

# **TOWN OF HEPBURN**

**Auditor's Report**

**Financial Statements**

**December 31, 2023**

## MANAGEMENT'S RESPONSIBILITY


To the Ratepayers of  
**Town of Hepburn:**

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards. The preparation of the statements necessarily includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgments and estimates by management is required.

In discharging its responsibilities for the integrity and fair presentation of the financial statements, management designs and maintains the necessary accounting, budget and other related internal controls to provide reasonable assurance that transactions are appropriately authorized and accurately recorded, that assets are properly accounted for and safeguarded, and that financial records are properly maintained to provide reliable information for the preparation of the financial statements.

The Council is composed of elected officials who are not employees of the Town. The Council is responsible for overseeing management in the performance of its financial reporting responsibilities. The Council fulfils these responsibilities by reviewing the financial information prepared by the administration and discussing relevant matters with external auditors. The Council is also responsible for recommending the appointment of the Town's external auditors.

Jensen Stromberg Chartered Professional Accountants, an independent firm of Chartered Professional Accountants, is appointed by the Council to audit the 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 administration to discuss their audit findings.

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Administrator



Bill Jensen, CPA, CA\*  
Tyler Olafson, CPA, CA\*  
Jared Udchic, CPA\*  
Dylan Peace, CPA\*

\*denotes professional corporation

## INDEPENDENT AUDITOR'S REPORT

To the **Mayor** and Council of the **Town of Hepburn**

### *Report on the Financial Statements*

#### *Opinion*

We have audited the financial statements of the **Town of Hepburn**, which comprise the statement of financial position as at **December 31, 2023** and the statements of financial activities, changes in net financial assets, changes in financial position, and remeasurement gains and losses for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements, present fairly, in all material respects, the financial position of the Town as at **December 31, 2023** and its financial performance and 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 Financial Statements* section of our report. We are independent of the Town 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.

#### *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 Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and the use of the going concern basis of accounting unless management either intends to liquidate the Town or cease operations, or has no realistic alternative but to do so.

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

#### *Auditor's Responsibility 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 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 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.
- 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 Town'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 Town'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 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 Town 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.

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.

Saskatoon, Saskatchewan  
June 24, 2024

  
Chartered Professional Accountants

# TOWN OF HEPBURN

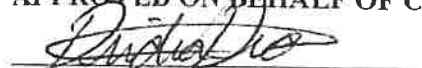
Statement 1

## STATEMENT OF FINANCIAL POSITION

December 31, 2023  
with comparative figures for 2022

	<u>2023</u>	<u>2022</u>
<b><u>ASSETS</u></b>		
Financial assets:		
Cash and cash equivalents (Note 2)	\$ 2,120,830	2,658,736
Investments	-	-
Taxes receivable - Municipal (Note 3)	26,276	28,083
Other accounts receivable (Note 4)	1,224,274	359,304
Assets held for sale (Note 5)	80	80
Long-term receivables	-	-
Debt charges recoverable	-	-
Other	-	-
Loans and notes receivable (Note 6)	99,573	-
Total financial assets	3,471,033	3,046,203
<b><u>LIABILITIES</u></b>		
Bank indebtedness	-	-
Accounts payable	86,371	25,541
Accrued liabilities payable	-	-
Deposits	4,450	2,220
Deferred revenue	-	12,852
Asset retirement obligations (Note 7)	74,961	-
Liability for contaminated sites	-	-
Other liabilities	-	-
Long-term debt (Note 8)	858,606	1,088,157
Lease obligations	-	-
Total liabilities	1,024,388	1,128,770
<b>NET FINANCIAL ASSETS (DEBT)</b>	<b>2,446,645</b>	<b>1,917,433</b>
Non-financial assets:		
Tangible capital assets (Schedule 6, 7)	11,061,764	10,544,239
Prepaid and deferred charges	-	-
Stock and supplies	-	-
Total non-financial assets	11,061,764	10,544,239
Accumulated surplus (deficit)	<b>\$ 13,508,409</b>	<b>12,461,672</b>
Accumulated surplus (deficit) is comprised of:		
Accumulated surplus (deficit) excluding remeasurement gains (losses) (Schedule 8)	13,508,409	12,461,672
Accumulated remeasurement gains (losses) (Statement 5)	-	-

**APPROVED ON BEHALF OF COUNCIL:**

 Mayor

 Councillor

See accompanying notes to the financial statements.

# TOWN OF HEPBURN

Statement 2

## STATEMENT OF FINANCIAL ACTIVITIES

**Year ended December 31, 2023**  
with comparative figures for 2022

		<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>Revenues:</b>				
Tax revenue	(Schedule 1)	\$ 621,188	620,829	596,791
Other unconditional revenue	(Schedule 1)	244,880	253,609	228,507
Fees and charges	(Schedule 4, 5)	898,619	940,279	992,666
Conditional grants	(Schedule 4, 5)	308,973	44,616	201,464
Tangible capital asset sales - gain (loss)	(Schedule 4, 5)	-	(110,499)	293
Land sales - gain	(Schedule 4, 5)	-	-	-
Investment income	(Schedule 4, 5)	75,000	81,259	33,013
Commissions	(Schedule 4, 5)	-	-	-
Restructurings	(Schedule 4, 5)	-	-	-
Other revenues	(Schedule 4, 5)	13,300	2,789	32,715
Provincial/Federal capital grants and contributions	(Schedule 4, 5)	<u>1,172,315</u>	<u>1,105,595</u>	<u>21,259</u>
<b>Total Revenues</b>		<b>3,334,275</b>	<b>2,938,477</b>	<b>2,106,708</b>
<b>Expenditures:</b>				
General government services	(Schedule 3)	341,243	326,534	259,267
Protective services	(Schedule 3)	130,822	127,827	110,008
Transportation services	(Schedule 3)	319,451	259,512	248,299
Environmental and public health services	(Schedule 3)	90,285	89,325	93,577
Planning and development services	(Schedule 3)	17,450	8,246	7,218
Recreation and cultural services	(Schedule 3)	544,519	508,129	479,580
Utility services	(Schedule 3)	602,203	572,167	555,648
Restructurings	(Schedule 3)	-	-	-
<b>Total Expenditures</b>		<b><u>2,045,973</u></b>	<b><u>1,891,740</u></b>	<b><u>1,753,597</u></b>
Surplus (deficit) of revenues over expenditures		1,288,302	1,046,737	353,111
Accumulated surplus (deficit) excluding remeasurement gains (losses), beginning of year		<u>12,461,672</u>	<u>12,461,672</u>	<u>12,108,561</u>
Accumulated surplus (deficit) excluding remeasurement gains (losses), end of year		<b>\$ <u>13,749,974</u></b>	<b><u>13,508,409</u></b>	<b><u>12,461,672</u></b>

See accompanying notes to the financial statements.

# TOWN OF HEPBURN

Statement 3

## STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>Surplus (deficit)</b>	\$ 1,288,302	1,046,737	353,111
(Acquisition) of tangible capital assets	(1,564,464)	(977,074)	(813,983)
Amortization of tangible capital assets	312,879	340,050	312,874
Proceeds on disposal of tangible capital assets	-	9,000	1,736
Loss (gain) on disposal of tangible capital assets	-	110,499	(293)
Transfer of assets/liabilities in restructuring transactions	<u>-</u>	<u>-</u>	<u>-</u>
<b>Surplus (deficit) of capital expenses over expenditures</b>	<u>(1,251,585)</u>	<u>(517,525)</u>	<u>(499,666)</u>
(Acquisition) of supplies inventories	-	-	-
(Acquisition) of prepaid expenses	-	-	-
Consumption of supplies inventories	-	-	-
Use of prepaid expenses	<u>-</u>	<u>-</u>	<u>-</u>
<b>Surplus (deficit) of expenses of other non-financial over expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>
Unrealized remeasurement gains (losses)	<u>-</u>	<u>-</u>	<u>-</u>
<b>Increase (decrease) in Net Financial Assets</b>	36,717	529,212	(146,555)
<b>Net Financial Assets (Debt) - Beginning of the year</b>	<u>1,917,433</u>	<u>1,917,433</u>	<u>2,063,988</u>
<b>Net Financial Assets (Debt) - End of year</b>	\$ <u>1,954,150</u>	<u>2,446,645</u>	<u>1,917,433</u>

See accompanying notes to the financial statements.

