



2013

Town of Raymond Annual Report

Home Never Felt Better



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ADMINISTRATION

Chief Administrative Officer (CAO)	Scott Barton scottbarton@raymond.ca	Contract Management Municipal Priority Management Council Planning Sessions Collective Agreements Provincial Legislation
Chief Financial Officer (CFO)	Martin Woolf martinwoolf@raymond.ca	Financial Statements Operating Budget Preparation Year End Audit Assistance Grant Management & Accounting
Director of Operative Services	Randy Olson randyolson@raymond.ca	Sewer Collection & Treatment Water Distribution Solid Waste Collection Roadways Storm Water Collection
Director of Community Services	Jeff Coppieters jeffcoppieters@raymond.ca	Parks, Golf Course & Facilities Management Community Special Events Emergency Services
Director of Corporate Services	Kim Coppieters kimromeril@raymond.ca	Payroll & Benefits Property Taxation Insurance Coordination Accounts Payable/Receivable Records Management Utility Administration
Director of Community Development	Ethan Gorner ethangorner@raymond.ca	Subdivision & Development Administration Safety Codes Enforcement Town Drainage/Storm Water Planning Infrastructure Connections & Repairs Administration Land Sales & Acquisitions

The Town of Raymond is a place to call **home**.

Our Purpose

To provide good government, services, facilities or other things that, in the opinion of the council, are necessary or desirable for all or part of the municipality and to develop and maintain a safe and viable community.

Municipal Government Act, Sec. 3

Our Vision

Raymond as an attractive, safe and progressive *family oriented community*, which provides inclusive, innovative and sustainable municipal services.

Our Mission

To preserve a lifestyle that facilitates community involvement, friendliness, and a government receptive to the needs and desires of the community; to be a progressive, fiscally responsible community promoting sustainable development and growth; and to provide facilities and services necessary to ensure a clean, attractive and safe community.

Our Values

As an organization, we value and support honesty, fairness, professionalism, and accountability, while focusing on exceptional service for our residents.

We value our staff and their contributions of innovation, creativity, collaboration and open communication. We feel these elements are vital to achieving our vision.



Mayor's Report

On behalf of Raymond's Town Council, I am proud to share the wonderful accomplishments and the initiatives the Town has embarked upon.

The 2013 edition of the Town of Raymond Annual Report tells the story of a mid-sized, vibrant prairie Town that is successfully charting its own course. Whether you measure Raymond's progress in terms of growth, recreational facilities, or the strength of our arts and cultural life, our community is getting better every year.

In June of 2013, the Town Census report indicated that 3,982 people now call Raymond home. This represents an increase of 91 people (2.3%). Since 2006, the Town has grown by 777 new residents (19.5%). The two largest categories being 5-9 year olds and 0-4 year olds with 393 and 391 youth respectively.

Heritage Days 2013 was another huge success as we celebrated Canada's birthday! Thousands gathered in Town to enjoy the numerous activities and events that are enjoyed by all who attend. 2013 was also a special year as Raymond participated in the Kraft Celebration tour and won a voting contest against the community of Vulcan. Our community won \$25,000 towards the new Victoria Park Multi-Purpose sports field, TSN did a one hour show on the community and came to town for a live broadcast. This was a tremendous accomplishment for our community and gave proud recognition Canada wide to what Raymond has to offer.

We especially would like to thank the hundreds of volunteers who selflessly give up their time and talents so these events can be a success year after year. It's a major reason why Raymond is the best place to call home!

George Boime
Mayor





Mayor
George Bohne

Town Council



Councillor
Jim Depew



Councillor
Clark Holt



Councillor
Cathy Needham



Town council consists of a Mayor and six councillors. Council is responsible for developing and evaluating the policies and programs of the municipality. The public is encouraged to attend Council meetings, which are held at the Town Hall on the first and third Tuesday of each month.



Councillor
Dustin Ralph



Councillor
Greg Robinson



Councillor
Barry Wolsey

CAO's Report



The Town, both as an organization and as a community, faced many positive changes in the past year. As a result we have grown, developed, seized new opportunities and worked for better solutions.

