

# Town of Coronach - Council Meeting Minutes

Minutes for the regular meeting of the Council of the Town of Coronach held at  
212 1<sup>st</sup> Street East, Coronach, Saskatchewan on July 13<sup>th</sup>, 2021 at 6:00 pm

Mayor Calvin Martin calls the meeting to order at 6:04pm  
Present: Calvin Martin, Jim Achtymichuk, Leanne Kuski, Nathan Guskjolen,  
Ron Mamer (via Zoom), & Administrator C MacKay-Wilson  
Regrets: Sharon Adam, Sam Koszman

## 133.2021            Agenda

J Achtymichuk/L Kuski            That the Agenda be accepted as presented.  
Carried.

## 134.2021            Consent Agenda

N Guskjolen/J Achtymichuk That the Consent Agenda items be approved  
and accepted as presented including: RCMP report June 2021, Water Report  
June 2021, Correspondence from B&A Consulting in Reimagining the  
Reservoir Information booklet and tour book, Provincial mediation update on  
Coronach Bunkhouse properties, List of Accounts payable Batches 2021-  
0045 to 2021-56 for a total of \$180561.81, Minutes from Regular council  
meeting on June 8<sup>th</sup>, 2021 as amended with added resolution 132.2021 to  
Adjourn per the Administrator's notes, Administrators report to be marked  
confidential, Foreman Report June 2021, and June 2021 Bank  
Reconciliations. Carried.

## 135.2021            Monthly Financial Statement, June 30<sup>th</sup>, 2021

R Mamer/N Guskjolen That the Monthly Financial Statement, June 30<sup>th</sup>, 2021  
with revenues of \$123,340 and expenses of \$108,519 be approved as  
presented. Carried.

## 136.2021            Coronach Economic Development Officer Report

L Kuski/J Achtymichuk            That K Manske's Coronach Economic  
Development Officer Report be accepted as presented. Carried.

## 137.2021            In Camera session

That the regular meeting of council be moved to In Camera at 6:12pm under  
The Local Authority Freedom of Information and Protection of Privacy Act,  
Part III, Section 18 (1) (a) (b) (c) (ii) (iii) Third Party Information: *Rainmaker  
Feasibility study results to be presented In-Camera.* Carried.

## 138.2021            Out of In Camera Session

L Kuski/J Achtymichuk            That the In Camera Session end at 6:21pm.  
Carried.

## Old Business

## 139.2021            STCTP Application

L Kuski/N Guskjolen            That the STCTP application for Highway 18  
improvements from Hwy 18 & Hwy 36 junction to Big Beaver access be  
submitted. Carried.

## 140.2021            Tangible Capital Accounting Policy amendment

J Achtymichuk/N Guskjolen That the amended Tangible Capital Accounting  
Policy be approved and accepted as presented. Carried.

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141.2021 Bylaw 4.2021 to Extend time to submit Financial Statements  
That Bylaw 4.2021 to extend time to submit Financial Statements for Town of Coronach, be read a first time. Carried

142.2021 Bylaw 4.2021 to Extend time to submit Financial Statements  
That Bylaw 4.2021 to extend time to submit Financial Statements for Town of Coronach, be read a second time. Carried

143.2021 Bylaw 4.2021 to Extend time to submit Financial Statements  
That Bylaw 4.2021 to extend time to submit Financial Statements for Town of Coronach. Carried Unanimously

144.2021 Bylaw 4.2021 to Extend time to submit Financial Statements  
That Bylaw 4.2021 to extend time to submit Financial Statements for Town of Coronach, be adopted, signed and sealed. Carried

145.2021 Poplar River Land Trust  
That the Town of Coronach send a letter of support for the Poplar River Land Trust for land conservancy, reclamation, and restoration of land in the Coronach area and in the R.M of Hart Butte, No. 11. Carried.

146.2021 Provincial Coal Transition funds  
R Mamer/N Guskjolen That the Provincial Coal Transition funds be placed into a checking account per the auditor. Signatories on the account will be two of the following: C MacKay-Wilson, C Martin, T Mills and J Achtymichuk. Payments from this account will be governed with South Sask Ready motions and, in the case of applications for funding, contracts signed by South Sask Ready Executive, the Town of Coronach Mayor or C.A.O and the applicant. Bank Reconciliations on this account will be presented to the South Sask Ready Board quarterly. Carried.

## New Business

147.2021 2020 Draft Financial Statements  
R Mamer/J Achtymichuk That the 2020 Draft Financial Statements be approved as presented with total revenues of \$1,726,790, expenses of \$1,821,704, assets of \$2,311,638 and Liabilities of \$1,339,742 and total accumulated surplus of \$5,591,017. Carried.

148.2021 Bylaw 6.2021 Fire Ban process  
J Achtymichuk/L Kuski That Bylaw 6.2021 Fire Ban process for Town of Coronach, be read a first time. Carried.

149.2021 Bylaw 6.2021 Fire Ban process  
R Mamer/N Guskjolen That Bylaw 6.2021 Fire Ban process for Town of Coronach, be read a second time. Carried.

150.2021 Bylaw 6.2021 Fire Ban process  
L Kuski/R Mamer That Bylaw 6.2021 Fire Ban process for Town of Coronach, be given a third reading at this meeting. Carried Unanimously.

151.2021 Bylaw 6.2021 Fire Ban process  
N Guskjolen/J Achtymichuk That That Bylaw 6.2021 Fire Ban process for Town of Coronach, be adopted, signed and sealed. Carried.

# Town of Coronach - Council Meeting Minutes

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212 1<sup>st</sup> Street East, Coronach, Saskatchewan on July 13<sup>th</sup>, 2021 at 6:00 pm

152.2021 Annual abatement Coronach New Horizons  
L Kuski/N Guskjolen That the Annual abatement Coronach New Horizons  
of \$1885.86 be approved. Carried.

C MacKay-Wilson will develop a Policy to clarify procedures for property  
owners with Sewer or Water Line repair, cleaning or replacement disputes  
to be presented to council August 10<sup>th</sup>, 2021 and will send a letter to Valerie  
Rousseau and C R Plumbing in reply to the letter received June 17<sup>th</sup>, 2021.

153.2021 Targetted Sector Support grant for SSR approval  
N Guskjolen/J Achtymichuk That the Town of Coronach approve the  
Targetted Sector Support grant for \$75,000 on behalf of the South Sask  
Ready project for Land Use planning and development policy. Carried.

Personnel meeting to review HR Manual date will be August 25<sup>th</sup>, 2021 at the  
Town officer at 2pm.

154.2021 Street closure approval August 28<sup>th</sup> 2021  
J Achtymichuk/N Guskjolen That Centre Street from Railway Avenue to the  
Sportsplex and 1<sup>st</sup> Avenue from 1<sup>st</sup> Street East to 1<sup>st</sup> Street West be closed on  
August 28<sup>th</sup>, 2021 for Old Coronach Street Festival. Old Coronach Festival is  
responsible to notify all businesses impacted. Carried.

155.2021 Tax Title Property  
R Mamer/N Guskjolen That the pro-rated amount of tax on Roll 160 (total  
\$9128.17) and Roll 5 (total \$9918.13) appropriate to title transfer be  
transferred to Tax Title Property. Carried.

156.2021 Adjourn  
C Martin That the regular meeting of council be adjourned at 8:21pm and  
the next regulat meeting of council is scheduled to be on August 10<sup>th</sup>, 2021  
at 6:00 pm. Carried.



