

**SADDLE HILLS COUNTY**  
**CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

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## Management's Responsibility

To the Reeve and Council of Saddle Hills County:

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian generally accepted accounting principles. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the consolidated financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Council is composed entirely of Councilors who are neither management nor employees of the County. The Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the financial statements. The Council fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management, and external auditors. Council is responsible for the appointment of the County's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the Council to audit the consolidated financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Council and management to discuss their audit findings.

April 28, 2020



Chief Administrative Officer

# Independent Auditor's Report

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To the Audit Committee of Saddle Hills County:

## Opinion

We have audited the consolidated financial statements of Saddle Hills County (the "Municipality"), which comprise the consolidated statement of financial position as at December 31, 2019, and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2019, and the results of its operations, net financial assets and its cash flows for the 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 Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the consolidated 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.

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

Management is responsible for the preparation and fair presentation of the consolidated 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 the consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Municipality'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 Municipality or to cease operations, or has no realistic alternative but to do so.

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

## Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated 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 consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality'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 Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Peace River, Alberta

April 28, 2020

*MNP LLP*

Chartered Professional Accountants

**SADDLE HILLS COUNTY  
CONSOLIDATED STATEMENT OF FINANCIAL POSITION  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	2019 \$	2018 \$
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents (Note 2)	<u>7,485,501</u>	16,142,660
Accounts receivable (Note 3)	<u>7,527,849</u>	5,632,886
Long-term investments (Note 4)	<u>66,522,971</u>	63,580,293
Land held for resale	<u>352,711</u>	-
	<u><b>81,889,032</b></u>	<u>85,355,839</u>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities (Note 5)	<u>5,054,541</u>	3,198,276
Deferred revenue (Note 6)	<u>344,038</u>	2,351,687
Landfill closure and post-closure costs (Note 7)	<u>5,546,435</u>	5,463,356
	<u><b>10,945,014</b></u>	<u>11,013,319</u>
<b>NET FINANCIAL ASSETS</b>	<u><b>70,944,018</b></u>	<u>74,342,520</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Schedule 2)	<u>138,540,928</u>	124,919,912
Inventory for consumption (Note 8)	<u>1,510,273</u>	555,555
Prepaid expenses	<u>447,003</u>	357,088
	<u><b>140,498,204</b></u>	<u>125,832,555</u>
<b>ACCUMULATED SURPLUS</b> (Schedule 1, Note 9)	<u><b>211,442,222</b></u>	<u>200,175,075</u>

Contingencies and Commitments - See Note 12 and 13

Approved by

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Reeve

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Chief Administrative Officer

See accompanying notes to the financial statements

**SADDLE HILLS COUNTY  
CONSOLIDATED STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Budget \$	2019 \$	2018 \$
<b>REVENUE</b>			
Net municipal property taxes (Schedule 3)	33,057,265	<b>33,069,475</b>	30,247,671
Oil well drilling equipment tax	1,500,000	<b>1,415,605</b>	2,621,435
Return on investments	1,302,000	<b>1,815,798</b>	1,690,352
Other	591,605	<b>811,097</b>	234,192
Government transfers for operating (Schedule 4)	780,126	<b>588,097</b>	426,365
User fees and sale of goods	732,271	<b>780,862</b>	764,893
Penalties and costs on taxes	100,000	<b>97,073</b>	83,970
<b>Total revenues</b>	<u>38,063,267</u>	<u><b>38,578,007</b></u>	<u>36,068,878</u>
<b>EXPENSES</b>			
<b>Operating</b>			
Road and bridge projects	13,634,149	<b>14,761,666</b>	14,571,513
Administrative	7,777,798	<b>5,582,764</b>	4,179,608
Agriculture and land development	2,907,209	<b>2,170,415</b>	1,958,366
Protective services	1,750,529	<b>1,650,584</b>	1,535,760
Water and wastewater	1,985,185	<b>1,811,039</b>	1,492,901
Recreation and culture	3,620,992	<b>3,714,457</b>	1,477,730
Legislative	2,549,200	<b>2,860,623</b>	1,435,570
Waste management	970,424	<b>862,034</b>	952,501
Common services	1,525,543	<b>1,220,968</b>	907,786
Family and community support services	54,448	<b>35,104</b>	38,523
<b>Total Expenses</b>	<u>36,775,477</u>	<u><b>34,669,654</b></u>	<u>28,550,258</u>
<b>EXCESS OF REVENUE OVER EXPENSES - BEFORE OTHER</b>	1,287,790	<b>3,908,353</b>	7,518,620
<b>OTHER</b>			
Government transfers for capital (Schedule 4)	7,568,773	<b>7,206,970</b>	5,184,417
Gain (loss) on disposal of tangible capital assets	-	<b>151,824</b>	16,041
<b>EXCESS OF REVENUE OVER EXPENSES</b>	8,856,563	<b>11,267,147</b>	12,719,078
<b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>	200,175,075	<b>200,175,075</b>	187,455,997
<b>ACCUMULATED SURPLUS, END OF YEAR</b>	<u>209,031,638</u>	<u><b>211,442,222</b></u>	<u>200,175,075</u>