# TOWN OF HEPBURN

**Statement 4**

## STATEMENT OF CHANGES IN FINANCIAL POSITION

**Year ended December 31, 2023**  
with comparative figures for 2022

	<u>2023</u>	<u>2022</u>
<b>Cash provided by (used in) the following activities:</b>		
Operating:		
Surplus (deficit)	\$ 1,046,737	353,111
Amortization	340,050	312,874
Loss (gain) on disposal of tangible capital assets	<u>110,499</u>	<u>(293)</u>
	1,497,286	665,692
Change in assets/liabilities		
Taxes receivable - Municipal	1,807	(2,443)
Other accounts receivable	(864,969)	(243,878)
Assets held for sale	-	-
Other financial assets	(99,573)	-
Accounts and accrued liabilities payable	60,828	(19,299)
Deposits	2,230	2,220
Deferred revenue	(12,852)	(748)
Asset retirement obligations	74,961	-
Liability for contaminated sites	-	-
Other liabilities	-	-
Stock and supplies	-	-
Prepayments and deferred charges	-	-
Other	<u>-</u>	<u>-</u>
Net cash from operations	<u>659,718</u>	<u>401,544</u>
Capital:		
Cash used to acquire tangible capital assets	(977,074)	(813,983)
Proceeds on disposal of tangible capital assets	9,000	1,736
Other capital	<u>-</u>	<u>-</u>
Net cash used for capital	<u>(968,074)</u>	<u>(812,247)</u>
Investing:		
Decrease (increase) in restricted cash	-	-
Proceeds on disposal of investments	-	-
Decrease (increase) in investments	<u>-</u>	<u>-</u>
Net cash from investing	<u>-</u>	<u>-</u>
Financing activities:		
Debt charges recovered	-	-
Long-term debt issued	-	-
Long-term debt repaid	(229,550)	(222,504)
Other financing	<u>-</u>	<u>-</u>
Net cash used for financing	<u>(229,550)</u>	<u>(222,504)</u>
Change in cash and cash equivalents during the year	(537,906)	(633,207)
Cash and cash equivalents, beginning of year	<u>2,658,736</u>	<u>3,291,943</u>
Cash and cash equivalents, end of year (Note 2)	<u>\$ 2,120,830</u>	<u>2,658,736</u>

See accompanying notes to the financial statements.



# TOWN OF HEPBURN

Statement 5

## STATEMENT OF REMEASUREMENT GAINS AND LOSSES

**Year ended December 31, 2023**  
with comparative figures for 2022

	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>Accumulated remeasurement gains (losses), beginning of year</b>	\$ <u>-</u>	<u>-</u>
Unrealized gains (losses)		
Derivatives	-	-
Equity investments measured at fair value	-	-
Foreign exchange	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
Reclassified to the Statement of Financial Activities		
Derivatives	-	-
Equity investments measured at fair value	-	-
Foreign exchange	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
Net remeasurement gains (losses)	<u>-</u>	<u>-</u>
<b>Accumulated remeasurement gains (losses), end of year</b>	\$ <u><u>-</u></u>	<u><u>-</u></u>

See accompanying notes to the financial statements.

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### 1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town are prepared by management in accordance with the local government accounting standards established by the Public Sector Accounting Board. Significant aspects of the accounting policies are as follows:

**(a) Basis of Accounting**

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of the receipt of goods and services and the creation of a legal obligation to pay.

**(b) Reporting Entity**

The financial statements consolidate the assets, liabilities and flow of resources of the Town. The entity is comprised of all organizations owned or controlled by the Town and are, therefore, accountable to the Council for the administration of their financial affairs and resources.

**Partnerships**

A partnership represents a contractual arrangement between the Town and a party or parties outside the reporting entity. The partners have significant, clearly defined common goals, make a financial investment in the partnership, share control of decision making, and share, on an equitable basis, the significant risks and benefits associated with the operations of the partnership.

**(c) Collection of Funds for Other Authorities**

Collection of funds by the Town for the school board and conservation and development authorities are collected and remitted in accordance with the relevant legislation. The amounts collected are disclosed in Note 3.

**(d) 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 as either expenditures or revenues in the period that the events giving rise to the transfer occurred, as long as:

- a) the transfer is authorized;
- b) eligibility criteria have been met by the recipient; and
- c) a reasonable estimate of the amount can be made

Unearned government transfer amounts received but not earned will be recorded as deferred revenue. Earned government transfer amounts not received will be recorded as an amount receivable.

**(e) Other (Non-Government Transfer) Contributions**

Unrestricted contributions are recognized as revenue in the year received or in the year the funds are committed to the Town if the amount can be reasonably estimated and collection is reasonably assured. Externally restricted contributions are deferred until the resources are used for the purpose specified, at which time the contributions are recognized as revenue. In-kind contributions are recorded at their fair value when they are received.

**(f) Deferred Revenue - Fees and Charges**

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 or services performed.

**(g) Local Improvement Charges**

Local improvement projects financed by frontage taxes recognize any prepayment charges as revenue in the period assessed.

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (h) Net Financial Assets

Net financial assets at the end of an accounting period are the net amount of financial assets less liabilities outstanding. Financial assets represent items such as cash and those other assets on hand which could provide resources to discharge existing liabilities or finance future operations. These include realizable assets which are convertible to cash and not intended for consumption in the normal course of operations.

#### (i) Non-Financial Assets

Tangible capital and other non-financial assets are accounted for as assets by the government because they can be used to provide government services in future periods. These assets do not normally provide resources to discharge the liabilities of the government unless they are sold.

#### (j) Appropriated Reserves

Reserves are established at the discretion of Council to designate surplus for future operating and capital transactions. Amounts designated are described on Schedule 8.

#### (k) Property Tax Revenue

Property tax revenue is based on assessments determined in accordance with Saskatchewan Legislation and the formulas, principles, and rules in the Saskatchewan Assessment Manual. Tax mill rates are established annually by Council following the guidance of the Government of Saskatchewan. Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred. Requisitions operate as a flow through and are excluded from municipal revenue.

#### (l) Financial Instruments

Derivative and equity instruments that are quoted in an active market are carried at fair value. All other financial instruments are measured at cost or amortized cost. Financial assets measured at amortized cost are recognized initially net of transaction costs with interest income recognized using the effective interest rate method. Impairment losses are recognized in the statement of financial activities when there is an other than temporary decline in value.

Interest and dividends attributable to financial instruments are reported in the statement of financial activities. Unrealized gains and losses are recognized in the statement of remeasurement gains and losses. When the investment is disposed of the accumulated gains or losses are reclassified to the statement of financial activities.

**Long-term debt:** Long-term debt is initially recognized net of premiums, discounts, and transaction costs and is measured at amortized cost with interest expense recognized using the effective interest rate method.

**Long-term receivables:** Receivables with terms longer than one year have been classified as other long-term receivables.

#### Measurement of Financial Instruments:

The Town's financial assets and liabilities are measured as follows:

Cash and cash equivalents	Cost and amortized cost
Investments	Fair value and cost/amortized cost
Other accounts receivable	Cost and amortized cost
Long-term receivables	Amortized cost
Debt charges recoverable	Amortized cost
Bank indebtedness	Amortized cost
Accounts payable and accrued liabilities	Cost
Deposit liabilities	Cost
Long-term debt	Amortized cost

**TOWN OF HEPBURN**  
**NOTES TO THE FINANCIAL STATEMENTS**

**December 31, 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(m) Inventories**

Inventories of materials and supplies expected to be used by the Town are valued at the lower of cost or replacement cost. Inventories of land, materials and supplies held for resale are valued at the lower of cost or net realizable value. Cost is determined by the average cost method. Net realizable value is the estimated selling price of the inventory in the ordinary course of business.

