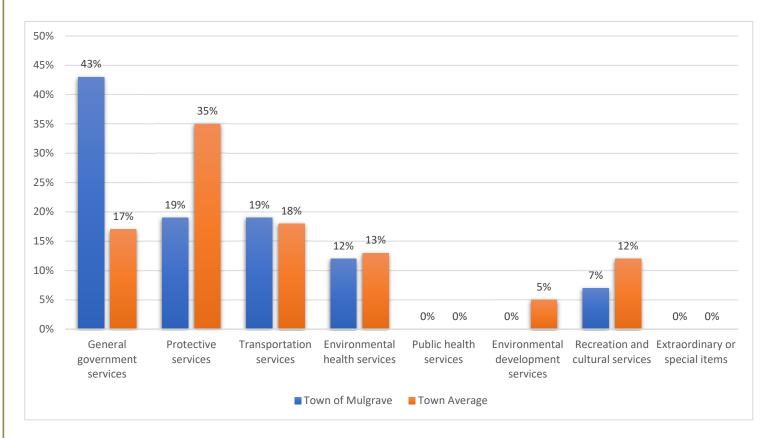


Figure 13 - Comparison of General Operating Fund Expenses to Provincial Town Average. Source: 2020-21 Financial Information Return

## **Accumulated Surplus (Deficit)**

Annual Surplus: Revenue - Expenses

Note: Annual surplus is added to the accumulated surplus (deficit)

Annual consolidated surplus (deficit): \$0.2 million

Consolidated accumulated surplus (deficit): \$8.8 million

Annual general operating surplus (deficit): \$60 thousand

Number of Deficits in the Last 5 Years Financial Condition Nil

Indicator (FCI):

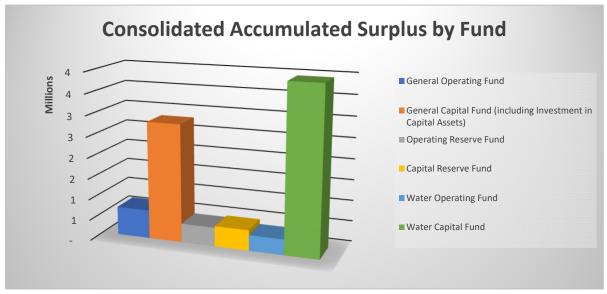


Figure 14 - Consolidated Accumulated Surplus by Fund. Source: 2020-21 Financial Information Return

## Debt

Total consolidated long-term debt:	\$1.6 million
Total general capital fund long-term debt:	\$0.3 million
Debt Service Financial Condition Indicator (FCI):	2.3%
Operating fund bank indebtedness:	\$0.0
Outstanding Operating Debt FCI (as a percentage of Net Property Taxes/Payment in Lieu of Taxes, Grants in Lieu of	0.0%

# **Chapter 4 - Financial Condition Indicators: House Model**



The Financial Condition Indicators (FCIs) condense multiple sources of information into a single visual "House Model" graph. The House Model gives a quick visual of a municipality's strengths and possible areas where a municipality may want to focus its attention.

#### The Model:

The Model consists of 12 indicators organized into base, structure and roof, focusing on:

- roof: 4 key performance indicators;
- structure: 5 financial indicators that concern management and debt; and
- base: 3 indicators relating to internal and external factors that could impact the municipality's revenue stream.

#### Risk thresholds:

Each indicator is assessed against a risk threshold:

- low risk (green);
- moderate risk (yellow); and
- high risk (red).

#### **Overall assessment:**

The Department calculates an overall assessment for fiscal instability:

- low risk (green): 9-12 FCIs meet low risk threshold;
- moderate risk (yellow): 7-8 FCIs meet low risk threshold; and
- high risk (red): 6 or less FCIs meet low risk threshold.

#### For Comparison:

Prior years included the 5-Year Budget Accuracy as a financial condition indicator. Due to the impact of COVID-19, use of the 5-Year Budget Accuracy indicator has been suspended for 2020-2021 and 2021-2022. Its future inclusion or possible replacement will be re-evaluated for the 2022-2023 municipal reports.

## **Overall Assessment**

**Overall Assessment for:** Town of Mulgrave

Financial Condition: Moderate Risk

The overall Financial Condition Index assessment for the Town

of Mulgrave is Moderate Risk.

This means that while the Municipality has some challenges, it is considered

moderate risk for fiscal instability.

**Comparison:** The majority of towns are at low risk (see chart below).

# OVERALL RESULTS FOR TOWNS FOR 2020-21



#### Financial Condition Indicators Highlights for 2020-21

Overall Assessment Yellow (moderate risk)

The overall Financial Conditions Index assessment for the Town of Mulgrave is yellow (moderate risk). This means that while the Municipality might face some challenges, it is considered moderate risk for fiscal instability.