\_\_\_\_\_  
Mayor Calvin Martin

  
\_\_\_\_\_  
Catherine MacKay-Wilson, CAO

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: BANK - BANK</b>					
Computer Cheques:					
8202	2021-06-24	<b>RWC Carpentry</b> 200025+200026	Hback and added WTP final	2,639.14	2,639.14
8203	2021-06-29	Void during printing			
8204	2021-06-29	Void during printing			
8205	2021-06-29	Void during printing			
8206	2021-06-29	Void during printing			
8207	2021-06-29	Void during printing			
8208	2021-06-29	Void during printing			
8209	2021-06-29	Void during printing			
8210	2021-06-29	Void during printing			
8211	2021-06-29	<b>B&amp;A Planning Group</b> 51780	Reservoir study - # 16699	8,038.65	8,038.65
8212	2021-06-29	<b>Southland Co-operative Ltd</b> May 2021 stmnt	Southland	1,403.31	1,403.31
8213	2021-06-29	<b>Saskatchewan Parks and Rec Ass</b> 5749	Donation- Membership	75.00	75.00
8214	2021-06-29	<b>Coronach Agencies (2004) Ltd.</b> T124362535-21	Auto Pack policy	896.76	896.76
8215	2021-06-29	<b>Korey Egan</b> June 21 Tx pymt	Tax payment # 11 & 12	250.00	250.00
8216	2021-06-29	<b>Rockglen Co-Operative Assoc</b> 1582	Lagoon building repairs	1,033.69	1,033.69
8217	2021-06-29	<b>South Central Municipal</b> 2021-13	2021 membership	100.00	100.00
8218	2021-06-29	<b>SUMA Benefits Program</b> July 2021 remit	SUMA July 2021	677.14	677.14
8219	2021-07-13	<b>Assiniboia Times</b> ASD100032975	CONGRATS GRADS	57.75	57.75
8220	2021-07-13	<b>Big Muddy Crafts &amp; Gifts</b> BDBG4	Bus District Beautification	1,600.00	1,600.00
8221	2021-07-13	<b>Clark's Supply &amp; Service</b> 383464	Clutch cable assembly	25.97	25.97
8222	2021-07-13	<b>Cleartech Industries</b> 207446 864887 209910 872087 872115 878738	Container return Chlorine liquified gas Container return credit Chlorine liquifid gas Chlorine liquified gas Chlorine Lqfied gas	3,197.25- 2,753.02 2,205.00- 1,642.17 605.47 615.97	214.38
8223	2021-07-13	<b>Coronach Community Hall Board</b>			

Town of Coronach  
**List of Accounts for Approval**  
As of 2021-07-13  
Batch: 2021-00052 to 2021-00057

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		13-21	Community engagement session	175.00	175.00
8224	2021-07-13	<b>Coronach Rec Board - Newslette</b>			
		40	1/2 page Town new	47.25	47.25
8225	2021-07-13	<b>Coronach Recreation Board</b>			
		Sask Lottery	Funding from Sask Lotteries	7,638.00	7,638.00
8226	2021-07-13	<b>Crown Shred &amp; Recycling Inc</b>			
		465042	Shredding old documents	137.52	137.52
8227	2021-07-13	<b>C.R. Plumbing Ltd.</b>			
		3282	Hall furn-motor & labour	587.36	
		3316	Service office a/c	158.18	745.54
8228	2021-07-13	<b>E. Bourassa &amp; Sons Ltd.</b>			
		IA81563	belt for Woods mower	125.78	125.78
8229	2021-07-13	<b>Bonnie Elder</b>			
		April 2021	Regional group & CCEAT	300.00	300.00
8230	2021-07-13	<b>Sharni-Lee Fulton</b>			
		Cleaning -32	Monthly Office Cleaning	133.20	133.20
8231	2021-07-13	<b>GK Krismer &amp; Associates Ltd.</b>			
		679	Board of Revisions/Appeals	21.00	21.00
8232	2021-07-13	<b>Hart Electric</b>			
		60464	Flat panel lights for office	346.37	
		60478	Service office generator	348.36	694.73
8233	2021-07-13	<b>Calvin Martin</b>			
		Apr, May June	Council Indemnity	1,869.08	1,869.08
8234	2021-07-13	<b>Marv's Tire &amp; Auto Glass</b>			
		BDBG3	Bus District Beutification Gra	2,913.75	2,913.75
8235	2021-07-13	<b>Minister Of Finance - Policing</b>			
		RP-2021-372	Policing for 2021	51,406.75	51,406.75
8236	2021-07-13	<b>Paradis, Janice</b>			
		750823	Main street flowers & baskets	2,053.50	2,053.50
8237	2021-07-13	<b>Perry, Don</b>			
		To July 8 2021	52 hrs. @ \$18/hr	936.00	936.00
8238	2021-07-13	<b>Schnell, Clarence</b>			
		308746	Cemetary maintenance	900.00	900.00
8239	2021-07-13	<b>Staples Business Advantage</b>			
		56422163	OFFICE SUPPLIES	31.49	
		56590975	OFFICE SUPPLIES	10.49	41.98
8240	2021-07-13	<b>Wolseley Canada Inc</b>			
		5944376	parts for booster pump-WTP	252.32	252.32
Other:					
11-Man	2021-06-30	<b>Wallace, Sean</b>			
		11	SSR Director monthly cont	13,125.00	13,125.00
15-Man	2021-06-30	<b>Heidi Watson</b>			
		Web-29	Website monthly fee	49.99	49.99

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
86-Man	2021-06-30	<b>Kelsey Manske</b> CDO-11	WD CDO monthly contract	5,880.00	5,880.00
87-Man	2021-06-30	<b>Poplar River Pharmacy</b> Libraryrent-26	Library Rent	787.50	787.50
89-Man	2021-07-15	<b>Concentra Lease Payment</b> Lease-31	Concentra Lease payment	8,113.60	8,113.60
1224-Man	2021-06-30	<b>Munisoft</b> 2021/22-01224	Custom Reports Webinar-CMW	114.45	114.45
1320-Man	2021-06-30	<b>Munisoft</b> 2021/22-1320	Advanced AP webinar-TM	114.45	114.45
1954-Man	2021-06-25	<b>SaskPower</b> 1029-0066-1954	Acct ending in 9533	90.20	90.20
1955-Man	2021-06-25	<b>SaskPower</b> 1029-066-1955	Acct ending in 9731	566.59	566.59
1956-Man	2021-06-25	<b>SaskPower</b> 1029-0066-1956	Acct ending in 9939	57.25	57.25
2343-Man	2021-06-28	<b>SaskPower</b> 1953-0064-2343	Acct ending in 5748	55.04	55.04
2349-Man	2021-06-28	<b>SaskPower</b> 1953-0064-2349	Acct ending in 8336	34.31	34.31
2350-Man	2021-06-28	<b>SaskPower</b> 1953-0064-2350	Acct ending in 8815	42.99	42.99
3061-Man	2021-07-07	<b>SaskPower</b> 1887-0064-3061	Acct ending in 9344	1,612.64	1,612.64
3750-Man	2021-06-28	<b>SaskPower</b> 2184-0060-3750	Acct ending in 3029	485.58	485.58
4737-Man	2021-06-28	<b>SaskPower</b> 2382-0058-4737	Acct ending in 1879	33.55	33.55
4789-Man	2021-07-15	<b>Purolator Courier Ltd.</b> 447904789		49.47	49.47
4901-Man	2021-07-07	<b>SaskPower</b> 3306-0041-4901	Acct ending in 9561	492.48	492.48
6089-Man	2021-07-07	<b>SaskPower</b> 2118-0060-6869	Acct ending in 7058	33.86	33.86
6844-Man	2021-06-28	<b>SaskPower</b> 2250-0059-6844	Acct ending in 5319	37.81	37.81
8433-Man	2021-06-25	<b>Korey Egan</b> Co op 8433	2 hi-vis t-shirts, 1 jacket	101.64	101.64
8613-Man	2021-06-28	<b>SaskPower</b> 2019-0062-8613	Acct ending in 1378	197.75	197.75
9046-Man	2021-06-28	<b>SaskPower</b> 1722-0066-9046	Acct ending in 4408	33.97	33.97
9629-Man	2021-07-07	<b>SaskPower</b>			