**(n) Tangible Capital Assets**

All tangible capital asset acquisitions or betterments made throughout the year are recorded at their acquisition cost. Initial costs for tangible capital assets that were acquired and developed prior to 2009 were obtained via historical cost information or using current fair market values discounted by a relevant inflation factor back to the point of acquisition. Donated tangible capital assets received are recorded at their fair market value at the date of the contribution. The tangible capital assets that are recognized at a nominal value are disclosed on Schedule 6. The costs of these tangible capital assets less any residual value are amortized over the asset's useful life using the straight-line method of amortization. The Town's tangible capital asset useful lives are estimated as follows:

<u>Asset</u>	<u>Useful Life</u>
<i>General Assets</i>	
Land	Indefinite
Land improvements	10 years
Buildings	20 to 50 years
Vehicles and equipment	
Vehicles	10 to 25 years
Machinery & Equipment	5 to 25 years
<i>Infrastructure Assets</i>	
Water and sewer	20 to 75 years
Road network assets	8 to 75 years

**Government contributions:** Government contributions for the acquisition of capital assets are reported as capital revenue and do not reduce the cost of the related asset.

**Works of art and other unrecognized assets:** Assets that have a historical or cultural significance, which include works of art, monuments and other cultural artifacts are not recognized as tangible capital assets because a reasonable estimate of future benefits associated with this property cannot be made.

**Capitalization of interest:** The Town does not capitalize interest incurred while a tangible capital asset is under construction.

**Leases:** All leases are recorded on the financial statements as either a capital or operating lease. Any lease that transfers the majority of benefits and risk associated with the leased asset is classified as a capital lease. At the inception of a capital lease, an asset and a payment obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the asset's fair market value. Assets under capital leases are amortized on a straight line basis, over their estimated useful lives (lease term). Any other lease not meeting the before-mentioned criteria is classified as an operating lease and rental payments are expensed as incurred.

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (o) **Asset Retirement Obligations**

Asset retirement obligations represent the legal obligations associated with the retirement of a tangible capital asset that results from its acquisition, construction, development, or normal use. The tangible capital assets include but are not limited to assets in productive use, assets no longer in productive use, and leased tangible capital assets.

The liability associated with an asset retirement obligation is measured with reference to the best estimate of the amount required to ultimately remediate the liability at the financial statement date to the extent that all recognition criteria are met. Asset retirement obligations are only recognized when there is a legal obligation for the Town to incur costs in relation to a specific tangible capital asset, when the past transaction or event causing the liability has already occurred, when economic benefits will need to be given up in order to remediate the liability and when a reasonable estimate of such amount can be made. The best estimate of the liability includes all costs directly attributable to the remediation of the asset retirement obligation, based on the most reliable information that is available as at the applicable reporting date. Where cash flows are expected over future periods, the liability is recognized using the present value method.

When a liability for an asset retirement obligation is initially recognized, a corresponding adjustment to the related tangible capital asset is also recognized. Through the passage of time in subsequent reporting periods, the carrying value of the liability is adjusted to reflect accretion expenses incurred in the current period. This expense ensures that the time value of money is considered when recognizing outstanding liabilities at each reporting date. The capitalized asset retirement cost within tangible capital assets is also simultaneously depreciated on the same basis as the underlying asset to which it relates.

At remediation, the Town derecognizes the liability that was established. In some circumstances, gains or losses may be incurred upon settlement related to the ongoing measurement of the liability and corresponding estimates that were made and are recognized in the statement of financial activities.

#### (p) **Liability for 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 contaminated sites is recognized when all the following criteria are met:

- a) an environmental standard exists;
- b) contamination exceeds the environmental standard;
- c) the Town:
  - i. is directly responsible; or
  - ii. accepts responsibility;
- d) it is expected that future economic benefits will be given up; and
- e) a reasonable estimate of the amount can be made.

The Town does not have any contaminated sites.

#### (q) **Employee Benefit Plans**

Contributions to the Town's defined benefit plans are expensed when contributions are made. Under the defined benefit plan, the Town's obligations are limited to its contributions.

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (r) **Measurement Uncertainty**

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 at the date of the financial statements, and the reported amounts of revenue and expenditures during the period.

Measurement uncertainty impacts the following financial statement areas:

- a) Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary.
- b) The measurement of materials and supplies are based on estimates of volume and quality.
- c) The 'Opening asset costs' of tangible capital assets have been estimated where actual costs were not available.
- d) Amortization is based on the estimated useful lives of tangible capital assets.
- e) The liability associated with asset retirement obligations are measured with reference to the best estimate of the amount required to ultimately remediate the liability at the financial statement date, the discount rate, and inflation.
- f) Measurement of financial instruments at fair value and recognition and measurement of impairment of financial instruments requires the use of significant management estimates.

These estimates and assumptions are reviewed periodically and as adjustments become necessary, they are reported in earnings in the period in which they become known.

#### (s) **Basis of Segmentation/Segment Report**

The Town follows the Public Sector Accounting Board's recommendations requiring financial information to be provided on a segmented basis. Town services have been segmented by grouping activities that have similar service objectives (by function). Revenues that are directly related to the costs of the function have been attributed to each segment. Interest is allocated to functions based on the purpose of specific borrowing.

These segments (functions) are as follows:

**General Government:** The general government segment provides for the administration of the Town.

**Protective Services:** Protective services is comprised of expenses for police and fire protection.

**Transportation Services:** The transportation services segment is responsible for the delivery of public works services related to the development and maintenance of roadway systems and street lighting.

**Environmental and Public Health:** The environmental segment provides waste disposal and other environmental services. The public health segment provides for expenses related to public health services in the Town.

**Planning and Development:** The planning and development segment provides for neighbourhood development and sustainability.

**Recreation and Culture:** The recreation and culture segment provides for community services through the provision of recreation and leisure services.

**Utility Services:** The utility services segment provides for the delivery of water, collecting and treating of wastewater and providing collection and disposal of solid waste.

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

(t) **Assets Held for Sale**

The Town records assets held for sale when the Town is committed to selling the asset, the asset is in a condition to be sold, the asset is publicly seen to be for sale, there is an active market for the asset, there is a plan in place for selling the asset, and the sale is reasonably anticipated to be completed within one year of the financial statement date.

(u) **Budget Information**

Budget information is presented on a basis consistent with that used for actual results. The budget was approved by Council on July 10, 2023.

(v) **Loan Guarantees**

Loan guarantees provided by the Town for various organizations are not consolidated as part of the Town's financial statements. As the guarantees represent potential financial commitments for the Town, these amounts are considered contingent liabilities and are not formally recognized as liabilities until the Town considers it likely for the borrower to default on its obligation and the amount of the liability can be estimated. The Town monitors the status of the organizations annually and in the event that payment by the Town is likely to occur, a provision will be recognized in the financial statements.

(w) **New Standards and Amendments to Standards: effective for fiscal years beginning on or after April 1, 2023**

**PS 3160, Public Private Partnerships**, a new standard establishing guidance on how to account for and report on partnerships between public and private sector entities. Specifically those in which the entity in the public sector procures infrastructure in conjunction with a private sector entity. In these scenarios the private sector entity must have obligations to design, build, acquire or improve existing infrastructure. Furthermore they must also finance the transaction past the point in which the asset is initially ready for use along with operating and/or maintaining such on an ongoing basis. The standard applies to fiscal years beginning on or after April 1, 2023.

**PS 3400, Revenue**, a new standard establishing guidance on how to account for and report on revenue. The standard provides a framework for recognizing, measuring and reporting revenues that arise from transactions that include performance obligations and transactions that do not have performance obligations. Performance obligations are enforceable promises to provide specific goods or services to a specific payer. The standard is mandatory for fiscal years beginning on or after April 1, 2023. Earlier adoption is permitted. The standard may be adopted retroactively or prospectively.

**PSG-8, Purchased Intangibles**, provides guidance on accounting for and reporting on purchased intangibles. It provides clarity on the recognition criteria, along with instances of assets that would not meet the definition of such. The standard may be adopted retroactively or prospectively.

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (x) New Accounting Policies Adopted During the Year

**PS 3450 Financial Instruments**, a new standard establishing guidance on the recognition, measurement, presentation and disclosure of financial instruments, including derivatives. The standard requires fair value measurement of derivatives and equity instruments that are quoted in an active market; all other financial instruments can be measured at cost/amortized cost or fair value at the election of the government. Unrealized gains and losses are presented in a new statement of remeasurement gains and losses. There is the requirement to disclose the nature and extent of risks arising from financial instruments and clarification is given for the de-recognition of financial liabilities.