The purpose of our annual report is to produce a document that is interesting, visually appealing and easy to understand. The Town of Raymond wants to ensure that it is able to provide for the current needs of its residents while positioning itself to handle future challenges and growth. However, while accommodating future development, Council wants to preserve the high quality of life that its residents currently enjoy. In order to accomplish this, Council will focus its efforts on the 5 main dimensions of a Sustainable Community: Culture, Economic, Environment, Governance, and Social.

The Town of Raymond provides the majority of the services citizens count on in their daily lives. Behind each dollar spent is a different town service, and behind each town service or program is a team of dedicated professionals delivering that service. Taxpayers have a vested interest in their municipal government and we recognize the community's desire for responsible management of their tax dollars while receiving high quality services in return.

Scott Barton
Chief Administrative Officer

Municipal Election

During the 2013 election in Raymond the community had 8 candidates run for council and 1 mayor who was elected by acclamation. The municipal election was held on October 21, 2013 at the Raymond Senior's Centre. The total number of voters tallied 826 out of a possible 2670 eligible creating a 30.9% voter turnout in the community.

The province of Alberta changed the term length in and the council elected in the 2013 term are now be responsible for serving 4 years as mayor and councillors for the Town of Raymond. This generated considerable excitement with the elected council. They now have the opportunity for a longer term to carry forward plans in the community.



Strategic Goals

- To be a clean, attractive, family oriented community
- To be an innovative and proactive organization that successfully adapts to emerging trends, threats and opportunities.
- To have a human resource team with the expertise and technical skills to provide high quality municipal services and programs.
- To use a strategic planning process that facilitates organized growth, development, and environmentally sustainable practices.
- To maintain healthy relationships with neighbouring municipalities and participating in shared service initiatives.
- To have planned and maintained infrastructure systems.
- To have Community Services that provides quality municipal services.
- To facilitate an open, receptive, and participatory governance process, where community input is linked to the decision-making.
- To be an organization that recognizes the importance of our heritage and traditions.
- To maintain and enhance a healthy commercial sector.
- To be a financially viable organization with multiple revenue streams that aggressively target financial assistance programs.
- To have fair and equitable property tax rates.



Community Sustainability

is about:

CULTURE

How we will encourage respect and tolerance in our community for people from all backgrounds.



ECONOMIC

How our community will create a local economy, developing successful and adaptive businesses that move the community toward sustainability.



ENVIRONMENT

How our community will seek to improve our ecological stewardship and preserve the environment for future generations.



GOVERNANCE

How our community will provide a transparent, inclusive, and fiscally responsible government to meet the needs and expectations of our residents.