Town of Coronach  
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9839-Man	2021-06-28	1095-0066-9629 <b>SaskPower</b>	Acct ending in 1751	120.98	120.98
13606-Man	2021-06-15	2052-0061-9839 <b>Cummins Canada ULC</b>	Acct ending in 4391	135.29	135.29
40205-Man	2021-07-15	BD-13606 <b>ALS Enviroment</b>	Generator upgrade deposit	10,787.82	10,787.82
40939-Man	2021-07-15	3311140205 <b>ALS Enviroment</b>	Water Sample	22.05	22.05
41635-Man	2021-07-15	3311140939 <b>ALS Enviroment</b>	Water Sample	22.05	22.05
43163-Man	2021-07-15	3311141635 <b>ALS Enviroment</b>	Water Sample	22.05	22.05
62021-Man	2021-07-06	3311143163 <b>Minister Of Finance EPT</b>	Water Sample	22.05	22.05
62021-Man	2021-06-30	June 2021 remit <b>Receiver General Of Canada</b>	June 2021 remittance	616.75	616.75
62021-Man	2021-06-14	June 2021 remit <b>Sasktel</b>	Payroll remittance-June 2021	7,504.67	7,504.67
134599-Man	2021-06-30	06 2021 Cell <b>Municipal Employees Pension PI</b>	Cell phones June 2021	263.16	263.16
137473-Man	2021-06-30	File # 134599 <b>Municipal Employees Pension PI</b>	File 134599 Empl 02138	1,560.20	1,560.20
202104-Man	2021-06-25	File # 137473 <b>Pritchard, Colleen</b>	File # 137473	1,562.62	1,562.62
316707-Man	2021-07-15	2021-04 <b>Success Office Systems</b>	CDCO office rent	500.00	500.00
5312021-Man	2021-06-26	316707 <b>Collabria -Payment Processing</b>	Freight chg for new toner	15.75	15.75
6042021-Man	2021-06-17	May 2021 stmt <b>Sasktel - Land Lines</b>	Mastercard charges	2,314.08	2,314.08
6282021-Man	2021-06-28	062021-Landline <b>Wallace, Sean</b>	Landlines June 2021	980.50	980.50
7092021-Man	2021-07-09	SSR Exp <b>SaskEnergy</b>	SSR Expenses	3,589.40	3,589.40
7805058-Man	2021-07-15	June 2021 billi <b>Loraas Disposal</b>	All SaskEnergy	710.94	710.94
		7805058	May 2021 statement	15,225.39	15,225.39
				<b>Total for BANK:</b>	<b>165,489.06</b>

Report Date  
2021-07-13 12:19 PM

Town of Coronach  
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Certified Correct This July 13, 2021



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Mayor



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Administrator



**Town of Coronach**  
**Monthly Financial Statement - Condensed**  
For the Period Ending June 30, 2021


	<i>Current Month</i>	<i>Year to Date</i>	<i>Budget 2020</i>	<i>Var to Budget %</i>
<b>Revenues</b>				
Taxation	(123)	10,772	629,913	1.7
Fees and Charges	2,667	26,417	47,660	55.4
Utilities	82,879	154,250	334,385	46.1
Grants - MRS, GASTAX, Safe restart, MEEP	36,571	36,571	204,510	17.9
Grants in Lieu of Taxes & Surcharges	1,130	33,927	81,187	41.8
Grants - Summer student Grant			4,800	
Investment Income and Commissions	216	4,082	6,000	68.0
<b>Total Revenues:</b>	<b>123,340</b>	<b>266,019</b>	<b>1,308,455</b>	<b>20.3</b>
<b>Expenditures</b>				
General Government Services	13,551	119,135	310,450	38.4
Protective Services		804	76,340	1.1
Transportation Services	35,334	113,257	284,110	39.9
Environmental Health Services	19,073	79,244	218,980	36.2
Planning and Development Services	6,696	13,068	79,200	16.5
Recreation and Cultural Services	1,227	57,818	85,120	67.9
Utilities	32,638	365,382	257,255	142.0
<b>Total Expenditures:</b>	<b>108,519</b>	<b>748,708</b>	<b>1,311,455</b>	<b>57.1</b>
<b>Change in Net Financial Assets</b>	<b>14,821</b>	<b>(482,689)</b>	<b>(3,000)</b>	<b>6089.6</b>
<b>Total Change in Net Assets</b>	<b>14,821</b>	<b>(482,689)</b>	<b>(3,000)</b>	<b>6089.6</b>


<b>Account Balances</b>	<i>Current</i>	<i>Year to Date</i>	<i>Balance</i>
<b>Municipal Taxes Receivable</b>			
Municipal - Tax Receivable - Current	(2,054)	(35,403)	(125,343)
Municipal - Tax Receivable - Arrears	(2,915)	(3,335)	225,324
<b>Total Municipal Taxes Receivable:</b>	<b>(4,969)</b>	<b>(38,738)</b>	<b>99,981</b>
Cash - On Hand - Petty Cash			100
Cash -Credit Union	(121,795)	(423,283)	412,768
Tourism Consolidation 50%			18,909
Cash - High Int. Savings# 1 THRIVE		(350)	1,994
Cash - CIBC	1,344	14,323	21,450
Cash - Non-Redeemable Equity #1		(53)	477
Cash - Redeemable Equity #1		53	112
Redeemable Term Deposit		2,625	152,625
Cash - Savings2 Ec Dev Funds	17	200,048	206,342
Cash - HIS3 - Deep South EcDev Funds	55	331	667,626
Credential Security Investments			433,554

Certified correct and in accordance with the records

Presented to council on

July 13/2021  
(Date)

  
C MacKay-Wilson  
Town Administrator, Town of Coronach

  
Calvin Martin  
Mayor, Town of Coronach

\*Note all Provincial South Sask Ready, SaskPower Community Fund and Western Diversification grant funds re removed from this report.

# TOWN OF CORONACH

## BYLAW NO 4.2021 - BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE 2020 FINANCIAL STATEMENT

The Council of the Town of Coronach in the Province of Saskatchewan enacts as follows:

The time required for completion of certain financial and audit procedures for the Town of Coronach be extended as follows:

- (a) The time required pursuant to subsection 185(1) of *The Municipalities Act* to complete the annual audit of the municipality's books and records of the annual financial statement be and is extended to July 31<sup>st</sup>, 2021.
- (b) The time required pursuant to subsection 186(1) of *The Municipalities Act* for the submission of a copy of the financial statement and the auditor's report be and is extended to September 15<sup>th</sup>, 2021.
- (c) The time required pursuant to subsection 185(3) of *The Municipalities Act* to publicize the financial statement or synopsis and auditor's report be and is extended to September 30<sup>th</sup>, 2020.

This hereby repeals Bylaw 6.2020.

(SEAL)



Mayor

Administrator

Pursuant to Section 404-*The Municipalities Act*

# TOWN OF CORONACH

## Bylaw No. 6.2021 - A Bylaw of the Town of Coronach to Establish the process for implementing a Fire Ban.

BEING a bylaw of Town of Coronach in the Province of Saskatchewan, to establish a process for banning fires in the Municipality.