**PS 3280 Asset Retirement Obligations**, a new standard establishing guidance on the accounting and reporting of legal obligations associated with the retirement of tangible capital assets controlled by a government or government organization. A liability for a retirement obligation can apply to tangible capital assets either in productive use or no longer in productive use. As this standard includes solid waste landfill sites active and post-closing obligations, upon adoption of this new standard, existing Solid Waste Landfill Closure and Post-Closure Liability section PS 3270 will be withdrawn.

The Town has chosen to adopt this standard using the following method:

**Prospective application:** During the year, the Town adopted this new accounting standard using the prospective application method. Prior to this, the Town did not recognize any asset retirement obligations. This change has had no impact on the comparative figures in these financial statements.

### 2. CASH AND CASH EQUIVALENTS

	<u>2023</u>	<u>2022</u>
Cash	\$ 2,120,830	2,658,736
Short-term investments	-	-
Restricted cash	-	-
	<u>\$ 2,120,830</u>	<u>2,658,736</u>

Cash and cash equivalents include balances with banks, less outstanding cheques and plus outstanding deposits, and short-term deposits with maturities of three months or less.



**TOWN OF HEPBURN**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**December 31, 2023**

**3. TAXES AND GRANTS IN LIEU RECEIVABLE**

	<u>2023</u>	<u>2022</u>
Municipal: - Current	\$ 25,563	20,479
- Arrears	713	7,604
	<u>26,276</u>	<u>28,083</u>
Less: allowance for uncollectibles	<u>-</u>	<u>-</u>
Total municipal taxes receivable	<u>26,276</u>	<u>28,083</u>
School: - Current	8,865	7,555
- Arrears	121	2,508
Total taxes to be collected on behalf of School Divisions	<u>8,986</u>	<u>10,063</u>
Other: - Current	-	-
- Arrears	<u>-</u>	<u>-</u>
Total other collections receivable	<u>-</u>	<u>-</u>
Total taxes and grants in lieu receivable or to be collected on behalf of other organizations	35,262	38,146
Deduct taxes receivable to be collected on behalf of other organizations	<u>(8,986)</u>	<u>(10,063)</u>
Total taxes receivable - Municipal	<u>\$ 26,276</u>	<u>28,083</u>

**4. OTHER ACCOUNTS RECEIVABLE**

	<u>2023</u>	<u>2022</u>
Federal government	\$ 1,136,480	45,265
Provincial government	7,951	120,433
Local government	7,867	58,122
Utility	58,548	59,051
Trade	13,428	76,433
Other	<u>-</u>	<u>-</u>
Total other accounts receivable	1,224,274	359,304
Less: allowance for uncollectibles	<u>-</u>	<u>-</u>
Net other accounts receivable	<u>\$ 1,224,274</u>	<u>359,304</u>

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### 5. ASSETS HELD FOR SALE

	<u>2023</u>	<u>2022</u>
Tax title property	\$ 481	481
Less: - allowance for market value adjustment	(285)	(285)
- due to other taxing authorities	(116)	(116)
Net tax title property	80	80
Other land	-	-
Less: - allowance for market value adjustment	-	-
Net other land	-	-
Total land for resale	\$ 80	80

### 6. LOANS AND NOTES RECEIVABLE

The Town has loaned \$100,678 to the Hepburn Before and After School Program Inc., a non-profit corporation incorporated in Saskatchewan. This loan is to be repaid by quarterly payments of \$1,682, including interest at 4.5%, on a twenty-five year term.

### 7. ASSET RETIREMENT OBLIGATIONS

	<u>2023</u>	<u>2022</u>
Balance, beginning of the year	\$ -	-
Liabilities incurred	70,090	-
Liabilities settled	-	-
Accretion expense	4,871	-
Changes in estimated cash flows	-	-
Estimated total liability	\$ 74,961	-

**Asbestos** - The Town owns buildings which contain asbestos, and therefore, the Town is legally required to perform abatement activities upon renovation or demolition of these assets. Abatement activities include handling and disposing of the asbestos in a prescribed manner when it is disturbed. Undiscounted future cash flows expected are \$551,056. The estimated total liability is based on the sum of discounted future cash flows for abatement activities using a primary rate of 6.95%.

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### 8. LONG-TERM DEBT

The authorized debt limit for the Town is \$1,616,985. The authorized debt limit for a Town is the total amount of the Town's own source revenues for the preceding year (the *Municipalities Act* section 161(1)). The incremental debt above the debt limit authorized in the *Municipalities Act* is approved by the Saskatchewan Municipal Board.

Debenture debt:

	<u>2023</u>	<u>2022</u>
Canada Mortgage and Housing Corporation debt, repayable in annual payments of \$111,172 including interest at 3.92%, matures in 2026.	\$ 319,077	417,515
Canada Mortgage and Housing Corporation debt, repayable in annual payments of \$96,038 including interest at 3.35%, matures in 2025.	184,368	272,095
Affinity Credit Union mortgage, repayable in annual payments of \$25,813 including interest at 2.25%, matures in 2026.	<u>355,161</u>	<u>398,547</u>
	<u>\$ 858,606</u>	<u>1,088,157</u>

Future principal and interest payments are as follows:

	Year	Principal	Interest	Current Total
2024		\$ 206,275	26,748	233,023
2025		213,471	19,553	233,024
2026		126,770	11,950	138,720
2027		30,511	7,257	37,768
2028		19,442	6,371	25,813
Thereafter		<u>262,137</u>	<u>39,127</u>	<u>301,264</u>
Balance		<u>\$ 858,606</u>	<u>111,006</u>	<u>969,612</u>

### 9. PENSION PLAN

The Town is an employer member of the Municipal Employee Pension Plan (MEPP), which is a multi-employer defined benefit pension plan. The Commission of MEPP, representing plan member employers, is responsible for overseeing the management of the pension plan, including investment of assets and administration of benefits. The Town's pension expense in 2023 was \$35,076 (2022 - \$32,423). The benefits accrued to the Town's employees from MEPP are calculated using the following: pensionable years of service, highest average salary, and the plan accrual rate.

Total current service contributions by the Town to MEPP in 2023 were \$35,076 (2022 - \$32,423). Total current service contributions by the employees of the Town to MEPP in 2023 were \$35,076 (2022 - \$32,423).

Based on the latest information available (December 31, 2023 Audited Financial Statements) the Municipal Employees Pension Plan had a surplus in the net assets available for benefits of \$1,161,337,000. This is based on the most recent actuarial valuation, completed December 31, 2022. The Town's portion of this is not readily determinable.

# TOWN OF HEPBURN

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

### **10. RISK MANAGEMENT**

Through its financial assets and liabilities, the Town is exposed to various risks.

#### Credit Risk

Credit risk is the risk that one party to a financial instrument will fail to discharge their responsibilities with respect to the financial instrument, and in doing so, cause a loss for the other party. The Town is mainly exposed to credit risk with respect to its cash and taxes and other accounts receivable. It is management's opinion that the Town is not exposed to significant credit risk as its cash is held by financial institutions with high credit ratings, and a significant portion of its taxes and other accounts receivable can be collected through tax enforcement procedures.

#### Liquidity Risk

Liquidity risk is the risk that the Town will encounter difficulty in meeting financial obligations as they fall due. The Town undertakes regular cash flow analyses to ensure that there are sufficient cash resources to meet all obligations. The Town is mainly exposed to liquidity risk with respect to its accounts payable and accrued liabilities and long-term debt.

#### Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: interest rate risk, currency risk, and other price risk.

- Interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate due to changes in market interest rates. The financial instruments that potentially subject the Town to interest rate risk consist of long-term debt.
- Currency risk is the risk that the future cash flows of a financial instrument will fluctuate due to changes in currency fluctuations. The Town is not subject to significant currency risk.
- Other price risk is the risk that the future cash flows of a financial instrument will fluctuate due to changes in the fair value of equity investments. The Town is not subject to significant other price risk.