See accompanying notes to the financial statements

**SADDLE HILLS COUNTY  
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Budget \$	2019 \$	2018 \$
	<u>                    </u>	<u>                    </u>	<u>                    </u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	8,856,563	<b>11,267,147</b>	12,719,078
Acquisition of tangible capital assets	(39,566,976)	<b>(18,298,643)</b>	(15,316,324)
Proceeds on disposal of tangible capital assets	(183,000)	<b>173,167</b>	1,425,311
Amortization of tangible capital assets	-	<b>4,656,285</b>	4,224,004
(Gain) loss on sale of tangible capital assets	-	<b>(151,825)</b>	(16,041)
	<u>(39,749,976)</u>	<u><b>(13,621,016)</b></u>	<u>(9,683,050)</u>
Acquisition of supplies inventories	-	<b>(1,510,273)</b>	(555,555)
Use of supplies inventories	-	<b>555,555</b>	1,124,394
Acquisition of prepaid assets	-	<b>(447,003)</b>	(357,088)
Use of prepaid assets	-	<b>357,088</b>	130,842
	<u>-</u>	<u><b>(1,044,633)</b></u>	<u>342,593</u>
<b>INCREASE IN NET FINANCIAL ASSETS</b>	(30,893,413)	<b>(3,398,502)</b>	3,378,621
<b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b>	<u>74,342,520</u>	<u><b>74,342,520</b></u>	<u>70,963,899</u>
<b>NET FINANCIAL ASSETS, END OF YEAR</b>	<u><u>43,449,107</u></u>	<u><u><b>70,944,018</b></u></u>	<u><u>74,342,520</u></u>

**SADDLE HILLS COUNTY  
CONSOLIDATED STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	2019 \$	2018 \$
<b>NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:</b>		
<b>OPERATING</b>		
Excess of revenues over expenses	11,267,147	12,719,078
(Gain) loss on sale of tangible capital assets	(151,824)	(16,041)
Non-cash items included in excess (shortfall) of revenues over expenses:		
Amortization of tangible capital assets	4,656,285	4,224,004
Non-cash charges to operations (net change):		
Decrease (increase) in trade and other receivables	(1,894,962)	(356,661)
Decrease (increase) in inventory for consumption	(954,718)	568,841
Decrease (increase) in prepaid expenses	(89,915)	(226,246)
Decrease (increase) in land held for resale	(352,711)	-
Increase (decrease) in accounts payable and accrued liabilities	1,856,263	(1,156,912)
Increase (decrease) in deferred revenue	(2,007,649)	(193,086)
Increase (decrease) in provision for landfill closure and post-closure (Note 7)	83,079	201,678
Cash provided by operating transactions	<u>12,410,995</u>	<u>15,764,655</u>
<b>CAPITAL</b>		
Acquisition of tangible capital assets	(18,298,643)	(15,316,324)
Sale of tangible capital assets	173,167	1,425,311
Cash applied to capital transactions	<u>(18,125,476)</u>	<u>(13,891,013)</u>
<b>INVESTING</b>		
Decrease (increase) in investments	<u>(2,942,678)</u>	<u>(887,713)</u>
<b>CHANGE IN CASH AND EQUIVALENTS DURING THE YEAR</b>	<b>(8,657,159)</b>	985,929
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<u>16,142,660</u>	<u>15,156,731</u>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<u><u>7,485,501</u></u>	<u><u>16,142,660</u></u>
See accompanying notes to the financial statements		
	2019 \$	2018 \$
<b>Cash and cash equivalents is made up of:</b>		
Cash and temporary investments (Note 2)	<u><u>7,485,501</u></u>	<u><u>16,142,660</u></u>