WHEREAS Sections 8 of the Municipalities Act, 2005, provides that Council may pass bylaws for the safety, health and welfare of people and the protection of people and property;

NOW THEREFORE, the Council of Town of Coronach enacts as follows:

1. This Bylaw May be cited as the "Fire Ban Bylaw".
2. The preamble forms a part of this Bylaw.
3. In this Bylaw:
  - i) "CAO" shall mean the Chief Administrative Officer of the Town of Coronach.
  - ii) "Council" shall mean the Council of Town of Coronach.
  - iii) "Municipality" shall mean Town of Coronach.
  - iv) "Deputy Mayor" shall mean the Deputy Mayor of Town of Coronach Council.
  - v) "Fire Chief" shall mean the Fire Chief of the Coronach and District Volunteer Fire Department.
  - vi) "Violation Ticket" shall mean a ticket issued for an offense committed against any provision of this Bylaw.
4. Notwithstanding the provision in any other Bylaw the Mayor and CAO may, upon receiving input from any members of the Council, declare a Fire Ban on burning of any kind within the Municipality. A Fire Ban will not be effective until signed by the Mayor or Deputy Mayor, or in their absence, by two members of Council.
5. Two types of Fire Bans may be implemented:
  - i) A Complete Ban — No Fires;
  - ii) A Partial Ban — No fires except for approved cooking appliances; campfires in designated fire sites within campgrounds; or approved open fire pits with screening over the fire with openings no larger than 1.3 Centimetres (0.5 inches)
6. When determining whether to declare a Fire Ban within the Municipality, consideration shall be given to any or all of the following factors:
  - i) Levels of recent precipitation;
  - ii) Future weather forecasts;
  - iii) Water shortages or restrictions;
  - iv) Availability of fire crews, equipment and apparatus;
  - v) The overall fire danger including fire load and level of ground fuels;
  - vi) The amount of or increase in recent outside fires;
  - vii) Implementation of a Fire ban in the R.M of Hart Butte No. 11; and
  - viii) Recommendation of Fire Chief responsible for the Municipality.
7. The Municipality authorizes the Mayor and CAO the authority to remove any Fire Ban when conditions warrant.

# TOWN OF CORONACH

## Bylaw No. 6.2021 - A Bylaw of the Town of Coronach to Establish the process for implementing a Fire Ban.

8. When a Fire Ban is in effect, any person who contravenes the Fire Ban may be subject to the fines established within this bylaw.
9. Any person who fails to comply with any Fire Ban is guilty of an offense and is liable to a fine of \$250.00 on summary conviction for the first offense; to a fine of \$500.00 on summary conviction for a second offense occurring within 12 months of the first offense; to a fine of \$1,000.00 on summary conviction for a third offense occurring within 12 months of the second offense.
10. Where a Fire Chief, the CAO, or a member of Council has reasonable grounds to believe that a person has committed a breach of any of the provisions of this Bylaw, he or she may have a Peace Officer of the Municipality issue and serve such a person a Violation Ticket.
11. Service of such a Violation Ticket shall be sufficient if:
  - i) Personally served; or
  - ii) Left for the person at his/her last or most usual place of residence with a person who appears at least 16 years of age or older.
12. Should any section or part of this Bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded as severable from the rest of this Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section or part found to be improperly enacted had not been enacted as part of this Bylaw.

This bylaw shall come into force and effect on the 13<sup>th</sup> day of July, 2021



Mayor

Chief Administrative Officer

# TOWN OF CORONACH

## BYLAW NO 4.2021 - BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE 2020 FINANCIAL STATEMENT


The Council of the Town of Coronach in the Province of Saskatchewan enacts as follows:

The time required for completion of certain financial and audit procedures for the Town of Coronach be extended as follows:

- (a) The time required pursuant to subsection 185(1) of *The Municipalities Act* to complete the annual audit of the municipality's books and records of the annual financial statement be and is extended to July 31<sup>st</sup>, 2021.
- (b) The time required pursuant to subsection 186(1) of *The Municipalities Act* for the submission of a copy of the financial statement and the auditor's report be and is extended to September 15<sup>th</sup>, 2021.
- (c) The time required pursuant to subsection 185(3) of *The Municipalities Act* to publicize the financial statement or synopsis and auditor's report be and is extended to September 30<sup>th</sup>, 2020.

This hereby repeals Bylaw 6.2020.



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator  
Pursuant to Section 404-*The Municipalities Act*

# TANGIBLE ASSET ACCOUNTING POLICY



Policy Title:	TANGIBLE ASSET POLICY
Policy Number:	ASSET- 02
Authority:	Town of Coronach Council
Approval date:	July 11, 2011
Amended date:	July 13th, 2021
Review date:	July 13th, 2021
Next Review date:	July 2023

## 1. PURPOSE:

The objective of this policy is to prescribe the accounting treatment for tangible capital assets so that users of the financial report can discern information about the investment in property, plant and equipment and the changes in such investment. The principal issues in accounting for tangible capital assets are the recognition of the assets, the determination of their carrying amounts and amortization charges and the recognition of any related impairment losses.

In addition the policy covers policy and procedures to:

- a) Protect and control the use of all tangible capital assets.
- b) Provide accountability over tangible capital assets
- c) Gather and maintain information needed to prepare financial statements.

## 2. SCOPE:

This policy applies to all Town departments, boards and commissions, agencies and other organizations falling within the reporting entity of the Town. Appendices are as follows for reference:

- Appendix A: Definitions
- Appendix B: Capitalization Decision Tree
- Appendix C: Useful Life chart
- Appendix D: Capitalization Thresholds

### Fair Value:

Fair value is the amount of consideration that would be agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

### Capital Lease:

A capital lease is a lease with contractual terms that transfer substantially all the benefits and risks inherent in ownership of property to the Town. For substantially all of the benefits and risks of ownership to be transferred to the lessee, one or more of the following conditions must be met;

- a) There is a reasonable assurance that the Town will obtain ownership of the leased property by the end of the lease term.
- b) The lease term is of such a duration that the Town will receive substantially all of the economic benefits expected to be derived from the use of the leased property over its life span.
- c) The lessor would be assured of recovering the amount invested in the leased property and of earning a return on the investment as a result of the lease agreement.

# TANGIBLE ASSET ACCOUNTING POLICY



## 3. POLICY STATEMENTS:

### Capitalization

Tangible capital assets should be capitalized (recorded in the fixed asset sub-ledger) according to the thresholds in Appendix D. Different thresholds may be used for group assets. Capitalize betterments to existing assets when unit costs exceed the threshold. Asset Classes include the following, as listed on Appendix C:

- land;
- buildings;
- equipment;
- roads;
- water;
- sewer;
- motor vehicles;
- Computer hardware
- Office Furniture

### Valuation

Tangible capital assets should be recorded at cost plus all ancillary charges necessary to place the asset in its intended location and condition for use.

#### 1.1 Purchased assets

Cost is the gross amount of consideration paid to acquire the asset. It includes all non-refundable taxes and duties (e.g. *net of the GST rebate*), freight and delivery charges, installation and site preparation costs, etc. It is net of any trade discounts or rebates.

Cost of land includes purchase price plus legal fees, land registration fees, transfer taxes, etc. Costs would include any costs to make the land suitable for intended use, such as pollution mitigation, demolition and site improvements that become part of the land.

When two or more assets are acquired for a single purchase price, it is necessary to allocate the purchase price to the various assets acquired (e.g. a land and building purchase). Allocation should be based on the fair value of each asset at the time of acquisition or some other reasonable basis if fair value is not readily determinable.