## TOWN OF HEPBURN

## SCHEDULE OF TAXES AND OTHER UNCONDITIONAL REVENUES

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>TAXES</b>			
General municipal tax levy	\$ 646,487	646,487	622,287
Abatements and adjustments	(3,075)	(2,158)	(2,813)
Discount on current year taxes	<u>(25,708)</u>	<u>(26,984)</u>	<u>(25,708)</u>
<b>Net municipal taxes</b>	617,704	617,345	593,766
Potash tax share	-	-	-
Trailer license fees	-	-	-
Penalties on tax arrears	3,484	3,484	3,025
Special tax levy	-	-	-
Other	-	-	-
<b>Total Taxes</b>	<u>621,188</u>	<u>620,829</u>	<u>596,791</u>
<b>UNCONDITIONAL GRANTS</b>			
Revenue sharing	191,359	191,442	168,781
Organized Hamlet	-	-	-
Other	-	-	-
<b>Total Unconditional Grants</b>	<u>191,359</u>	<u>191,442</u>	<u>168,781</u>
<b>GRANTS IN LIEU OF TAXES</b>			
Federal	2,465	2,505	2,466
Provincial			
S.P.C. Electrical	-	-	-
Sask. Energy Gas	17,000	17,915	19,915
TransGas	-	-	-
Central Services	-	-	-
Sasktel	9,056	9,428	9,057
Other	-	-	-
Local/Other			
Housing Authority	-	-	-
C.P.R. Mainline	-	-	-
Treaty Land Entitlement	-	-	-
Other	-	-	-
Other Government Transfers			
S.P.C. Surcharge	25,000	32,319	28,288
Sask Energy Surcharge	-	-	-
Other	-	-	-
<b>Total Grants in Lieu of Taxes</b>	<u>53,521</u>	<u>62,167</u>	<u>59,726</u>
<b>TOTAL TAXES AND OTHER UNCONDITIONAL REVENUE</b>	<u>\$ 866,068</u>	<u>874,438</u>	<u>825,298</u>

See accompanying notes to the financial statements.

## TOWN OF HEPBURN

## SCHEDULE OF OPERATING AND CAPITAL REVENUE BY FUNCTION

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>GENERAL GOVERNMENT SERVICES</b>			
<b>Operating</b>			
Other Segmented Revenue			
Fees and Charges			
Custom work	\$ 2,600	2,783	2,460
Sales of supplies	1,300	1,592	1,957
Other (rent)	2,554	3,056	11,677
Total Fees and Charges	<u>6,454</u>	<u>7,431</u>	<u>16,094</u>
Tangible capital asset sales - gain (loss)	-	-	-
Land sales - gain	-	-	-
Investment income	75,000	81,259	33,013
Commissions	-	-	-
Other Segmented Revenue (donations)	-	-	6,400
Total other segmented revenue	<u>81,454</u>	<u>88,690</u>	<u>55,507</u>
Conditional Grants			
Federal - Student Employment	1,820	1,820	6,385
Other (Infrastructure Canada)	-	2	-
Total Conditional Grants	<u>1,820</u>	<u>1,822</u>	<u>6,385</u>
<b>Total Operating</b>	<u>83,274</u>	<u>90,512</u>	<u>61,892</u>
<b>Capital</b>			
Conditional Grants			
Canada Community-Building Fund (CCBF)	-	-	-
Provincial - Disaster Assistance	-	-	-
Other	-	-	-
<b>Total Capital</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Restructuring Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total General Government Services</b>	<u>83,274</u>	<u>90,512</u>	<u>61,892</u>
<b>PROTECTIVE SERVICES</b>			
<b>Operating</b>			
Other Segmented Revenue			
Fees and Charges			
Other (fire calls)	13,000	28,507	88,836
Total Fees and Charges	<u>13,000</u>	<u>28,507</u>	<u>88,836</u>
Tangible capital asset sales - gain (loss)	-	(110,499)	-
Other Segmented Revenue	-	-	-
Total other segmented revenue	<u>13,000</u>	<u>(81,992)</u>	<u>88,836</u>
Conditional Grants			
Federal - Student Employment	-	-	-
Local government	21,073	7,867	21,073
Other	-	-	-
Total Conditional Grants	<u>21,073</u>	<u>7,867</u>	<u>21,073</u>
<b>Total Operating</b>	<u>34,073</u>	<u>(74,125)</u>	<u>109,909</u>
<b>Capital</b>			
Conditional Grants			
Canada Community-Building Fund (CCBF)	-	-	-
Provincial - Disaster Assistance	-	-	-
Local Government	-	-	-
Other	-	-	-
<b>Total Capital</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Restructuring Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Protective Services</b>	<u>34,073</u>	<u>(74,125)</u>	<u>109,909</u>

See accompanying notes to the financial statements.

## TOWN OF HEPBURN

## SCHEDULE OF OPERATING AND CAPITAL REVENUE BY FUNCTION

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>TRANSPORTATION SERVICES</b>			
<b>Operating</b>			
Other Segmented Revenue			
Fees and Charges			
Custom work	\$ 1,000	-	-
Sale of gravel and supplies	-	-	-
Road maintenance and restoration agreements	-	-	-
Other	-	-	-
Total Fees and Charges	<u>1,000</u>	<u>-</u>	<u>-</u>
Tangible capital asset sales - gain (loss)	-	-	-
Other Segmented Revenue	-	-	-
Total other segmented revenue	<u>1,000</u>	<u>-</u>	<u>-</u>
Conditional Grants			
Primary Weight Corridor	-	-	-
Federal - Student Employment	-	-	-
Other	-	-	-
Total Conditional Grants	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Operating</b>	<u>1,000</u>	<u>-</u>	<u>-</u>
<b>Capital</b>			
Conditional Grants			
Canada Community-Building Fund (CCBF)	-	-	-
MREP (Heavy Haul, CTP, Municipal Bridges)	-	-	-
Provincial - Disaster Assistance	-	-	-
Other	-	-	-
<b>Total Capital</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Restructuring Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Transportation Services</b>	<u>1,000</u>	<u>-</u>	<u>-</u>
<b>ENVIRONMENTAL AND PUBLIC HEALTH SERVICES</b>			
<b>Operating</b>			
Other Segmented Revenue			
Fees and Charges			
Waste and Disposal Charges	82,200	85,102	77,176
Other	-	-	-
Total Fees and Charges	<u>82,200</u>	<u>85,102</u>	<u>77,176</u>
Tangible capital asset sales - gain (loss)	-	-	-
Other Segmented Revenue	-	-	-
Total other segmented revenue	<u>82,200</u>	<u>85,102</u>	<u>77,176</u>
Conditional Grants			
Federal - Student Employment	-	-	-
TAPD	-	-	-
Local government	14,760	17,827	24,575
Other	-	-	-
Total Conditional Grants	<u>14,760</u>	<u>17,827</u>	<u>24,575</u>
<b>Total Operating</b>	<u>96,960</u>	<u>102,929</u>	<u>101,751</u>
<b>Capital</b>			
Conditional Grants			
Canada Community-Building Fund (CCBF)	-	-	-
TAPD	-	-	-
Provincial - Disaster Assistance	-	-	-
Other	-	-	-
<b>Total Capital</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Restructuring Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Environmental and Public Health Services Services</b>	<u>96,960</u>	<u>102,929</u>	<u>101,751</u>

See accompanying notes to the financial statements.