**SADDLE HILLS COUNTY  
CONSOLIDATED SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS  
FOR THE YEAR ENDED DECEMBER 31, 2019  
SCHEDULE 1**

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2019 \$	2018 \$
<b>BALANCE, BEGINNING OF YEAR</b>	-	75,255,163	124,919,912	<b>200,175,075</b>	187,455,997
Excess of revenues over expenses	11,267,147	-	-	<b>11,267,147</b>	12,719,078
Unrestricted funds designated for future use	2,353,869	(2,353,869)	-	-	-
Restricted funds used for operations	-	-	-	-	-
Current year funds used for tangible capital assets	(18,298,643)	-	18,298,643	-	-
Disposal of assets (at net book value)	21,342	-	(21,342)	-	-
Annual amortization expense	4,656,285	-	(4,656,285)	-	-
Long term debt repaid	-	-	-	-	-
Change in accumulated surplus	-	(2,353,869)	13,621,016	<b>11,267,147</b>	12,719,078
<b>BALANCE, END OF YEAR</b>	-	72,901,294	138,540,928	<b>211,442,222</b>	200,175,075

See accompanying notes to the financial statements

**SADDLE HILLS COUNTY  
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2019  
SCHEDULE 2**

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2019 \$	2018 \$
<b>COST:</b>								
<b>BALANCE, BEGINNING OF YEAR</b>	1,503,706	3,230,801	23,526,353	138,730,447	11,492,419	2,100,764	<b>180,584,490</b>	168,964,240
Acquisition of tangible capital assets	-	702,050	3,410,505	12,963,458	1,070,151	152,479	<b>18,298,643</b>	15,316,324
Disposal of tangible capital assets	-	-	-	(123,487)	(362,008)	(269,292)	<b>(754,787)</b>	(3,696,074)
<b>BALANCE, END OF YEAR</b>	<b>1,503,706</b>	<b>3,932,851</b>	<b>26,936,858</b>	<b>151,570,418</b>	<b>12,200,562</b>	<b>1,983,951</b>	<b>198,128,346</b>	180,584,490
<b>ACCUMULATED AMORTIZATION:</b>								
<b>BALANCE, BEGINNING OF YEAR</b>	-	511,787	2,146,000	47,797,575	4,169,103	1,040,113	<b>55,664,578</b>	53,727,374
Annual amortization	-	76,892	348,676	3,028,512	962,308	239,897	<b>4,656,285</b>	4,224,004
Accumulated amortization on disposals	-	-	-	(123,487)	(340,666)	(269,292)	<b>(733,445)</b>	(2,286,800)
<b>BALANCE, END OF YEAR</b>	<b>-</b>	<b>588,679</b>	<b>2,494,676</b>	<b>50,702,600</b>	<b>4,790,745</b>	<b>1,010,718</b>	<b>59,587,418</b>	55,664,578
<b>NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS</b>	<b>1,503,706</b>	<b>3,344,172</b>	<b>24,442,182</b>	<b>100,867,818</b>	<b>7,409,817</b>	<b>973,233</b>	<b>138,540,928</b>	124,919,912
2018 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	1,503,706	2,719,014	21,380,353	90,932,872	7,323,316	1,060,651	<b>124,919,912</b>	

See accompanying notes to the financial statements

**SADDLE HILLS COUNTY  
CONSOLIDATED SCHEDULE OF PROPERTY TAXES LEVIED  
FOR THE YEAR ENDED DECEMBER 31, 2019  
SCHEDULE 3**