#### 1.2 Acquired, Constructed or Developed assets

Cost includes all costs directly attributable (e.g. construction, architectural and other professional fees) to the acquisition, construction or development of the asset. Carrying costs such as internal design, inspection, administrative and other similar costs may be capitalized. Capitalization of indirect general administrative overheads is not allowed.

Capitalization of carrying costs ceases when no construction or development is taking place or when the tangible capital asset is ready for use.

#### 1.3 Capitalization of Interest Costs

Borrowing costs incurred by the acquisition, construction and production of an asset that takes a substantial period of time to get ready for its intended use should be capitalized as part of the cost of that asset.

# TANGIBLE ASSET ACCOUNTING POLICY



Capitalization of interest costs should commence when expenditures are being incurred, borrowing costs are being incurred and activities that are necessary to prepare the asset for its intended use are in progress. Capitalization should be suspended during the periods in which active development is interrupted. Capitalization should cease when substantially all of the activities necessary to prepare the asset for its intended use are complete. If only minor modifications are outstanding, this indicates that substantially all of the activities are complete.

## 1.4 Donation or Contributed Assets

The cost of donated, contributed, or assets purchased for a nominal value that meet the criteria for recognition is equal to the fair value at the date of construction or contribution. Fair value may be determined using market or appraisal values. Cost may be determined by an estimate of replacement cost. Ancillary costs should be capitalized.

### **Amortization**

The cost, less any residual value, of a tangible capital asset with a limited life should be amortized over its useful life in a rational and systematic manner appropriate to its nature and use. The amortization method and estimate of useful life of the remaining unamortized portion should be reviewed on a regular basis and revised when the appropriateness of a change can be clearly demonstrated.

Useful life is normally the shortest of the asset's physical, technological, commercial or legal life. Town departments, boards and commissions, agencies and other organizations are responsible for establishing and utilizing an appropriate estimated useful life for assets acquired.

Amortization will be recorded on an annual basis and calculated using the straight-line amortization method. The straight-line method is calculated by dividing the asset's original cost, less estimated residual value (if any), by its estimated life in years. This generates a constant annual amortization amount each year. For example, where a piece of equipment has estimated useful life of 10 years and the cost of the equipment is \$30,000, the annual amortization would be calculated as  $\$30,000/10$  years or \$3,000. The amortization charges related to the asset should be reviewed for reasonableness at year-end. Town departments, boards and commissions, agencies and other organizations are responsible for establishing and utilizing an appropriate amortization methodology and rate for assets acquired.

The Town of Coronach will be applying the half-year rule to calculate amortization. The half-year rule states that an asset is amortized for only half of the year in which the asset is purchased/put into service. Utilizing the above example, amortization in the acquisition year would be  $\$3,000 \times \frac{1}{2}$  year or \$1,500.

### **Disposal**

Disposal of tangible capital assets is the responsibility of the division manager. Department heads should notify the manager when assets become surplus to operations.

In disposal of real property, the Town should follow policy number 1.7.



# TANGIBLE ASSET ACCOUNTING POLICY



When other constructed tangible capital assets are taken out of service, destroyed or replaced due to obsolescence, scrapping or dismantling, the department head or designat must notify finance of the asset description and effective date of disposition. The finance department is responsible for adjusting the asset registers and accounting records recording a loss/gain on disposal.

## **Capital Leases**

Account for a capital lease as acquiring a capital asset and incurring a liability. Account for a lease as an operating expense when the net present value of the future minimum lease payments or fair value, whichever is less, is less than \$5,000.

# TANGIBLE ASSET ACCOUNTING POLICY



## Appendix A – Definitions of Commonly Used Terms

**Amortization** – is the accounting process of allocating the costs less the residual value of a tangible capital asset to operating periods as an expense over the useful life in a rational and systematic manner appropriate to its nature and use. Amortization expense is an important part of the cost associated with providing local government service, regardless of how the acquisition of TCA is funded. Depreciation accounting is another commonly used term to describe the amortization of TCA.

**Asset Category** – a category of assets is a grouping of assets of a similar nature or function in the Town's operations.

**Betterment** – is a cost incurred to enhance the service potential of an asset and will:

- Increase the previously assessed physical output of service capacity
- Significantly lower associated operating costs
- Extend the life of the property or
- Improve the quality of the output

Expenditures have to meet one of the above criteria in order to be considered betterments. Otherwise the expenditure is accounted for as a current year expense of maintaining an asset (see Repairs and Maintenance).

**Capital Budget** – is an estimate of expenditures for a capital project.

**Capital Financing** – is an allocation from the current budget to finance capital programs that consists of debt charge payments and capital levy contributions.

**Capital Project** – is an activity during which expenditures are incurred that result in the creation of a capital asset.

**Capital Reserve** – is an allocation of funds established as a result of legislation, council bylaw or contractual obligations for the funding of potential future capital projects.

**Carrying Costs** – are costs directly attributable to an asset's acquisition, construction or development activity where, due to the nature of the asset, it takes a long period of time to get it ready for its intended use. Typically carrying costs could include:

- Technical and administrative work prior to commencement and during construction;
- Overhead charges directly attributable to construction or development

**Component** – is a part of an asset with a cost that is significant in relation to the total cost of the asset. Component accounting recognizes that each part might have a different useful life and requires separate accounting for each component that has a different useful life than the whole asset does.

**Contributed/Donated Assets** – is a tangible capital asset that is gifted or contributed by an external party at a zero or nominal value. Where a tangible capital asset is acquired at no cost, or for a nominal cost, the amount recognized should be equal to its fair value as at the date when the asset is put into service (ready for use).

**Cost** – is the amount of consideration given up to acquire, construct, develop or better a capital asset and includes all expenditures, including non-refundable taxes and duties, directly attributable to its acquisition, construction, development or betterment, including installing the asset at the location and in the condition

# TANGIBLE ASSET ACCOUNTING POLICY



## Appendix A (cont.)

- necessary for its intended use. The cost of a contributed/donated asset is considered to be equal to its fair market value at the date of contribution.

**Depreciation Accounting** - is the accounting procedure in which the costs or other recorded value of a fixed asset less any estimated value on disposal is distributed over its useful life in a systematic and rational manner. It is a process of allocations, not valuation.

**Disposal** - refers to the removal of a capital asset from service as a result of a sale, destruction, loss or abandonment. When a capital asset is disposed of, the cost and the accumulated amortization should be removed from the accounting records and any gain or loss is recorded at that time.

**Fair Value** - is the amount of the consideration that would be agreed upon in an arm's length transaction between knowledgeable and willing parties (buyer and seller).

**Gains** - can arise from transactions and events including the disposition of assets purchased for use and not resale.

**Grouped (Pooled) Assets** - are homogeneous in terms of their physical characteristics, use and expected useful life. Group assets are amortized using a composite amortization rate based on the average useful life of the different assets in a group.

**Historical Cost** - of an asset is the amount of consideration given up to acquire, construct, develop or better an asset and includes all costs directly attributable to the acquisition, construction, development or betterment of the asset including installing the asset at the location and in the condition necessary for its intended use.

**Impairment** - occurs when conditions indicate that a tangible capital asset no longer contributed to the ability to provide goods and services, or that the value of future economic benefits associated with the tangible capital assets is less than its net book value.

**Infrastructure** - is composed of linear assets and their associated specific components generally constructed or arranged in a continuous and connected network and may include transportation components such as roads, bridges, tunnels, storm sewers, traffic signals and signage.

**Land** - is the surface that is used to support structures and purchased or acquired for value, for building sites, infrastructure (roadways, bridges, water or sewer mains, etc.) and other program use but not land held for resale. Land normally has an unlimited life and is not amortized.