## TOWN OF HEPBURN

## SCHEDULE OF OPERATING AND CAPITAL REVENUE BY FUNCTION

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>PLANNING AND DEVELOPMENT SERVICES</b>			
<b>Operating</b>			
Other Segmented Revenue			
Fees and Charges			
Maintenance and development charges	\$ -	-	-
Other (licenses & permits)	8,355	9,213	9,163
Total Fees and Charges	<u>8,355</u>	<u>9,213</u>	<u>9,163</u>
Tangible capital asset sales - gain (loss)	-	-	-
Other Segmented Revenue	-	-	-
Total other segmented revenue	<u>8,355</u>	<u>9,213</u>	<u>9,163</u>
Conditional Grants			
Federal - Student Employment	-	-	-
Other	-	-	-
Total Conditional Grants	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Operating</b>	<u>8,355</u>	<u>9,213</u>	<u>9,163</u>
<b>Capital</b>			
Conditional Grants			
Canada Community-Building Fund (CCBF)	-	-	-
Provincial - Disaster Assistance	-	-	-
Other	-	-	-
<b>Total Capital</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Restructuring Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Planning and Development Services</b>	<u>8,355</u>	<u>9,213</u>	<u>9,163</u>
<b>RECREATION AND CULTURAL SERVICES</b>			
<b>Operating</b>			
Other Segmented Revenue			
Fees and Charges			
Other (recreation fees)	162,410	164,109	176,450
Total Fees and Charges	<u>162,410</u>	<u>164,109</u>	<u>176,450</u>
Tangible capital asset sales - gain (loss)	-	-	293
Other Segmented Revenue (fundraising & donations)	13,300	2,789	26,315
Total other segmented revenue	<u>175,710</u>	<u>166,898</u>	<u>203,058</u>
Conditional Grants			
Student Employment	-	-	-
Local government	4,000	4,800	27,136
Donations	-	-	-
Other (ICIP & Sask. lotteries)	267,320	12,300	122,295
Total Conditional Grants	<u>271,320</u>	<u>17,100</u>	<u>149,431</u>
<b>Total Operating</b>	<u>447,030</u>	<u>183,998</u>	<u>352,489</u>
<b>Capital</b>			
Conditional Grants			
Canada Community-Building Fund (CCBF)	24,286	46,371	21,259
Local Government	-	-	-
Provincial - Disaster Assistance	-	-	-
Other	1,148,029	1,059,224	-
<b>Total Capital</b>	<u>1,172,315</u>	<u>1,105,595</u>	<u>21,259</u>
<b>Restructuring Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Recreation and Cultural Services</b>	<u>1,619,345</u>	<u>1,289,593</u>	<u>373,748</u>

See accompanying notes to the financial statements.



## TOWN OF HEPBURN

## SCHEDULE OF OPERATING AND CAPITAL REVENUE BY FUNCTION

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>UTILITY SERVICES</b>			
<b>Operating</b>			
Other Segmented Revenue			
Fees and Charges			
Water	\$ 548,500	561,210	548,919
Sewer	76,700	84,707	76,028
Other	-	-	-
Total Fees and Charges	<u>625,200</u>	<u>645,917</u>	<u>624,947</u>
Tangible capital asset sales - gain (loss)	-	-	-
Other Segmented Revenue	-	-	-
Total other segmented revenue	<u>625,200</u>	<u>645,917</u>	<u>624,947</u>
Conditional Grants			
Federal - Student Employment	-	-	-
Other	-	-	-
Total Conditional Grants	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Operating</b>	<u>625,200</u>	<u>645,917</u>	<u>624,947</u>
<b>Capital</b>			
Conditional Grants			
Canada Community-Building Fund (CCBF)	-	-	-
New Building Canada Fund (SCF, NRP)	-	-	-
Clean Water and Wastewater Fund	-	-	-
Provincial - Disaster Assistance	-	-	-
Other	-	-	-
<b>Total Capital</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Restructuring Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Utility Services</b>	<u>625,200</u>	<u>645,917</u>	<u>624,947</u>
<b>TOTAL OPERATING AND CAPITAL REVENUE BY FUNCTION</b>	<u>\$ 2,468,207</u>	<u>2,064,039</u>	<u>1,281,410</u>
<b>SUMMARY</b>			
Total Other Segmented Revenue	\$ 986,919	913,828	1,058,687
Total Conditional Grants	308,973	44,616	201,464
Total Capital Grants and Contributions	1,172,315	1,105,595	21,259
Restructuring Revenue	-	-	-
<b>TOTAL REVENUE BY FUNCTION</b>	<u>\$ 2,468,207</u>	<u>2,064,039</u>	<u>1,281,410</u>

See accompanying notes to the financial statements.

## TOWN OF HEPBURN

## TOTAL EXPENSES BY FUNCTION

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>GENERAL GOVERNMENT SERVICES</b>			
Council remuneration and travel	\$ 18,500	20,410	19,225
Wages and benefits	172,600	174,445	160,967
Professional/Contractual services	119,157	102,998	58,270
Utilities	13,988	12,370	12,759
Maintenance, materials, and supplies	11,500	10,008	3,814
Grants and contributions	-	-	-
-operating	764	1,184	-
-capital	-	-	-
Amortization	3,534	3,828	3,534
Accretion of asset retirement obligations	-	-	-
Interest	1,000	817	698
Allowance for uncollectibles	200	3	-
Other (elections)	-	471	-
<b>General Government Services</b>	<u>341,243</u>	<u>326,534</u>	<u>259,267</u>
<b>Restructuring</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total General Government Services</b>	<u>341,243</u>	<u>326,534</u>	<u>259,267</u>
<b>PROTECTIVE SERVICES</b>			
<b>Police protection</b>			
Wages and benefits	-	-	-
Professional/Contractual services	63,916	56,699	64,634
Utilities	-	-	-
Maintenance, materials, and supplies	-	-	-
Grants and contributions	-	-	-
-operating	-	-	-
-capital	-	-	-
Amortization	-	-	-
Accretion of asset retirement obligations	-	-	-
Interest	-	-	-
Other	-	-	-
<b>Fire protection</b>			
Wages and benefits	7,125	7,550	6,738
Professional/Contractual services	16,384	13,928	13,457
Utilities	5,500	5,018	4,039
Maintenance, materials, and supplies	21,900	18,423	5,143
Grants and contributions	-	-	-
-operating	-	-	-
-capital	-	-	-
Amortization	15,997	24,018	15,996
Accretion of asset retirement obligations	-	2,191	-
Interest	-	-	1
Other	-	-	-
<b>Protective Services</b>	<u>130,822</u>	<u>127,827</u>	<u>110,008</u>
<b>Restructuring</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Protective Services</b>	<u>130,822</u>	<u>127,827</u>	<u>110,008</u>

See accompanying notes to the financial statements.

## TOWN OF HEPBURN

## TOTAL EXPENSES BY FUNCTION

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>TRANSPORTATION SERVICES</b>			
Wages and benefits	\$ 97,528	94,708	92,664
Professional/Contractual services	55,105	36,904	18,623
Utilities	19,300	17,048	16,497
Maintenance, materials, and supplies	53,600	22,363	29,725
Gravel	6,500	-	3,374
Grants and contributions	-	-	-
-operating	-	-	-
-capital	-	-	-
Amortization	87,418	88,489	87,416
Accretion of asset retirement obligations	-	-	-
Interest	-	-	-
Other	-	-	-
<b>Transportation Services</b>	<u>319,451</u>	<u>259,512</u>	<u>248,299</u>
<b>Restructuring</b>	-	-	-
<b>Total Transportation Services</b>	<u>319,451</u>	<u>259,512</u>	<u>248,299</u>
<b>ENVIRONMENTAL SERVICES</b>			
Wages and benefits	-	-	-
Contractual services	89,785	89,325	93,234
Utilities	-	-	-
Maintenance, materials, and supplies	500	-	343
Grants and contributions	-	-	-
-operating	-	-	-
Waste disposal	-	-	-
Public health	-	-	-
-capital	-	-	-
Waste disposal	-	-	-
Public health	-	-	-
Amortization	-	-	-
Accretion of asset retirement obligations	-	-	-
Interest	-	-	-
Other	-	-	-
<b>Environmental and Public Health Services</b>	<u>90,285</u>	<u>89,325</u>	<u>93,577</u>
<b>Restructuring</b>	-	-	-
<b>Total Environmental and Public Health Services</b>	<u>90,285</u>	<u>89,325</u>	<u>93,577</u>
<b>PLANNING AND DEVELOPMENT SERVICES</b>			
Wages and benefits	-	-	-
Contractual services	17,450	8,246	7,218
Grants and contributions	-	-	-
-operating	-	-	-
-capital	-	-	-
Amortization	-	-	-
Accretion of asset retirement obligations	-	-	-
Interest	-	-	-
Other	-	-	-
<b>Planning and Development Services</b>	<u>17,450</u>	<u>8,246</u>	<u>7,218</u>
<b>Restructuring</b>	-	-	-
<b>Total Planning and Development Services</b>	<u>17,450</u>	<u>8,246</u>	<u>7,218</u>

See accompanying notes to the financial statements.