	Budget \$	<b>2019 \$</b>	2018 \$
<b>TAXATION</b>			
Real property taxes	20,750,184	<b>21,117,748</b>	19,887,626
Linear property taxes	18,125,240	<b>18,138,133</b>	16,625,216
Government grants in place of property taxes	5,225	<b>9,644</b>	4,592
Early payment discount	-	-	(604,769)
	<u>38,880,649</u>	<u><b>39,265,525</b></u>	<u>35,912,665</u>
<b>REQUISITIONS</b>			
Alberta School Foundation Fund	5,506,516	<b>5,879,182</b>	5,477,174
Seniors Foundation	117,558	<b>117,558</b>	107,009
Designated Industrial Property	199,310	<b>199,310</b>	80,811
	<u>5,823,384</u>	<u><b>6,196,050</b></u>	<u>5,664,994</u>
<b>NET MUNICIPAL TAXES</b>	<u>33,057,265</u>	<u><b>33,069,475</b></u>	<u>30,247,671</u>

See accompanying notes to the financial statements

**SADDLE HILLS COUNTY  
CONSOLIDATED SCHEDULE OF GOVERNMENT TRANSFERS  
FOR THE YEAR ENDED DECEMBER 31, 2019  
SCHEDULE 4**

	Budget \$	2019 \$	2018 \$
	<u>                    </u>	<u>                    </u>	<u>                    </u>
<b>TRANSFERS FOR OPERATING:</b>			
Provincial Government	780,126	<b>588,097</b>	426,365
Federal Government	-	-	-
	<u>780,126</u>	<u><b>588,097</b></u>	<u>426,365</u>
<b>TRANSFERS FOR CAPITAL:</b>			
Provincial Government	7,568,773	<b>7,206,970</b>	5,184,417
Federal Government	-	-	-
	<u>7,568,773</u>	<u><b>7,206,970</b></u>	<u>5,184,417</u>
<b>TOTAL GOVERNMENT TRANSFERS</b>	<u><u>8,348,899</u></u>	<u><u><b>7,795,067</b></u></u>	<u><u>5,610,782</u></u>

See accompanying notes to the financial statements

**SADDLE HILLS COUNTY  
CONSOLIDATED SCHEDULE OF EXPENSES BY OBJECT  
FOR THE YEAR ENDED DECEMBER 31, 2019  
SCHEDULE 5**

	Budget \$	2019 \$	2018 \$
<b>CONSOLIDATED EXPENSES BY OBJECT</b>			
Salaries, wages and benefits	9,488,053	<b>8,722,356</b>	7,959,238
Contracted and general services	11,102,855	<b>8,256,460</b>	8,479,355
Materials, goods, supplies and utilities	5,414,246	<b>4,317,497</b>	3,366,486
Transfers to governments, agencies and organizations	10,395,675	<b>8,402,666</b>	3,905,686
Amortization of tangible capital assets	-	<b>4,656,285</b>	4,224,004
Other expenses	374,648	<b>314,390</b>	615,489
	<u>36,775,477</u>	<u><b>34,669,654</b></u>	<u>28,550,258</u>

See accompanying notes to the financial statements

**SADDLE HILLS COUNTY  
CONSOLIDATED SCHEDULE OF SEGMENTED DISCLOSURE  
FOR THE YEAR ENDED DECEMBER 31, 2019  
SCHEDULE 6**