**Linear Assets** - are assets generally constructed or arranged in a continuous and connected network. They are usually defined in terms of details such as length, unit of measure and geographic reference (i.e. start and end points).

**Leased Capital Assets** - are non-financial assets leased by the municipality for use in the delivery of goods and services. Substantially all of the benefits and risks of ownership are transferred to the municipality without requiring the transfer of legal ownership.

# TANGIBLE ASSET ACCOUNTING POLICY



## Appendix A (cont.)

**Losses** – can arise from transactions and events affecting local government. Such transactions and events include the disposition of assets purchased for use and not for resale.

**Market Value** – is defined as the estimated consideration for which a property would be exchanged in a sale between a willing buyer and willing seller in an arm's length transaction wherein the parties had each acted knowledgeably.

**Net Book Value** – of a tangible capital asset is its cost, less accumulated amortization and the amount of any write-downs.

**Non-financial Assets** – include TCA and other assets such as prepaid expenses and inventories of supplies. Non-financial assets are acquired, constructed or developed assets that are normally employed to deliver local government services, may be consumed in the normal course of operations and are not for sale in the normal course of operations.

**Pooling of Assets** – refers to assets of value below the materiality threshold when considered on an individual basis but collectively make up a significant group of assets that exceeds the threshold level (i.e. computers on network, library collection, traffic lights, etc.).

**Repairs and Maintenance** – are reoccurring expenditures, periodically or regularly required as part of the anticipated schedule of works required to ensure that the asset achieves its useful life. It is an expenditure that keeps an asset in a condition that helps maintain or ensure realization of the future economic benefits that are expected from the asset over its initially assessed life. These types of expenditures are accounted for as a current year expense of maintaining an asset (i.e. expensed in the year incurred).

**Residual Value** – is the estimated net realizable value of a capital asset at the end of its estimated useful life. A related term, salvage value, refers to the realizable value at the end of an asset's life. If the municipality expects to use a capital asset for its full life, residual and salvage value are the same.

**Straight-line Amortization Method** – is amortization that allocates the costs less estimated residual value of a capital asset over each year of its estimated useful life.

**Tangible Capital Assets (TCA)** – are non-financial assets having physical substance that are acquired, constructed or developed and

- Are held for use in the production or supply of goods and services
- Have useful lives extending beyond the fiscal year
- Are intended to be used on a continuing basis; and
- Are not intended for sale in the ordinary course of operations

**Threshold** – is generally the minimum cost that an individual asset must have before it is to be treated as a tangible capital asset. The threshold amount is to be used as a guide in addition to the Treasurer's judgement.

**Trade-in** – occurs when an asset is disposed and replaced with a new asset through the same supplier in the same transaction. This transaction should be accounted for as two separate entries. The trade in value should be treated as proceeds of disposal and is used in calculating the gain or loss on the disposal of the assets being traded in. The new asset acquired is recorded at its full cost; trade in value

# TANGIBLE ASSET ACCOUNTING POLICY



## Appendix A (cont.)

for the old asset does not affect the cost of the new asset.

**Useful Life** - is an estimate of the period over which a tangible capital asset is expected to be used. The life of the tangible asset may extend beyond its useful life. The life of a tangible capital asset, other than land (infinite) is limited.

**Work in Progress** - is the accumulation of capital costs for partially constructed or developed projects (often projects that are constructed/developed over more than one fiscal period).

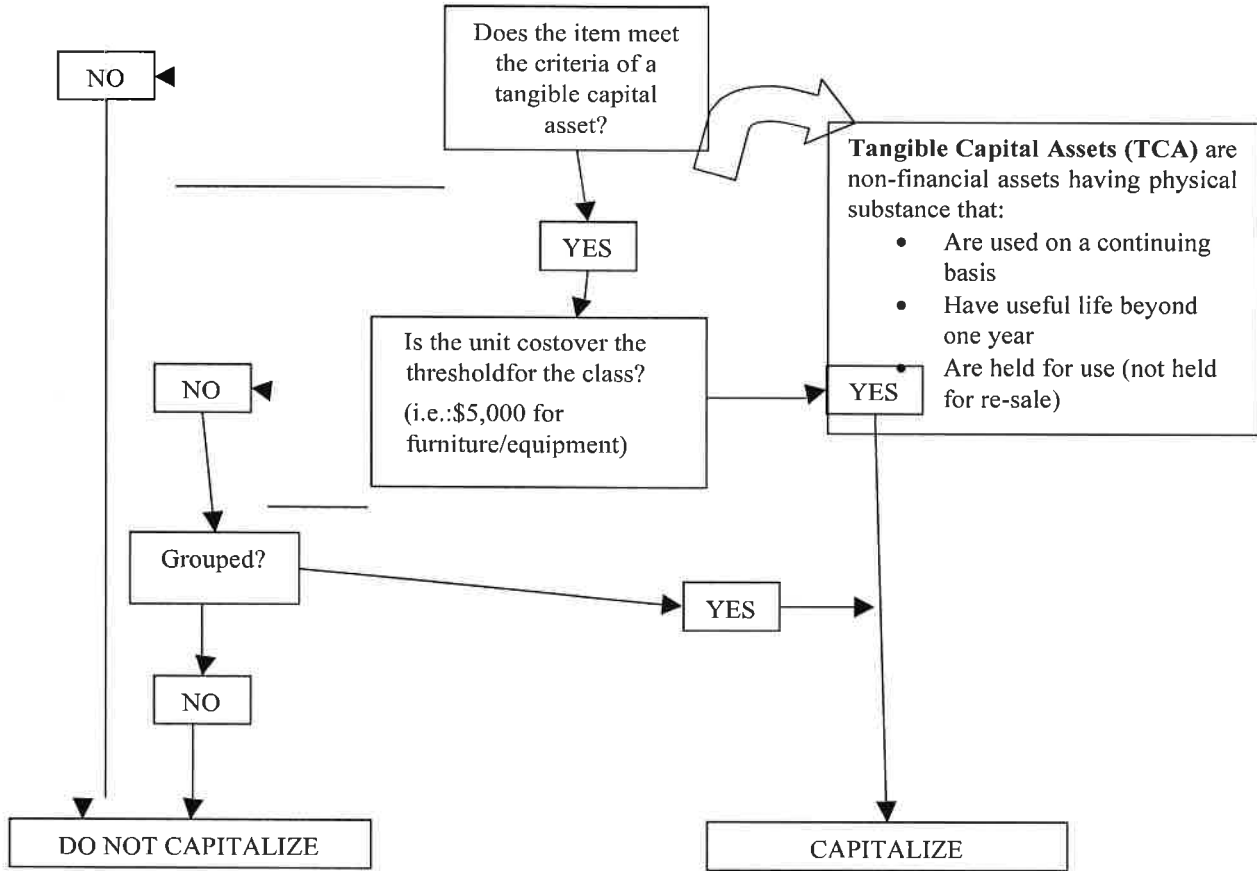
**Works of Art and Historical Treasures** - includes property that has cultural, aesthetic, or historical value that is worth preserving perpetually. These assets are not capitalized as their service potential and expected future benefits are difficult to quantify.

**Write-down** - is a reduction in the cost of a capital asset as a result of a decrease in the quality or quantity of its service potential. A write-down should be recorded and expensed in the period the decrease can be measured and is expected to be permanent.