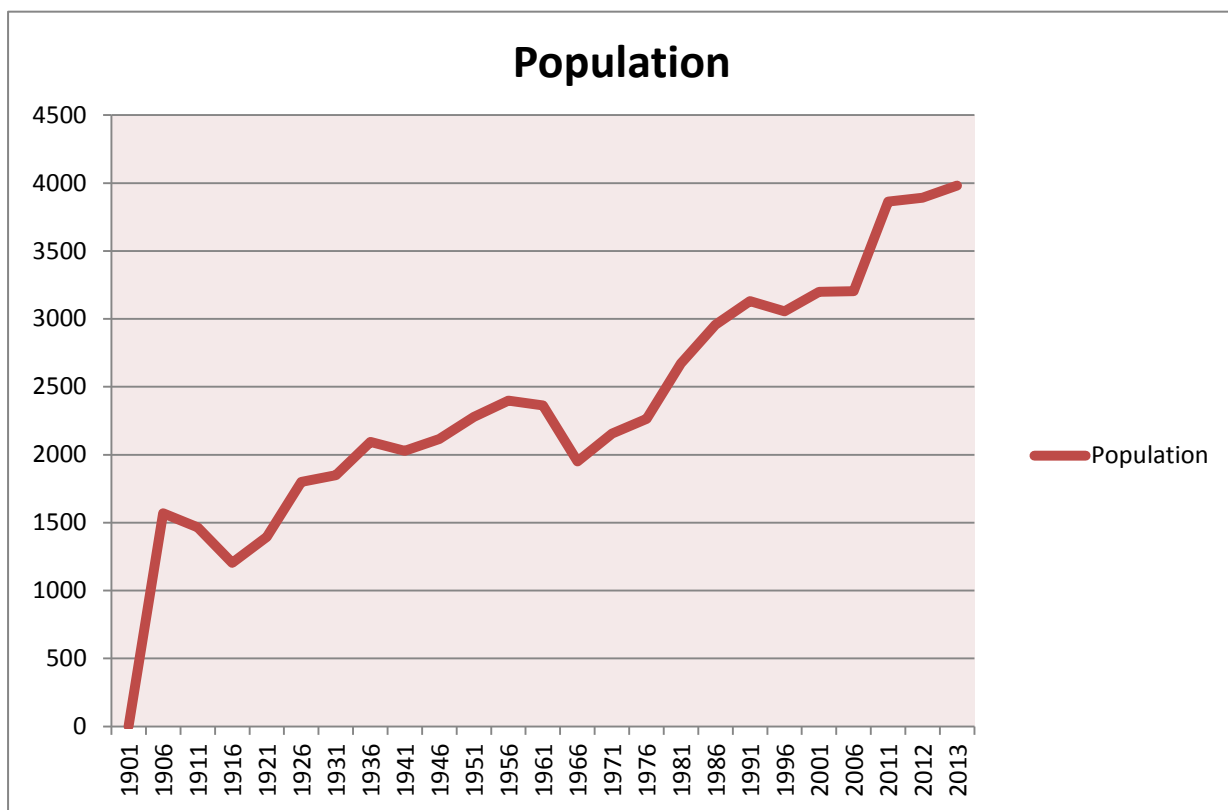
SOCIAL

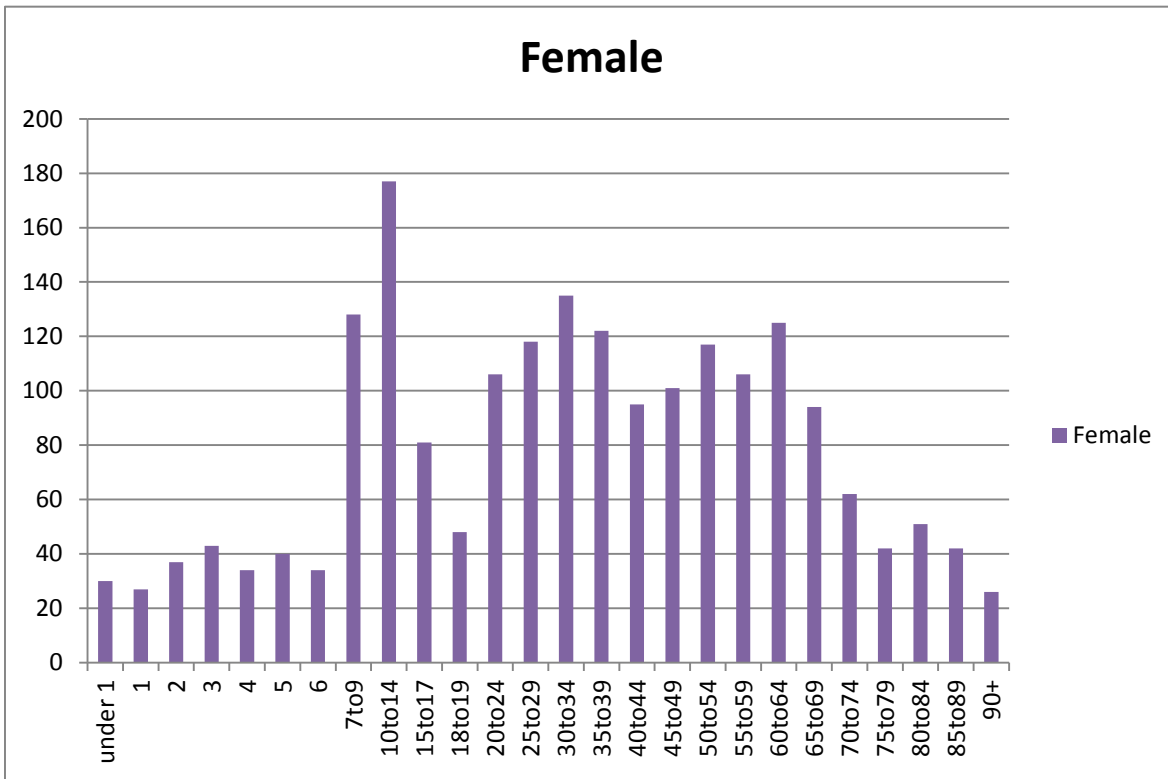
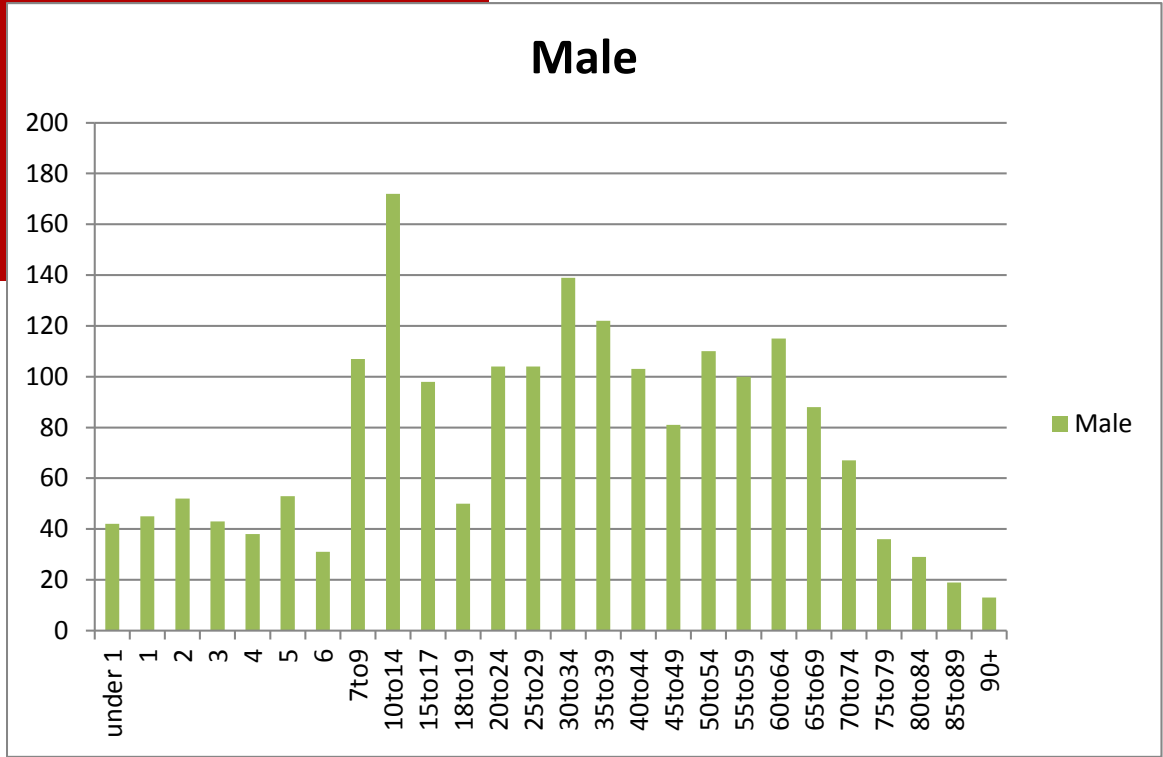
How our community will increase the quality of life of our residents by providing them with a diverse and improved selection of entertainment and volunteering options.



Demographics

Our community saw a 2.3% population growth between 2012 and 2013. In the past decade our community has seen the most growth since it was first settled in 1901. The 2013 population in Raymond was **3,982**.





The above charts show the distribution of Raymond's population by age and sex within the community for 2013.

