

Quarterly Survey of Municipal Short Term Debt

for the three months ending

Confidential when completed.

Si vous préférez recevoir ce questionnaire en français, veuillez cocher

Please return one completed form by the 15th of the month following the period under review to:

Statistics Canada
170, Tunney's Pasture Driveway
Operations and Integration Division,
JT2-B15
Ottawa, Ontario, K1A 0T6

For office use

C 800 =

Guide**Authority**

The collection of this information is authorized by the *Statistics Act*, Revised Statutes of Canada, 1985, Chapter S19.

COMPLETION OF THIS QUESTIONNAIRE IS A LEGAL REQUIREMENT UNDER THIS ACT.

Confidentiality

Statistics Canada is prohibited by law from releasing any information it collects which could identify any person, business, or organization, unless consent has been given by the respondent or as permitted by the *Statistics Act*. Statistics Canada will use the information from this survey for statistical purposes.

Data Sharing Agreements

To reduce respondent burden, Statistics Canada has entered into data sharing agreements with provincial and territorial statistical agencies and other government organizations, which have agreed to keep the data confidential and use them only for statistical purposes. Statistics Canada will only share data from this survey with those organizations that have demonstrated a requirement to use the data.

For further details regarding data sharing agreements, please consult the enclosed letter or contact us.

Purpose

This survey is conducted by the Public Sector Statistics Division. It is designed to collect up-to-date statistics on short term debt respecting municipalities and their agencies. The survey results, together with similar data respecting other governments and the corporate sector, provide input for the quarterly submission to the Financial Flow Accounts of the System of National Accounts and to the Bank of Canada. Your information may also be used by Statistics Canada for other statistical and research purposes.

Definitions and Instructions

1. "Short term" debt is defined as marketable and non-marketable securities and loans having an original maturity of one year or less.
2. Bankers' Acceptances: Bankers' acceptances are short-term debt instruments issued at a discount and guaranteed by the customer's bank for a fee.
3. Treasury Bills: Instruments described as negotiable bearer notes with an original term to maturity of one year or less issued at a discount without coupons. Treasury bills are issued by governments only.
4. Promissory Notes: An unconditional promise in writing made by one person to another, signed by the maker, engaged to pay, on demand or at a fixed time, a specific amount of money, to, or to the order of a specified person, or to bearer.
5. Short term debt transactions (borrowings and repayments) should be shown for the General Funds of the municipality (i.e. both Current (Operating) and Capital e.g., borrowing pending issuance of debentures).
6. For ease of reporting, please use a separate form for each type of currency.
7. There is a primary need to identify short term debt secured by treasury bills – the remainder should be shown according to type of lender.
8. There is need to identify inter-governmental (and government agency) borrowings. Other Municipalities should include "regional" type municipalities as well as regional boards and agencies e.g., regional health districts and conservation authorities.
9. If any questions should arise regarding the completion of this form, please call the Institutional Statistics Section at 1-866-301-3784. FAX 613-951-0709 / 1-800-755-5514, (E-mail statcan.piu-uip.statcan@canada.ca).

Fax / E-mail Transmission Disclosure

Statistics Canada advises you that there could be a risk of disclosure during the transmission of information by facsimile or e-mail. However, upon receipt, Statistics Canada will provide the guaranteed level of protection afforded all information collected under the authority of the *Statistics Act*.

Further Information

<http://www.statcan.gc.ca>

Quarterly Survey of Municipal Short Term Debt

Indicate type of currency reported:

- Canadian dollars
 U.S. dollars
 Other - *specify:* _____

	Balance at beginning of quarter (\$'000)	New Borrowings (sales) (\$'000)	Repayments (redemptions) (\$'000)	Balance at end of quarter (\$'000)
1. TREASURY BILLS Issued by your municipality (at par or face value)	641	642	643	644
OTHER SHORT TERM COMMERCIAL PAPER (Include Promissary Notes, Bankers' Acceptances, other paper, etc.)				
2. Chartered Banks (exclude bank loans and overdrafts)	711	712	713	714
3. Credit Unions	721	722	723	724
4. Investment dealers	731	732	733	734
5. Other Lenders - <i>specify:</i>				
	871	872	873	874
SHORT TERM LOANS FROM GOVERNMENTS AND THEIR AGENCIES				
6.1 Federal Government	741	742	743	744
6.2 Federal Agencies (Crown Corp.)	751	752	753	754
6.3 Provincial Government	761	762	763	764
6.4 Provincial Agencies (Crown Corp.)	771	772	773	774
6.5 Other Municipalities - <i>specify:</i>				
	781	782	783	784
	791	792	793	794
	801	802	803	804
6.6 Own Municipal Agencies (Utility/Enterprise)				
Hydro	811	812	813	814
Transit	821	822	823	824
Telephone	831	832	833	834
Gas	841	842	843	844
Other - <i>specify:</i>	851	852	853	854
6.7 School Boards	861	862	863	864
COLUMN TOTALS	881	882	883	884

STATISTICS CANADA USE

Edited		Reconciled	
Checked		Captured	
Captured			

Signature	Title	E-mail
Telephone no.	Fax no.	Date Day Month Year

**Thank you very much for your cooperation.
Please return the questionnaire in the enclosed envelope.**