# TANGIBLE ASSET ACCOUNTING POLICY



## Appendix B – Capitalization Decision Tree



# TANGIBLE ASSET ACCOUNTING POLICY



## Appendix C: Useful Lives

<b>Asset Class</b>		<b>Useful Life</b>
<b>Land</b>	Right-of-Way	Indefinite
	Parks	Indefinite
	General	Indefinite
<b>Land Improvements</b>	Parking Lot Gravel	15 years
	Asphalt	15 years
	Playground Structures	15 years
	Landscaping	25 years
	Campground Electrical	20 years
	Playing Fields	20 years
<b>Cultural &amp; Historical Assets Permanent Structures</b>	Public Art / Historical / Heritage Site	Indefinite
	Wood Buildings	30 years
	Steel Buildings	40 years
	Brick Buildings	40 years
<b>Vehicles</b>	Fire-trucks	25 years
	Light Duty Medium Duty Heavy Duty	10 years
	Light Duty Medium Duty Heavy Duty	10 years
<b>Roads (by Surface Structure)</b>	Gravel Road	40 years
	Chip Seal	10 years
	Reclaim Hot Mix	10 years
	Paving with sub structure	40 years
<b>Curb &amp; Gutter Sidewalks</b>	Concrete	30 years
	Concrete	30 years
<b>Lanes &amp; Alleys Lights</b>	Gravel	40 years
	Decorative Lighting	20 years
	Street Light Standards	30 years
<b>Water Treatment and Distribution System</b>	Mains	50 years
	Main Valves	40 years
	Hydrants	40 years
	Water Meters	25 years
	Services	50 years
	Pump, Lift & Transfer Stations	40 years
	Reservoirs	50 years
<b>Sanitary Sewer System &amp; Collection Lagoons</b>	Mains	75 years
	Services	75 years
	Pump, Lift & Transfer Stations	40 years
	Lagoons	50 years
<b>Machinery &amp; Equipment</b>	Construction Equipment	Variable
	Tools, Shop & Garage Equipment	15 years
	Furniture	20 years
<b>Office Equipments</b>	Photocopiers	5 years
	Computer Systems - Hardware	5 years

# TANGIBLE ASSET ACCOUNTING POLICY



## Appendix D: Threshold Values

<b>Tangible Capital Asset</b>	<b>Threshold Value</b>
Buildings and building improvements by total project cost	\$15,000
All land	\$0
Land improvements over	\$25,000
Office Furniture and Computer Equipment	\$5,000
Motor vehicles	\$15,000
Multiple Item purchase: A pool of assets that meets the definition of a Tangible Capital Asset, that was purchased in bulk and has a replacement cost of \$25,000 or greater in any given year	\$25,000
<u>Civil infrastructure systems:</u>	
Water Treatment/ Sewage Treatment improvements or new building construction	\$25,000
Water Distribution system piping in sections matching TCA listing	\$0
Sewer Collection system piping in sections matching TCA listing	\$0
All new road installations	\$0
Asphalt or Gravel road replacement	\$25,000
Sidewalk or Curb replacement in sections matching TCA listing	\$25,000




## Management's Responsibility

The municipality's management is responsible for the preparation and presentation of the accompanying financial statements in accordance with Canadian public sector accounting standards (PSAS). The preparation of the statements necessarily includes selecting appropriate accounting policies 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 financial statements.

The Council is composed of elected officials who are not employees of the municipality. 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 management and discussing relevant matters with external auditors. The Council is also responsible for recommending the appointment of the municipality's external auditors.

Dudley & Company LLP, an independent firm of Chartered Professional Accountants, is appointed by the Council to audit the financial statements and report directly to them; their report is attached to the financial statements. The external auditors have full and free access to both the Council and management to communicate their audit findings.

  
\_\_\_\_\_  
Mayor Co Martin

  
\_\_\_\_\_  
Administration

\_\_\_\_\_  


  
\_\_\_\_\_  
Leanne Kusk

  
\_\_\_\_\_  
Jim Littlejohn

**TOWN OF CORONACH**

Box 90  
Coronach, Saskatchewan  
S0H 0Z0

Dudley & Company LLP  
Suite 100 - 2255 13th Avenue  
Regina, Saskatchewan  
S4P 0V6

Dear Sir/Madam:

I am providing this letter in connection with your audit of the financial statements and summary financial statements of **Town of Coronach** as of December 31, 2020 and for the year then ended for the purpose of expressing an opinion as to whether the financial statements and summary financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards.


I wish to inform you that, on today's date: July 13/2021, the financial statements and summary financial statements have been approved by the Council (motion number \_\_\_\_\_).

Further, I represent that, to the best of my knowledge and belief, any events having occurred from the fiscal year-end date until today requiring financial statement adjustment or disclosure have been adjusted or disclosed.

Yours truly,

Signed on behalf of:  administration

 Mayor C. Martin

 J. Achtymichuk  
S. Koszman

 L. Kuski

 N. Guskyoten

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# TOWN OF CORONACH

Box 90  
Coronach, Saskatchewan  
S0H 0Z0

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Confidential

Client Number: 3535

Dudley & Company LLP  
Chartered Professional Accountants  
#100 - 2255 - 13th Avenue  
Regina, SK S4P 0V6

Dear Sir / Madam:

Re: Management representations letter

This representation letter is provided in connection with your audit of the financial statements of Town of Coronach for the ended December 31, 2020, for the purpose of you expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards.

In making the representations outlined below, we took the time necessary to appropriately inform ourselves on the subject matter through inquiries of entity personnel with relevant knowledge and experience, and, where appropriate, by inspecting supporting documentation.

We confirm that (to the best of our knowledge and belief):

## 1. Financial Statements

We have fulfilled our responsibilities, as set out in the terms of the most recent audit engagement letter, for:

- a. Preparing and fairly presenting the financial statements in accordance with Canadian public sector accounting standards;
- b. Providing you with:
  - i. Access to all information of which we are aware that is relevant to the preparation of the financial statements, such as:
    - A. Accounting records, supporting data and other relevant documentation,
    - B. Minutes of meetings (such as council and relevant committees) or summaries of actions taken for which minutes have not yet been prepared, and
    - C. Information on any other matters, of which we are aware, that is relevant to the preparation of the financial statements;
  - ii. Additional information that you have requested from us for the purpose of the audit; and
  - iii. Unrestricted access to persons within the entity from whom you determine it necessary to obtain audit evidence.
- c. Ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements; and

**1. Financial Statements** *(continued)*

- d. Designing and implementing such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We have also communicated to you any deficiencies in the design and implementation or the maintenance of internal control over financial reporting of which management is aware.

**2. Fraud and Non Compliance**

We have disclosed to you:

- a. All of our knowledge in relation to actual, alleged or suspected fraud affecting the entity's financial statements involving:
  - i. Management;
  - ii. Employees who have significant roles in internal control; or
  - iii. Others where the fraud could have a material effect on the financial statements;
- b. All of our knowledge in relation to allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators or others;
- c. All known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements that should be considered when preparing the financial statements;
- d. All known, actual, or possible litigation and claims that should be considered when preparing the financial statements; and
- e. The results of our risk assessments regarding possible fraud or error in the financial statements.

**3. Adjustments**

We have reviewed, approved and recorded all of your proposed adjustments to our accounting records. This includes journal entries, changes to account coding, classification of certain transactions and preparation of, or changes to, certain accounting records.

**4. Misstatements**

The effects of any uncorrected misstatements brought to our attention during the course of the audit are immaterial, individually and in aggregate, to the financial statements as a whole.

**5. Estimates**

We acknowledge our responsibility for determining the accounting estimates required for the preparation of the financial statements in accordance with Canadian public sector accounting standards. Those estimates reflect our judgment based on our knowledge and experience of past and current events, and on our assumptions about conditions we expect to exist and courses of action we expect to take. We confirm that the significant assumptions and measurement methods used by us in making accounting estimates, including those measured at fair value, are reasonable.