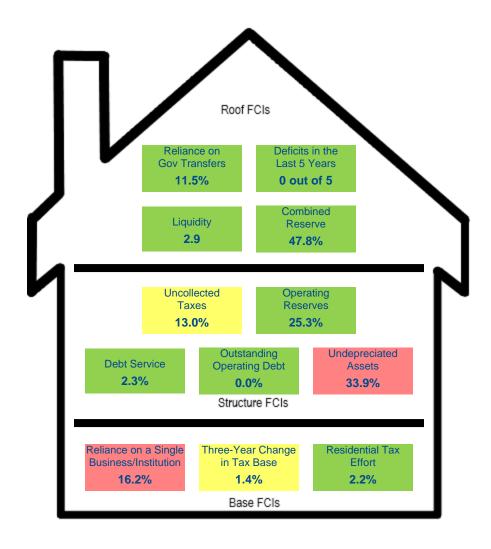
As shown in the House model below, Mulgrave's FCIs are comprised of:

Low Risk (green): 8 Indicators

Moderate Risk (yellow): 2 Indicators

High Risk (red): 2 Indicators

Details on the individual FCI assessments are provided below.



# **Two-Year Comparison of Financial Condition Indicators**

BASE	2020-21	2019-20	+/-
3-year Change in Tax Base	1.4%	8.7%	-7.3%
Reliance on a Single Business or Institution	<b>1</b> 6.2%	<b>1</b> 8.1%	-1.9%
Residential Tax Effort	2.2%	2.2%	0.0%
STRUCTURE			
Uncollected Taxes	13.0%	11.6%	1.4%
Operating Reserves	25.3%	19.0%	6.3%
Debt Service	2.3%	2.4%	-0.1%
Outstanding Operating Debt	0.0%	0.0%	0.0%
Undepreciated Assets	33.9%	<b>33.1%</b>	0.8%
ROOF			
Deficits in the Last 5 Years	0/5	0/5	0
Liquidity	2.9	2.5	0.4
Reliance on Government Transfers	11.5%	9.0%	2.5%
Combined Reserve	47.8%	<b>58.9%</b>	-11.1%
		•••••	

 $<sup>^{\</sup>star}$  For 3-year Change in Tax Base, CPI % change for 2020-21 is 6.7% and for 2019-20 is 3.2%

# The Base FCI Indicators

## Reliance on a Single Business or Institution

2020-21 Results: High risk 16.2%

The largest single commercial or institutional account is 16.2% of

the Municipality's total Uniform Assessment.

What does it mean? The Municipality is showing vulnerability in this area.

The Municipality's tax base is highly dependent on one single

business or institution.

Calculation: Taxable assessment value of the largest business

or institution

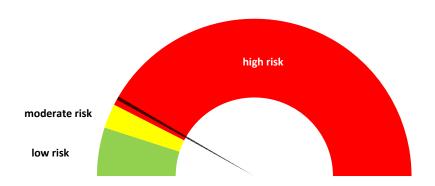
Uniform Assessment = 16.2%

Risk Thresholds:

Low: Less than 10%

Moderate: 10% to 15%

High: Greater than 15%



#### **Residential Tax Effort**

2020-21 Results: Low risk 2.2%

2.2% of median household income is required to pay the average

tax bill.

What does it mean? The Municipality has some flexibility to increase the taxes, if

required

This indicator helps council assess the affordability of municipal

taxes in relation to the current service levels.

Calculation: Total residential tax revenue per dwelling unit

Median Household Income

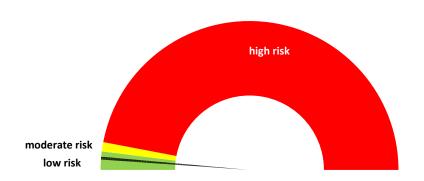
- = 2.2%

Risk Thresholds:

Low: Less than 4%

Moderate: 4% to 6%

High: Greater than 6%



### Three-Year Change in Tax Base

2020-21 Results: Moderate risk 1.4%

What does it mean? Growth is below the CPI % change of 6.7% but above 0%.

The Municipality's tax base is not keeping up with the cost of municipal

services and programs.