## TOWN OF HEPBURN

## TOTAL EXPENSES BY FUNCTION

Year ended December 31, 2023  
with comparative figures for 2022

	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>Actual</u>	<u>2022</u> <u>Actual</u>
<b>RECREATION AND CULTURAL SERVICES</b>			
Wages and benefits	\$ 215,499	209,581	195,823
Contractual services	82,684	71,856	81,165
Utilities	95,526	82,380	76,416
Maintenance, materials, and supplies	103,955	77,351	82,343
Grants and contributions	9,000	9,693	5,753
	-operating		
	-capital		
Amortization	27,889	45,675	27,888
Accretion of asset retirement obligations	-	2,210	-
Interest	9,966	8,983	10,192
Allowance for uncollectibles	-	400	-
Other	-	-	-
<b>Recreation and Cultural Services</b>	<u>544,519</u>	<u>508,129</u>	<u>479,580</u>
<b>Restructuring</b>	-	-	-
<b>Total Recreation and Cultural Services</b>	<u>544,519</u>	<u>508,129</u>	<u>479,580</u>
<b>UTILITY SERVICES</b>			
Wages and benefits	56,155	55,311	53,223
Contractual services	256,117	252,536	238,509
Utilities	25,870	24,569	23,498
Maintenance, materials, and supplies	59,320	38,456	33,704
Grants and contributions	-	-	-
	-operating		
	-capital		
Amortization	178,041	178,040	178,040
Accretion of asset retirement obligations	-	-	-
Interest	26,700	23,255	28,674
Allowance for uncollectibles	-	-	-
Other	-	-	-
<b>Utility Services</b>	<u>602,203</u>	<u>572,167</u>	<u>555,648</u>
<b>Restructuring</b>	-	-	-
<b>Total Utility Services</b>	<u>602,203</u>	<u>572,167</u>	<u>555,648</u>
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<u>\$ 2,045,973</u>	<u>1,891,740</u>	<u>1,753,597</u>

See accompanying notes to the financial statements.

# TOWN OF HEPBURN

## Schedule 4

### SCHEDULE OF SEGMENT DISCLOSURE BY FUNCTION

Year ended December 31, 2023

	General Government	Protective Services	Transportation Services	Environmental & Public Health	Planning and Development	Recreation and Culture	Utility Services	Total
<b>Revenues (Schedule 2)</b>								
Fees and charges	\$ 7,431	28,507	-	85,102	9,213	164,109	645,917	940,279
Tangible capital asset sales - Gain (loss)	-	(110,499)	-	-	-	-	-	(110,499)
Land sales - Gain (loss)	-	-	-	-	-	-	-	-
Investment income	81,259	-	-	-	-	-	-	81,259
Commissions	-	-	-	-	-	-	-	-
Other revenues	-	-	-	-	-	2,789	-	2,789
Grants - Conditional	1,822	7,867	-	17,827	-	17,100	-	44,616
Grants - Capital	-	-	-	-	-	1,105,595	-	1,105,595
Restructurings	-	-	-	-	-	-	-	-
<b>Total revenues</b>	<u>90,512</u>	<u>(74,125)</u>	<u>-</u>	<u>102,929</u>	<u>9,213</u>	<u>1,289,593</u>	<u>645,917</u>	<u>2,064,039</u>
<b>Expenses (Schedule 3)</b>								
Wages & Benefits	194,855	7,550	94,708	-	-	209,581	55,311	562,005
Professional/Contractual Services	102,998	70,627	36,904	89,325	8,246	71,856	252,536	632,492
Utilities	12,370	5,018	17,048	-	-	82,380	24,569	141,385
Maintenance, materials and supplies	10,008	18,423	22,363	-	-	77,351	38,456	166,601
Grants and contributions	1,184	-	-	-	-	9,693	-	10,877
Amortization	3,828	24,018	88,489	-	-	45,675	178,040	340,050
Accretion of asset retirement obligations	-	2,191	-	-	-	2,210	-	4,401
Interest	817	-	-	-	-	8,983	23,255	33,055
Allowance for uncollectibles	3	-	-	-	-	400	-	403
Other	471	-	-	-	-	-	-	471
Restructurings	-	-	-	-	-	-	-	-
<b>Total expenses</b>	<u>326,534</u>	<u>127,827</u>	<u>259,512</u>	<u>89,325</u>	<u>8,246</u>	<u>508,129</u>	<u>572,167</u>	<u>1,891,740</u>
<b>Surplus (deficit) by function</b>	(236,022)	(201,952)	(259,512)	13,604	967	781,464	73,750	172,299
Taxation and other unconditional revenue (Schedule 1)								874,438
<b>Net surplus (deficit)</b>								<u>\$ 1,046,737</u>

See accompanying notes to the financial statements.

# TOWN OF HEPBURN

## Schedule 5

### SCHEDULE OF SEGMENT DISCLOSURE BY FUNCTION

Year ended December 31, 2022

	General Government	Protective Services	Transportation Services	Environmental & Public Health	Planning and Development	Recreation and Culture	Utility Services	Total
<b>Revenues (Schedule 2)</b>								
Fees and charges	\$ 16,094	88,836	-	77,176	9,163	176,450	624,947	992,666
Tangible capital asset sales - Gain (loss)	-	-	-	-	-	293	-	293
Land sales - Gain (loss)	-	-	-	-	-	-	-	-
Investment income	33,013	-	-	-	-	-	-	33,013
Commissions	-	-	-	-	-	-	-	-
Other revenues	6,400	-	-	-	-	26,315	-	32,715
Grants - Conditional	6,385	21,073	-	24,575	-	149,431	-	201,464
Grants - Capital	-	-	-	-	-	21,259	-	21,259
Restructurings	-	-	-	-	-	-	-	-
<b>Total revenues</b>	<u>61,892</u>	<u>109,909</u>	<u>-</u>	<u>101,751</u>	<u>9,163</u>	<u>373,748</u>	<u>624,947</u>	<u>1,281,410</u>
<b>Expenses (Schedule 3)</b>								
Wages & Benefits	180,192	6,738	92,664	-	-	195,823	53,223	528,640
Professional/Contractual Services	58,270	78,091	18,623	93,234	7,218	81,165	238,509	575,110
Utilities	12,759	4,039	16,497	-	-	76,416	23,498	133,209
Maintenance, materials and supplies	3,814	5,143	33,099	343	-	82,343	33,704	158,446
Grants and contributions	-	-	-	-	-	5,753	-	5,753
Amortization	3,534	15,996	87,416	-	-	27,888	178,040	312,874
Accretion of asset retirement obligations	-	-	-	-	-	-	-	-
Interest	698	1	-	-	-	10,192	28,674	39,565
Allowance for uncollectibles	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Restructurings	-	-	-	-	-	-	-	-
<b>Total expenses</b>	<u>259,267</u>	<u>110,008</u>	<u>248,299</u>	<u>93,577</u>	<u>7,218</u>	<u>479,580</u>	<u>555,648</u>	<u>1,753,597</u>
<b>Surplus (deficit) by function</b>	(197,375)	(99)	(248,299)	8,174	1,945	(105,832)	69,299	(472,187)
Taxation and other unconditional revenue (Schedule 1)								825,298
<b>Net surplus (deficit)</b>								<u>\$ 353,111</u>

See accompanying notes to the financial statements.