	General Government	Protective Services	Transportation Services	Planning & Development	Recreation & Culture	Environmental Services	Other	Total \$
<b>REVENUE</b>								
Net municipal taxes	33,069,475	-	-	-	-	-	-	<b>33,069,475</b>
Government transfers	149,077	95,661	1,613,938	343,359	-	5,593,032	-	<b>7,795,067</b>
Oil well drilling equipment taxes	-	-	1,415,605	-	-	-	-	<b>1,415,605</b>
User fees and sales of goods	195,298	49,123	265,630	8,300	-	262,511	-	<b>780,862</b>
Investment income	1,815,798	-	-	-	-	-	-	<b>1,815,798</b>
Other revenues	155,960	22,971	119,632	23,180	3,133	3,245	580,049	<b>908,170</b>
	<b>35,385,608</b>	<b>167,755</b>	<b>3,414,805</b>	<b>374,839</b>	<b>3,133</b>	<b>5,858,788</b>	<b>580,049</b>	<b>45,784,977</b>
<b>EXPENSES</b>								
Contract & general services	995,599	308,848	5,869,322	480,014	49,029	422,560	131,088	<b>8,256,460</b>
Salaries & wages	1,921,919	607,032	3,654,662	1,289,119	101,262	1,148,362	-	<b>8,722,356</b>
Goods & supplies	366,974	186,875	3,066,361	211,575	115,814	361,966	7,932	<b>4,317,497</b>
Transfers to governments, agencies and organizations	2,319,379	300,313	-	79,600	3,437,717	79,662	2,185,995	<b>8,402,666</b>
Other expenses	196,207	35,104	-	-	-	83,079	-	<b>314,390</b>
	<b>5,800,078</b>	<b>1,438,172</b>	<b>12,590,345</b>	<b>2,060,308</b>	<b>3,703,822</b>	<b>2,095,629</b>	<b>2,325,015</b>	<b>30,013,369</b>
<b>NET REVENUE BEFORE AMORTIZATION</b>	<b>29,585,530</b>	<b>(1,270,417)</b>	<b>(9,175,540)</b>	<b>(1,685,469)</b>	<b>(3,700,689)</b>	<b>3,763,159</b>	<b>(1,744,966)</b>	<b>15,771,608</b>
Amortization expense	(256,783)	(247,516)	(3,392,291)	(110,107)	(10,635)	(577,444)	(61,509)	<b>(4,656,285)</b>
Gain (Loss) on disposal of tangible capital assets	-	-	151,824	-	-	-	-	<b>151,824</b>
<b>NET REVENUE</b>	<b>29,328,747</b>	<b>(1,517,933)</b>	<b>(12,416,007)</b>	<b>(1,795,576)</b>	<b>(3,711,324)</b>	<b>3,185,715</b>	<b>(1,806,475)</b>	<b>11,267,147</b>

**SADDLE HILLS COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The consolidated financial statements of Saddle Hills County are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants. Significant aspects of the accounting policies adopted by Saddle Hills County are as follows:

**a) Reporting entity**

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in net financial assets and cash flows of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the County and are, therefore, accountable to the Council for administration of their financial affairs and resources. They include the County's proportionate share of the Central Peace Regional Waste Management Commission (25%).

The schedule of taxes levied also includes requisitions for education and housing that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

**b) Basis of Accounting**

The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

**c) Deferred Revenue**

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation and agreement and may only be used in completion of certain programs, in the completion of specific work, or for the purchase of tangible capital assets. These funds and the earnings thereon are accounted for as deferred revenue until the related expenses are incurred, the services are performed or the tangible capital assets are acquired.

**d) Use of Estimates**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where management uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. These estimates and assumptions are based on the County's best information and judgement and actual results could differ from these estimates.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**e) Cash and Cash Equivalents**

Cash and cash equivalents consist of cash on hand, balances with the banks net of outstanding cheques and term deposits with original maturities of 90 days or less at the date of acquisition and are recorded at cost.

**f) Investments**

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on a net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

**g) Government Transfers**

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

**h) Requisition Over-levies and Under-Levies**

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

**i) Landfill Closure and Post- Closure Liability**

Pursuant to the Alberta Environmental Protection and Enhancement Act, the County is required to fund the closure of its landfill sites and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The requirement being provided for over the estimated remaining life of the landfill sites is based on usage.

**j) Contaminated Sites**

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of remediation including post remediation costs of operations, maintenance and monitoring.

**SADDLE HILLS COUNTY  
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED DECEMBER 31, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**k) Employee Future Benefits**

Selected employees of the County are members of the Local Authority Pension Plan ("LAPP"), a multi-employer defined benefit pension plan. The trustee of the plan is the Alberta Treasurer and the plan is administered by a Board of Trustees. Since the plan is a multi-employer plan, it is accounted for as a defined contribution plan and, accordingly, the County does not recognize its share of any of the LAPP's surplus or deficit.

**l) Non-Financial Assets**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated change in net financial assets for the year.

**i. Tangible Capital Assets**

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to 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 the estimated useful life as follows:

	<b>YEARS</b>
Land Improvements	15-25
Buildings	25-50
Engineered structures	
Water system	30-75
Wastewater system	30-75
Roads and bridges	30-75
Machinery and equipment	3-20
Vehicles	7-20

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

**ii. Contributions of Tangible Capital Assets**

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

**iii. Leases**

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

**iv. Inventories**

Inventories of materials and supplies for consumption are recorded at the lower of cost or net realizable value with cost determined by the first-in, first-out method. Inventories largely represent the stockpile of gravel maintained for County purposes.