Victoria Park Community Wellness

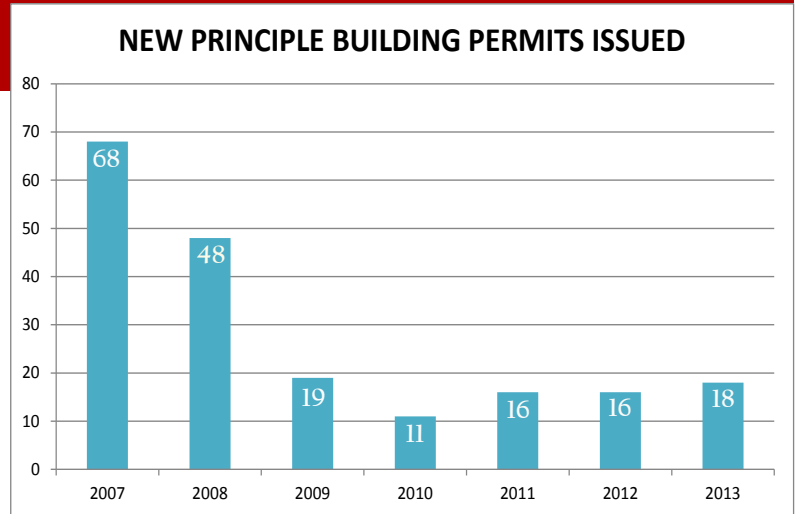
The Victoria Park project made some huge strides in 2013 with the layout and detailed infrastructure design being finalized. This project will be another showcase recreational facility for our community which will be used by residents and regional users of all ages and mobility levels. The Town of Raymond partnered with Raymond Minor Soccer, Raymond Minor Football and the Raymond & District Seniors Society to apply for 6 grants for various components of the project. The Province asked us to short list our 6 applications to 2 and they would forward them onto the next stage for consideration. We will hear in 2014 if any funding will be received to help finance the remainder of this project. The Town is very grateful for the hard work, cooperation and support of these amazing community groups.

The project will consist of 3 natural grass fields and one artificial turf feature field with clubhouse, stadium lighting and seating. As additional money is raised, we will be able to add other items like a community playground to this landmark facility.

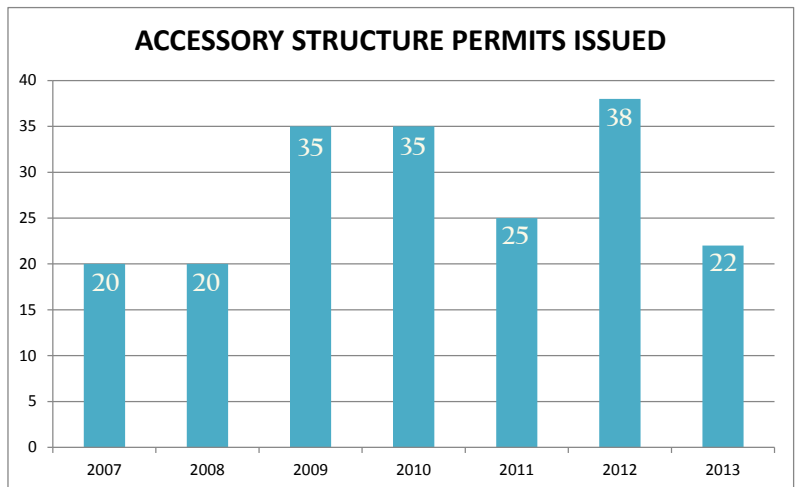


Community Development

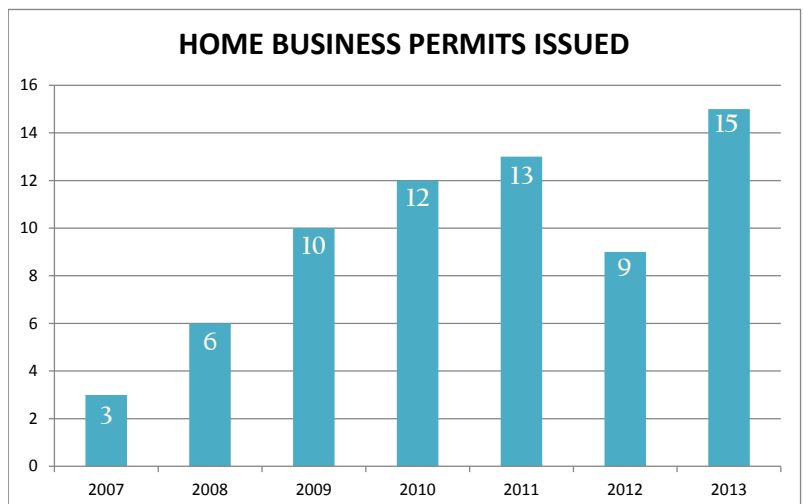
During 2007 and 2008, there was a large increase in new homes because of a new subdivision in Town. Since then, the new principal building permits have stabilized to about 16-18 per year in the past 3 years.