Calculation: Current Uniform Assessment - Uniform Assessment

3 Years Prior

Uniform Assessment 3 Years Prior

= 1.4%

**Risk Thresholds:** 

Low: Equal or above CPI% Change

Moderate: Below CPI % Change, but not negative growth

High: Negative growth

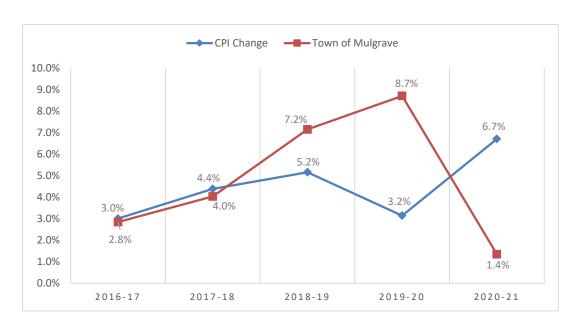


Figure 15- Three-year change in Uniform Assessment in comparison to three-year change in CPI for the last 5 years. Source: Statement of Estimates-Assessment and Statistics Canada

# FCI Indicators - Structure (Management) Indicators

#### **Debt Service**

2020-21 Results: Low risk 2.3%

2.3% of own source revenue is spent on principal and interest

= 2.3%

payments.

What does it mean? With adequate cash flow, the Municipality may have the flexibility to

increase borrowing levels to help finance future capital

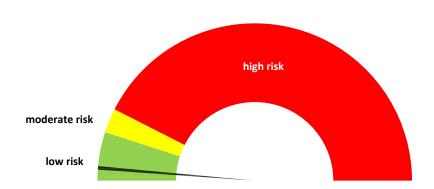
expenditures.

Calculation: Principal and Interest Paid on Long-term Debt

Total Own Source Operating Revenue

Risk Thresholds: Low: Less than 10%

Moderate: 10% to 15% High: Greater than 15%



## **Outstanding Operating Debt**

2020-21 Results: Low risk 0.0%

What does it mean? The Municipality is not carrying any operating debt.

Total Outstanding Operating Debt

Total Own Source Operating Revenue

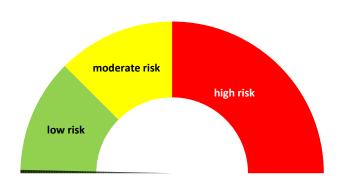
= 0.0%

Risk Thresholds:

Low: Less than 25%

Moderate: 25% to 50%

High: Greater than 50%



## **Operating Reserve**

2020-21 Results: Low risk 25.3%

What does it mean? The Municipality is setting aside sufficient funds to help mitigate any

unforeseen risks or future needs

This indicator provides the value of funds set aside for planned future needs, to smooth expenses or for unexpected expenses.

Calculation: Total Operating Reserve Fund Balance

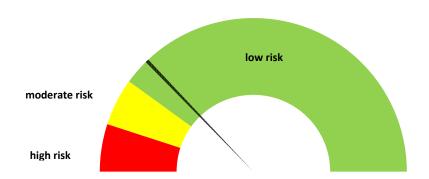
Total Operating Expenditures = 25.3%

Risk Thresholds:

Low: Greater than 20%

Moderate: 10% to 20%

High: Less than 10%



### **Uncollected Taxes**

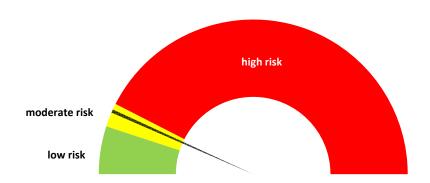
2020-21 Results: Moderate risk 13.0%

What does it mean? The Municipality is experiencing challenges managing tax revenue

Calculation: Total Cumulative Uncollected Taxes - = 13.0%

Total Taxes Billed in Current Fiscal Year

Risk Thresholds: Low: Less than 10% Moderate: 10% to 15% High: Greater than 15%



### **Undepreciated Assets**

2020-21 Results: High risk 33.9%

What does it mean? This indicator estimates that the Town's capital assets have 33.9%

of their useful life remaining.

Municipalities across Canada are facing sufficient infrastructure challenges. This indicates that the Municipality is experiencing more

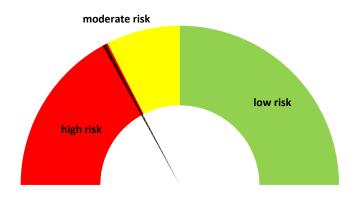
of an infrastructure challenge than other municipalities.

Calculation: Total Net Book Value of Capital Assets

Gross Costs of Capital Assets = 33.9%

Risk Thresholds: Low: Greater than 50%

Moderate: 35% to 50% High: Less than 35%



# FCI - Roof (Key Performance) Indicators - the ability to meet current and future needs in a balanced and independent manner

#### **Reliance on Government Transfers**

2020-21 Results: Low risk 11.5%

What does it mean? The Municipality is not dependent on another level of government to

meet its service obligations.