**SADDLE HILLS COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**m) Accumulated Surplus**

Accumulated surpluses are established at the discretion of Council to set aside funds for future operating and capital expenditures. Transfers to and/or from reserves are reflected as an adjustment to the respective fund.

Equity in capital assets consist of the net investments in total capital assets after deducting the portion financed by third parties.

**2. CASH AND INVESTMENTS**

	2019	2018
	\$	\$
Cash	7,193,726	1,930,496
Temporary investments	291,775	14,212,164
	<u>7,485,501</u>	<u>16,142,660</u>

Cash held in deposit accounts earn interest at tiered rates between 1.90% and 2.00%.

A portion of the cash balances above are restricted for reserves and deferred revenue. The total restricted capital, including long-term investments is \$69,168,198 (2018 - \$74,865,238).

**3. ACCOUNTS RECEIVABLE**

	2019	2018
	\$	\$
Accrued interest	3,096,888	3,474,242
Trade	3,626,928	1,705,380
Property taxes	800,981	412,429
Goods and Services Tax	414,218	285,506
	<u>7,939,015</u>	<u>5,877,557</u>
Less: Allowance for doubtful accounts	<u>(411,166)</u>	<u>(244,671)</u>
	<u>7,527,849</u>	<u>5,632,886</u>

**4. LONG-TERM INVESTMENTS**

	2019	2018
	\$	\$
RBC bond portfolio	66,522,005	63,579,327
Rural Municipalities of Alberta Member's Equity	856	856
Alberta Capital Finance Authority shares	110	110
	<u>66,522,971</u>	<u>63,580,293</u>

RBC investment portfolio has effective interest rates ranging from 1.600% to 2.600% (2018 - 1.600% to 2.600%) with maturity dates from February 19, 2020 to June 5, 2023.

**5. ACCOUNTS PAYABLE & ACCRUED LIABILITIES**

	2019	2018
	\$	\$
Trade	3,479,481	1,768,971
Vacation, sick leave and overtime	1,399,890	1,243,488
Security deposits	175,170	185,817
	<u>5,054,541</u>	<u>3,198,276</u>

The vacation, sick leave and overtime liability is comprised of the vacation, sick leave and overtime that employees are deferring to future years. Employees have either earned the benefits or are entitled to these benefits within the next budgetary year.

**SADDLE HILLS COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

**6. DEFERRED REVENUE**

Deferred revenue consists of the following amounts, which have been restricted by third parties for a specified purpose. These amounts are recognized as revenue in the period in which the related expenses are incurred.

	2018	Additions	Revenue Recognized	2019
	\$	\$	\$	\$
MSI Capital	1,058,284	1,198,038	2,256,322	-
AMMWP - Woking WTP upgrade	761,997	-	761,997	-
STIP Bridge	170,000	-	170,000	-
Alberta Community Partnership	119,276	-	-	119,276
Capital for Emergent Projects	109,213	-	-	109,213
Peace Region Water Study	79,129	-	-	79,129
FGTF	53,788	251,427	305,215	-
Tax over levy	-	36,420	-	36,420
	<u>2,351,687</u>	<u>1,485,885</u>	<u>3,493,534</u>	<u>344,038</u>

**7. LANDFILL CLOSURE AND POST-CLOSURE COSTS**

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, ongoing environmental monitoring, and site inspections and maintenance.

The estimated total liability represents the net present value of the discounted cash flows of the total estimated cost for closure and post-closure activities for 25 years after closing using a discount rate of 2.710% and assuming annual inflation of 3.00%.

The accrued liability is based on the cumulative capacity used at year end compared to the total estimated landfill capacity. The estimated remaining capacity of the landfill sites is 847,706 (2018 - 847,706) cubic metres and the total capacity of the site is estimated at 952,000 cubic metres.

The County stopped receiving municipal solid waste at these landfills in prior years. Some of these unused landfills were converted to waste transfer stations. The County intends to commence closure work for a portion of these unused landfills in the near future.