Accessory structures include things like decks, garages, home additions, and sheds. In 2013, Raymond had 22 applications for accessory structures. This shows a 42% decrease in accessory structure permit applications from 2012.



Home business license permits issued have been steadily increasing year after year since 2007. In 2013, there were 15 permits issued. This was a 40% increase in permits being issued within Raymond.



Community Services

KRAFT CELEBRATION TOUR

2013 marked a memorable event in our community as the Town of Raymond was named to the Kraft Celebration Tour after winning a national, head-to-head online vote over the Town of Vulcan. Our community was able to bring home the victory with **141,108** votes, while Vulcan amassed a total of 94,406 votes in support of its nomination. The **\$25,000** prize money from the Kraft Celebration Tour will go towards creating the new multi-purpose field (Victoria Park) in town that will host a variety of sports for our community.

Having won the voting competition, TSN paid a visit to Raymond and hosted events on August 22, 2013. The Kraft Celebration Tour stop in Raymond consisted of an afternoon of bouncy castles, live music, sample tents supplied by Kraft and a live broadcast by TSN panelist Jennifer Hedger and Darren Dutchyshen. The TSN presentation gave tribute to local athletic success in the community such as the Ralph family, 5 time provincial champion girls high school rugby team and Lloyd Fairbanks.



Approximately **2,000** people came out to enjoy the events and support the community. It was truly a proud day for Raymond. The celebration tour has shown the rest of Canada the vision of the great sports culture and community support in our town!



HERITAGE DAYS

Heritage Days were held from June 28 to July 1 in 2013. The event continues to grow each year with the most recent addition of the charity Zumbathon to raise money towards the new Victoria Park Project in the community. The historic Raymond Stampede celebrated it's 112th year. The Raymond Parade also continues to bring thousands of people to Town and is one of the biggest events of the year. Town crews work very hard leading up to the events and take great pride in making the Town as attractive as possible and ensuring that things run smoothly.

SOUTHERN ALBERTA SUMMER GAMES

The 2013 Southern Alberta Summer Games were held in Taber, Alberta where athletes young and old from the Town of Raymond competed. These games are a great opportunity to showcase surrounding communities in the Southern Alberta.

These games involve athletes of all ages and have a tradition of being a family event where everyone participates whether it be as an athlete, coach, organizer, volunteer or spectator. Many generations of families have participated in the past and we hope to see that continue in future years. The games provide a showcase for athleticism as well as providing social and cultural opportunities that create lasting memories for the community and the participants.

Community Services had a successful year in 2013 with many challenges and accomplishments. Featured above are a few of the major projects that the department participated in and completed throughout the year.

Public Works

Infrastructure Projects

\$22,000 of the public works budget was allocated to perform sewer repairs within the community. Of the projects our Public Works completed the installation of a storm sewer on Highway 52 which was completed in 2013.

Other major projected completed:
Raw Water line
Treated water pipeline extension
8 Sewer Replacements



Sidewalk & Road Improvement



In 2013 the Public Works department was successful in the completion of paving between 300-400E on 300N. The pavement installment was a **\$90,000** project.

Significant sidewalk improvements and repairs were done throughout the town. **\$17,900** were put towards this project in 2013.

Rural Water Update

The Town began offering water to rural residents again in 2012 after coming to an agreement with the County of Warner #5. Since that time, in 2013 there have been continuous applications for rural water.

Protective Services

In 2013 the Ridge Regional Public Safety Services (RRPSS) was formed. The Town of Raymond, the Town of Magrath, Village of Stirling and the County of Warner joined together in a regional collaboration to bring municipal bylaw enforcement to all of the communities.