## TOWN OF HEPBURN

## SCHEDULE OF TANGIBLE CAPITAL ASSETS BY OBJECT

Year ended December 31, 2023  
with comparative figures for 2022

	2023						2022	
	General Assets		Machinery & Equipment	Infrastructure Assets		General / Infrastructure Assets Under Construction	Total	Total
	Land Improvements	Buildings		Vehicles	Linear Assets			
<b>Asset cost</b>								
Opening asset costs	\$ 87,300	174,671	1,669,626	463,422	521,724	11,946,726	481,858	15,345,327
Additions during the year	-	-	920,566	-	26,508	-	30,000	977,074
Disposals and write-downs during the year	-	-	-	(165,831)	-	-	-	(165,831)
Transfers (from) assets under construction	-	-	480,798	-	-	-	(480,798)	-
Transfer of assets related to restructuring (Schedule 11)	-	-	-	-	-	-	-	-
<b>Closing asset costs</b>	<u>87,300</u>	<u>174,671</u>	<u>3,070,990</u>	<u>297,591</u>	<u>548,232</u>	<u>11,946,726</u>	<u>31,060</u>	<u>16,156,570</u>
<b>Accumulated amortization cost</b>								
Opening accumulated amortization costs	-	4,661	771,136	117,319	102,398	3,805,574	-	4,801,088
Add: Amortization taken	-	17,467	37,124	19,008	30,686	235,765	-	340,050
Less: Accumulated amortization on disposals	-	-	-	(46,332)	-	-	-	(46,332)
Transfer of assets related to restructuring (Schedule 11)	-	-	-	-	-	-	-	-
<b>Closing accumulated amortization costs</b>	<u>-</u>	<u>22,128</u>	<u>808,260</u>	<u>89,995</u>	<u>133,084</u>	<u>4,041,339</u>	<u>-</u>	<u>5,094,806</u>
<b>Net book value</b>	<u>\$ 87,300</u>	<u>152,543</u>	<u>2,262,730</u>	<u>207,596</u>	<u>415,148</u>	<u>7,905,387</u>	<u>31,060</u>	<u>10,544,239</u>
1. Total contributed/donated assets received in 2023:	\$ -	-	-	-	-	-	-	-
2. List of assets recognized at nominal value in 2023 are:								
-Infrastructure Assets	\$ -	-	-	-	-	-	-	-
-Vehicles	\$ -	-	-	-	-	-	-	-
-Machinery and Equipment	\$ -	-	-	-	-	-	-	-
3. Amount of interest capitalized in 2023:	\$ -	-	-	-	-	-	-	-

See accompanying notes to the financial statements.

TOWN OF HEPBURN

SCHEDULE OF TANGIBLE CAPITAL ASSETS BY FUNCTION

Year ended December 31, 2023  
with comparative figures for 2022

	2023						2022	
	General Government	Protective Services	Transportation Services	Environmental & Public Health	Planning & Development	Recreation & Culture	Water & Sewer	Total
<b>Asset cost</b>								
Opening asset costs	\$ 166,633	563,414	2,749,450	-	-	1,916,857	9,948,973	15,345,327
Additions during the year	6,771	31,527	42,805	-	-	895,971	-	977,074
Disposals and write-downs during the year	-	(165,831)	-	-	-	-	-	(165,831)
Transfer of assets related to restructuring (Schedule 11)	-	-	-	-	-	-	-	-
<b>Closing asset costs</b>	<u>173,404</u>	<u>429,110</u>	<u>2,792,255</u>	<u>-</u>	<u>-</u>	<u>2,812,828</u>	<u>9,948,973</u>	<u>16,156,570</u>
<b>Accumulated amortization cost</b>								
Opening accumulated amortization costs	16,074	244,262	1,434,002	-	-	597,928	2,508,822	4,508,416
Add: Amortization taken	3,828	24,018	88,489	-	-	45,675	178,040	312,874
Less: Accumulated amortization on disposals	-	(46,332)	-	-	-	-	-	(46,332)
Transfer of assets related to restructuring (Schedule 11)	-	-	-	-	-	-	-	-
<b>Closing accumulated amortization costs</b>	<u>19,902</u>	<u>221,948</u>	<u>1,522,491</u>	<u>-</u>	<u>-</u>	<u>643,603</u>	<u>2,686,862</u>	<u>5,094,806</u>
<b>Net book value</b>	<u>\$ 153,502</u>	<u>207,162</u>	<u>1,269,764</u>	<u>-</u>	<u>-</u>	<u>2,169,225</u>	<u>7,262,111</u>	<u>11,061,764</u>
								<u>10,544,239</u>

See accompanying notes to the financial statements.



**TOWN OF HEPBURN**  
**SCHEDULE OF ACCUMULATED SURPLUS**  
Year ended December 31, 2023

	<u>2022</u>	<u>Changes</u>	<u>2023</u>
<b>UNAPPROPRIATED SURPLUS</b>	\$ <u>712,355</u>	<u>721,261</u>	<u>1,433,616</u>
<b>APPROPRIATED RESERVES</b>			
Reserve for machinery and equipment	20,000	20,000	40,000
Public reserve	600	-	600
Capital trust fund	-	-	-
Utility reserve	1,469,854	139,669	1,609,523
Other reserves	<u>802,780</u>	<u>(581,268)</u>	<u>221,512</u>
<b>Total Appropriated</b>	<u>2,293,234</u>	<u>(421,599)</u>	<u>1,871,635</u>
<b>NET INVESTMENT IN TANGIBLE CAPITAL ASSETS</b>			
Tangible capital assets (Schedule 6)	10,544,239	517,525	11,061,764
Less: Related debt	<u>(1,088,156)</u>	<u>229,550</u>	<u>(858,606)</u>
<b>Net Investment in Tangible Capital Assets</b>	<u>9,456,083</u>	<u>747,075</u>	<u>10,203,158</u>
<b>Accumulated Surplus excluding remeasurement gains (losses)</b>	<u>\$ 12,461,672</u>	<u>1,046,737</u>	<u>13,508,409</u>

See accompanying notes to the financial statements.

**TOWN OF HEPBURN**

**SCHEDULE OF MILL RATES AND ASSESSMENTS**

Year ended December 31, 2023  
with comparative figures for 2022

	PROPERTY CLASS					Total
	Agriculture	Residential	Residential Condominium	Seasonal Residential	Commercial & Industrial	
Taxable Assessment	\$ 21,780	49,827,920	1,269,200	-	1,295,060	52,413,960
Regional Park Assessment						
Total Assessment						52,413,960
Mill Rate Factor(s)	1.3000	1.0100	1.0100	1.0000	1.4000	
Total Base/Minimum Tax (generated for each property class)	600	350,550	-	-	17,400	368,550
Total Municipal Tax Levy (include base and/or minimum tax and special levies)	\$ 747	612,246	6,666	-	26,828	646,487

MILLS	
Average Municipal*	12.334
Average School*	4.596
Potash Mill Rate	-
Uniform Municipal Mill Rate	5.200

\* Average Mill Rates (multiply the total tax levy for each taxing authority by 1000 and divide by the total assessment for the taxing authority)

See accompanying notes to the financial statements.



## TOWN OF HEPBURN

## SCHEDULE OF COUNCIL REMUNERATION

Year ended December 31, 2023  
with comparative figures for 2022

Position	Name	<u>Remuneration</u>	<u>Reimbursed Costs</u>	<u>Total</u>
Mayor	Deidra Prosofsky	\$ 5,050	118	5,168
Councillor	Andrew Berg	3,150	-	3,150
Councillor	Craig Kosowan	1,750	-	1,750
Councillor	Erica Baerwald	4,175	227	4,402
Councillor	Neil Mihalicz	4,375	-	4,375
Total		<u>\$ 18,500</u>	<u>345</u>	<u>18,845</u>

See accompanying notes to the financial statements.

**TOWN OF HEPBURN**  
**SCHEDULE OF RESTRUCTURING**  
**Year ended December 31, 2023**

**Carrying Amount of Assets and Liabilities Transferred/Received at Restructuring Date**

Cash and cash equivalents	\$ -
Investments	-
Taxes receivable - Municipal	-
Other accounts receivable	-
Assets held for sale	-
Long-term receivables	-
Debt charges recoverable	-
Bank indebtedness	-
Accounts payable	-
Accrued liabilities payable	-
Deposits	-
Deferred revenue	-
Asset retirement obligations	-
Liability for contaminated sites	-
Other liabilities	-
Long-term debt	-
Lease obligations	-
Tangible capital assets	-
Prepayments and deferred charges	-
Stock and supplies	-
Other	-
	<hr/>
<b>Total Net Carrying Amount Received (Transferred)</b>	<b>\$ <u>-</u></b>

See accompanying notes to the financial statements.