The County obtained revised cost estimates related to its closure and post-closure obligations during the year. These revised cost estimates result in an increase of \$83,079 (2018 - \$201,678) to the closure and post-closure obligations, which is included in waste management expense on the Statement of Operations.

	2019	2018
	\$	\$
Estimate closure costs	<u>3,887,001</u>	3,863,341
Estimate post-closure costs	<u>1,659,434</u>	1,600,015
	<u>5,546,435</u>	5,463,356
Portion of liability remaining to be recognized	-	-
Accrued liability portion	<u>5,546,435</u>	5,463,356

**SADDLE HILLS COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

**8. INVENTORY FOR CONSUMPTION**

	<b>2019</b>	<b>2018</b>
	<b>\$</b>	<b>\$</b>
Gravel	<b>1,015,761</b>	277,110
Parts, culverts and other	<b>494,512</b>	278,445
	<b>1,510,273</b>	555,555

**9. ACCUMULATED SURPLUS**

	<b>2019</b>	<b>2018</b>
	<b>\$</b>	<b>\$</b>
Unrestricted surplus	-	-
Restricted surplus:		
Operating reserves:		
Operating fund	<b>2,158,860</b>	484,257
Gravel usage	<b>800,169</b>	1,550,169
Community recreation	<b>47,477</b>	61
Due to others	<b>13,090</b>	21,504
Grant programs	-	600,713
	<b>3,019,596</b>	2,656,704
Capital reserves:		
Rural water	<b>15,531,378</b>	16,490,313
Paving overlay	<b>15,026,584</b>	13,406,890
Capital carry forward	<b>10,933,261</b>	-
Mobile equipment	<b>5,963,016</b>	4,469,686
Well drilling equipment tax	<b>4,987,935</b>	14,426,558
General capital	<b>6,501,516</b>	2,991,046
Environmental services	<b>3,932,117</b>	3,289,303
Current county facilities	<b>3,929,601</b>	4,624,132
New county facilities	<b>1,262,827</b>	1,147,526
Emergency command centre	<b>752,156</b>	736,687
Paving project	<b>632,315</b>	696,686
Computer and information technology	<b>459,069</b>	689,901
G5 clinic	<b>166,475</b>	406,385
Utility communication network	<b>64,461</b>	783,523
Community development	<b>25,675</b>	133,396
Municipal development	<b>20,273</b>	4,804
Infrastructure development	<b>(306,961)</b>	8,301,623
	<b>69,881,698</b>	72,598,459
	<b>72,901,294</b>	75,255,163
Equity in tangible capital assets	<b>138,540,928</b>	124,919,912
	<b>211,442,222</b>	200,175,075

**SADDLE HILLS COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

**10. SALARY AND BENEFITS DISCLOSURE**

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	2019			2018
	Salary <sup>1</sup>	Benefits & allowances <sup>2</sup>	Expense reimbursement <sup>3</sup>	Total
Councillors				
Division 1	30,060	4,708	3,914	37,310
Division 2	51,240	5,837	4,888	47,907
Division 3	31,265	5,084	4,116	30,841
Division 4	36,810	5,321	4,009	36,860
Division 5	52,200	3,638	12,678	45,640
Division 6	42,210	3,638	6,341	47,566
Division 7	49,010	3,540	6,962	43,768
Chief Administrative Officer	206,399	31,998	2,434	244,758
Designated Officer	78,390	15,643	184	128,410
	<b>577,584</b>	<b>79,407</b>	<b>45,526</b>	<b>663,060</b>

1 Salary includes regular base pay, bonuses, per diems and any other direct cash remuneration.

2 Benefits and allowances include the employer's share of the employee benefits and contributions or payments made on behalf of employees including pension and health care benefits.

3 Direct reimbursement of expenses.

**11. DEBT LIMITS**

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the County be disclosed as follows:

	2019	2018
	\$	\$
Total debt limit	<b>57,867,011</b>	54,103,317
Total debt	-	-
Amount of debt limit unused	<b>57,867,011</b>	54,103,317
Debt servicing limit	<b>9,644,502</b>	9,017,220
Debt servicing	-	-
Amount of debt servicing limit unused	<b>9,644,502</b>	9,017,220

The debt limit is calculated at 1.50 times revenue of the County (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the County. Rather, the financial statements must be interpreted as a whole.