**6. Related Parties**

We have disclosed to you the identity of all of the municipality's related-party relationships and transactions of which we are aware. This includes sales, purchases, loans, transfers of assets, liabilities and services, leasing agreements, guarantees, non-monetary transactions, and transactions for no consideration for the period ended as well as related balances due to or from such parties at the period end.

All related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian public sector accounting standards.

**7. Receivables**

The accounts receivable reflected in the accounts constitute valid claims against customers and other debtors.

Receivables known to be uncollectible have been written off, and/or adequate provision has been made for anticipated adjustments or losses in connection with the collection of receivables.

**8. Inventories**

**8. Inventories (continued)**

If applicable, the inventories of raw materials and supplies as at December 31, 2020 were the property of our municipality and were determined by actual count, weight or measurement, or when not practicable by reasonable and consistent estimation means. Inventories for resale were measured at lower of cost and net realizable value. Inventories for consumption were measured at lower of cost and replacement cost.

**9. Impairment of investments and other long-lived assets**

We have evaluated investments and other long-lived assets for recoverability whenever events or circumstances indicate that the carrying amount of an asset may not be recoverable. Management acknowledges that when the long-lived asset is not recoverable, an impairment loss is recognized in earnings at the amount by which the carrying amount exceeds its fair value.


**10. Commitments and Contingencies**

There are no commitments, contingent liabilities/assets or guarantees (written or oral) that should be disclosed in the financial statements. This includes liabilities arising from contract terms, illegal acts or possible illegal acts, and environmental matters that would have an impact on the financial statements.

**11. Subsequent Events**

All events subsequent to the date of the financial statements and for which Canadian public sector accounting standards requires adjustment or disclosure have been adjusted or disclosed.

Acknowledged and agreed on behalf of Town of Coronach by:

Catherine Mackay-Wilson, C.A.O. 

July 13/2021  
Date signed

**TOWN OF CORONACH**  
Statement of Financial Position  
As at December 31, 2020

**Statement 1**

	2020	2019
<b>ASSETS</b>		
<b>Financial Assets</b>		
Cash and Investments	\$ 1,669,209	\$ 862,436
Taxes Receivable - Municipal	76,937	126,820
Other Accounts Receivable	124,472	159,336
Land for Resale	-	-
Long-Term Investments	441,020	436,008
Other	-	-
<b>Total Financial Assets</b>	2,311,638	1,584,600
<b>LIABILITIES</b>		
Bank Indebtedness	-	-
Accounts Payable	49,342	68,441
Accrued Liabilities Payable	-	-
Utility Deposits	6,710	6,385
Deferred Revenue	668,482	2,374
Accrued Landfill Costs	20,000	20,000
Other Liabilities	-	-
Long-Term Debt	5,000	10,000
Lease Obligations	222,362	306,064
<b>Total Liabilities</b>	971,896	413,264
<b>NET FINANCIAL ASSETS</b>	1,339,742	1,171,336
<b>Non-Financial Assets</b>		
Tangible Capital Assets	4,119,676	4,184,840
Prepayment and Deferred Charges	30,663	15,651
Stock and Supplies	100,936	78,720
Other	-	-
<b>Total Non-Financial Assets</b>	4,251,275	4,279,211
<b>Accumulated Surplus (Deficit)</b>	\$ 5,591,017	\$ 5,450,547

**MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING**

To the Residents of the  
TOWN OF CORONACH

Management of the **TOWN OF CORONACH** has the responsibility for preparing the accompanying financial statements and ensuring that all information in the related reports is consistent with the statements. This responsibility includes selecting appropriate accounting policies and making objective judgments and estimates in accordance with Canadian public sector accounting standards.

In discharging its responsibilities for the integrity and fairness of the financial statements and for the accounting systems from which they are derived, management maintains the necessary systems of internal controls designed to provide assurance that transactions are authorized, assets are safeguarded and proper records maintained.

Ultimate responsibility for financial statements to the residents of the municipality lies with the Council who review the financial statements in detail with management prior to their approval for publication.

External auditors are appointed by the Council to audit the financial statements and are available to meet separately with both the Council and management to review their findings. The external auditors have full and free access to the Council to discuss their audit and their findings as to the integrity of the municipality's financial reporting and the adequacy of the system of internal controls.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

**TOWN OF CORONACH**  
Statement of Operations  
For the year ended December 31, 2020

**Statement 2**

Revenues	2020 Budget	2020	2019
Taxes and Other Unconditional Revenue	\$ 917,169	\$ 955,550	\$ 908,608
Fees and Charges	360,450	356,430	397,409
Conditional Grants	377,192	378,849	120,378
Tangible Capital Assets Sales - Gain	-	2,127	5,045
Land Sales - Gain	1,000	1,000	1,517
Investment Income and Commissions	11,000	13,108	45,070
Other Revenues	22,957	19,726	25,435
<b>Total Revenues</b>	<b>1,689,768</b>	<b>1,726,790</b>	<b>1,503,462</b>
<b>Expenses</b>			
General Government Services	279,557	293,781	274,905
Protective Services	75,850	78,469	67,650
Transportation Services	278,565	279,238	386,423
Environmental and Public Health Services	256,000	237,157	219,500
Planning and Development Services	1,005,373	507,182	207,035
Recreation and Cultural Services	93,675	141,372	151,536
Utility Services	603,356	284,505	291,054
<b>Total Expenses</b>	<b>2,592,376</b>	<b>1,821,704</b>	<b>1,598,103</b>
<b>Surplus (Deficit) before Other Capital Contributions</b>	<b>(902,608)</b>	<b>(94,914)</b>	<b>(94,641)</b>
Capital Grants and Contributions	1,059,820	235,384	858,640
<b>Surplus (Deficit) of Revenues over Expenses</b>	<b>157,212</b>	<b>140,470</b>	<b>763,999</b>
<b>Accumulated Surplus (Deficit), Beginning of Year</b>	<b>5,450,547</b>	<b>5,450,547</b>	<b>4,686,548</b>
<b>Accumulated Surplus (Deficit), End of Year</b>	<b>\$ 5,607,759</b>	<b>\$ 5,591,017</b>	<b>\$ 5,450,547</b>

**REPORT OF THE INDEPENDENT AUDITORS ON THE SUMMARY FINANCIAL STATEMENTS**

To the Mayor and Councillors  
TOWN OF CORONACH

*Opinion*

The summary financial statements, which comprise the statement of financial position as at December 31, 2020 and the statement of operations for the year then ended, are derived from the audited financial statements of the TOWN OF CORONACH for the year ended December 31, 2020.

In our opinion, the accompanying summary financial statements are a fair summary of the audited financial statements in accordance with Canadian public sector accounting standards.

*Summary Financial Statements*

The summary financial statements do not contain all the disclosures required by Canadian public sector accounting standards. Reading the summary financial statements and the auditors' report thereon, therefore, is not a substitute for reading the municipality's audited financial statements and the auditors' report thereon.

*The Audited Financial Statements and Our Report Thereon*

We expressed an unmodified audit opinion on the audited financial statements in our report dated .

*Management's Responsibility for the Summary Financial Statements*

Management is responsible for the preparation of the summary financial statements in accordance with Canadian public sector accounting standards.

*Auditors' Responsibility*

Our responsibility is to express an opinion on whether the summary financial statements are a fair summary of the audited financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, "Engagements to Report on Summary Financial Statements."

Dudley & Company LLP  
Chartered Professional Accountants