Calculation: Total Government Transfers = 11.5%

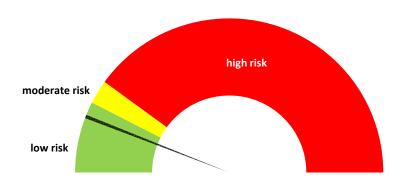
Total Revenue

Risk Thresholds:

Low: Less than 15%

Moderate: 15% to 20%

High: Greater than 20%



#### **Number of Deficits in the Last 5 Years**

2020-21 Results: Low risk 0 Operating deficits in the last five years

What does it mean? Deficits are important indications of financial health. The result indicates

that the Municipality is able to meet its needs in a balanced manner and

maintain a balanced budget.

Calculation: The number of non-consolidated operating deficits in the

last five years

= 0

Risk Thresholds:

Low: 0 in the last 5 years

Moderate: 1 or more in the last 5 years

High: 1 or more in the last 2 years with one material deficit

(0.5% of operating expenses)

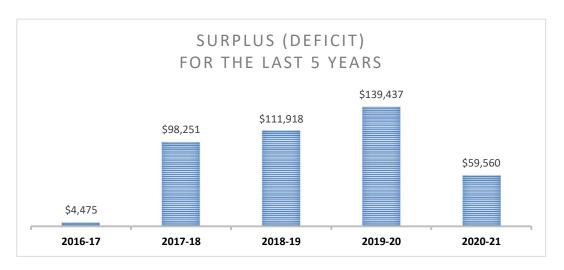


Figure 17- Annual operating fund surplus (deficit) for the last 5 years. Source: Financial Information Return

## Liquidity

2020-21 Results: Low risk 2.9

What does it mean? Liquidity is key to financial performance.

The result indicates that the Municipality does not have a cash flow

problem and is able to meet its service obligations.

Calculation: Total Current Financial Assets = 2.9

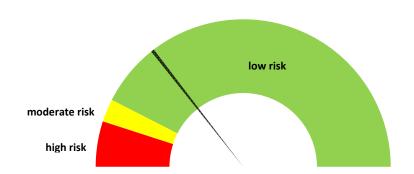
Total Current Liabilities

Risk Thresholds:

Low: Greater than 1.5

Moderate: 1 to 1.5

High: Less than 1



#### **Combined Reserves**

2020-21 Results: Low risk 47.8%

What does it mean? This result indicates that the Town does appear to have sufficient

reserves needed to address unexpected events or provide flexibility to

address future projects.

Reserves are critical components of a municipality's long-term sustainability. This indicator shows the value of the funds held in the reserves compared to a single year's operation, including amortization

expenses.

Calculation: Total Operating and Capital Reserves

Total Operating Expenses plus Amortization = 47.8%

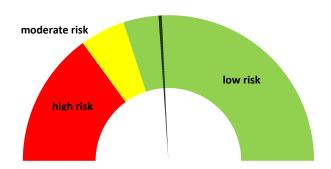
Expense

**Risk Thresholds:** 

Low: Greater than 40%

Moderate: 30% to 40%

High: Less than 30%



## **Appendix I - Additional Resources**

Nova Scotia Government's Open Data Portal (data.novascotia.ca)

This portal provides access to various government data in a free, accessible, machine-readable format. Financial datasets currently published through the Nova Scotia Government's Open Data Portal:

- 911 Municipal Grants
- Consolidated Revenues and Expenses by Municipality
- · Municipal Affairs Funding Programs
- · Emergency Services Provider Fund
- Farm Land Grant
- Financial Condition Indicators by Municipality
- · Municipal Contributions to Roads
- Municipal Financial Capacity Grant (formally equalization program)
- Municipal Operating Fund- Summary of Revenue and Expenses by Municipality
- Municipal Operating Expenses by Function -10 Year Summary
- Municipal Operating Revenue by Source -10 Year Summary
- · Municipal Property Tax Rates
- · Nova Scotia Power Grant-in-Lieu
- Uniform Assessment

# **Appendix II - Municipal Website**

Municipal website is townofmulgrave.ca

A municipality's website can be a helpful resource to access various financial information. Currently, most municipal websites provide:

- Audited Financial Statements
- Approved Operating Budget
- · Quarterly Municipal Councilor and CAO Expense Report
- Quarterly Municipal Hospitality Expense Report

# **Contact Municipal Affairs and Housing**

For more information, for support in action plan development, or to obtain a guide on action plan development: municipalfinance@novascotia.ca