**SADDLE HILLS COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

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**12. CONTINGENCIES**

(a) MUNIX

The County is a member of the Alberta Municipal Insurance Exchange ("MUNIX"). Under the terms of membership, the County could become liable for its proportionate share of any claim losses in excess of the funds held by MUNIX. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

(b) Legal Claims

The County is defendant in various lawsuits as at December 31, 2019. Where the occurrence of future events is considered likely to result in a loss with respect to an existing condition, and the amount of the loss can be reasonably estimated, amounts have been included in accrued liabilities. Where the resulting losses, if any, cannot be determined or the occurrence of future events is unknown, amounts have not been recorded.

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**13. COMMITMENTS**

As at December 31, 2019, the County has the following outstanding commitments:

(a) Construction of a new medical clinic at Spirit River, along with its regional partners, of approximately \$23,500 remaining.

(b) Co-locates on 2 additional County towers, of approximately \$2,063,000.

(c) Construction services for welcome sign, of approximately \$334,679.

(d) Construction services for Woking Firehall, of approximately \$193,034.

(e) Construction services for Savanna Firehall, of approximately \$91,920.

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**14. LOCAL AUTHORITIES PENSION PLAN**

Employees of the County participate in the Local Authorities Pension Plan (LAPP), which is covered by the Alberta Public Sector Pension Plans Act. Contributions are collected from employees and employers and the money is invested in equities, bonds and other investment vehicles. The investment income and the contributions are used to pay pension benefits to LAPP retirees, now and in the future.

The County is required to make current service contributions to the LAPP of 9.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% on pensionable earnings above this amount. Employees of the County are required to make current service contributions of 8.39% of pensionable salary up to the year's maximum pensionable salary and 12.84% on pensionable salary above this amount.

Total current service contributions by the County to the LAPP in 2019 were \$602,516 (2018 - \$612,340). Total current service contributions by the employees of the County to the LAPP in 2019 were \$547,230 (2018 - \$561,256).

At December 31, 2018, the LAPP disclosed a surplus of \$3.469 billion (2017 - \$4.835 billion surplus).

**SADDLE HILLS COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

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**15. FINANCIAL INSTRUMENTS**

The County's financial instruments consist of cash and cash equivalents, accounts receivables, long-term investments, accounts payable and accrued liabilities, deferred revenue and provision for landfill closure. It is management's opinion that the County is not exposed to significant interest, currency or credit risk arising from these financial instruments.

The County is subject to credit risk with respect to taxes and grants in lieu of taxes receivable and trade and other accounts receivables. Credit risk arises from the possibility that taxpayers and entities to which the County provides services may experience financial difficulty and be unable to fulfil their obligation. The large number and diversity of taxpayers and customers minimizes the credit risk.

The County is subject to interest rate risk with respect to its cash equivalents and long-term investments. Interest rate risk arises from the risk that the fair value of financial instruments or future cash flows associated with instruments will fluctuate due to changes in market interest rates. The County manages this risk by investing in diverse and low risk assets.

Unless otherwise noted, the carrying value of the financial instruments approximates fair value.

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**16. SEGMENTED DISCLOSURE**

Saddle Hills County provides a range of services to its residents. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 1.

For additional information see the Schedule of Segmented Disclosure (Schedule 6).

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**17. COMPARATIVE FINANCIAL STATEMENTS**

Certain comparative figures have been reclassified to conform with the current year's financial statement presentation.

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**18. APPROVAL OF FINANCIAL STATEMENTS**

These financial statements were approved by Council and management.

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**19. SUBSEQUENT EVENT**

Subsequent to year-end, there was a global outbreak of COVID-19, which has had a significant impact on municipal government operations through the restrictions put in place by the Canadian and provincial governments as well as municipal governments regarding travel, isolation/quarantine orders, closures of County facilities, cancellation/postponement of programs and tax and utility deferral programs. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the County as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the virus, and the duration of the outbreak, including the duration of County facility closures, program and service disruptions, and isolation/quarantine measures that are currently, or may be put, in place by Canada and other countries to fight the virus.