The RRPSS hired three new Community Peace Officer Level 1 officers that patrol the communities with seven day coverage. These officers enforce various municipal bylaws including traffic violations, unsightly properties, transportation weights and measures, and animal control issues.

The RRPSS has also brought great educational opportunities to community members through bike rodeos, car seat inspections, and assistance with check stops within the various communities.

New Community Peace Officers
welcomed to the RRPSS:

Sgt Rodney Tilson (CPO Level 1)

Todd Nelson (CPO Level 1)

David Sawatzky (CPO Level 1)





AUDITED FINANCIAL STATEMENTS



TOWN OF RAYMOND

Financial Statements

December 31, 2013

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Chartered Accountants

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INDEPENDENT AUDITORS' REPORT

**To The Mayor and Council
of the Town of Raymond**

Report on the Consolidated Financial Statements

We have audited the accompanying consolidated financial statements of Town of Raymond, which comprise the statement of financial position as at December 31, 2013 and the statements of operations, changes in net financial assets and cash flows for the period then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of the consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Town of Raymond as at December 31, 2013, the results of its operations, change in its net financial assets and its cash flows for the period then ended in accordance with Canadian public sector accounting standards.

Lethbridge, Alberta
April 10, 2014

Chartered Accountants

TOWN OF RAYMOND
Consolidated Statement of Financial Position
As at December 31, 2013

	2013 \$	2012 \$
FINANCIAL ASSETS		
Cash (Note 2)	3,379	3,436
Receivables		
Taxes and grants in place of taxes (Note 3)	689,418	643,039
Trade and other receivables	812,847	1,074,653
Land for resale inventory	<u>67,586</u>	<u>70,230</u>
	<u>1,573,230</u>	<u>1,791,358</u>
LIABILITIES		
Temporary bank indebtedness (Note 2)	380,544	666,061
Accounts payable and accrued liabilities	300,565	436,434
Deferred revenue (Note 4)	477,425	343,719
Long-term debt (Note 5)	<u>1,845,585</u>	<u>2,068,290</u>
	<u>3,004,119</u>	<u>3,514,504</u>
NET FINANCIAL ASSETS (DEBT)	<u>(1,430,889)</u>	<u>(1,723,146)</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 2)	23,207,853	22,046,853
Inventory for consumption	72,499	60,327
Prepaid expenses and deposits	<u>1,921</u>	<u>5,763</u>
	<u>23,282,273</u>	<u>22,112,943</u>
ACCUMULATED SURPLUS (Note 8)	<u>21,851,384</u>	<u>20,389,797</u>
CONTINGENCIES (Note 12)		



TOWN OF RAYMOND
Consolidated Statement of Operations
For the Year Ended December 31, 2013

	Budget (Unaudited) \$	2013 \$	2012 \$
REVENUE			
User fees and sales of goods	2,143,692	2,404,294	2,401,657
Net municipal property taxes (Schedule 3)	2,301,115	2,404,548	2,253,747
Raymond Strategic Initiatives Team revenues	295,949	302,882	382,484
Government transfers (Schedule 4)	485,829	537,159	694,032
Penalties and costs of taxes	110,000	92,808	122,152
Franchise and concession contracts	85,000	88,876	85,705
Investment income	6,242	1,107	803
Gain on disposal of tangible capital assets	-	17,643	1,574
Total Revenue	<u>5,427,827</u>	<u>5,849,317</u>	<u>5,942,154</u>
EXPENSES			
Water, wastewater and waste management	1,232,169	1,225,574	1,235,434
Parks and recreation	1,349,750	1,497,873	1,440,460
Roads, streets, walks, lighting	1,036,778	863,527	985,887
Administration	771,496	706,135	679,245
Raymond Strategic Initiatives Team expenses	176,775	213,398	284,532
Police, fire, ambulance and bylaw enforcement	307,349	335,347	334,905
Legislative	172,300	153,690	154,667
Land use planning, zoning and development	47,202	60,417	47,043
Other	91,639	130,521	92,669
Amortization	-	960,125	941,506
Total Expenses	<u>5,008,683</u>	<u>6,146,607</u>	<u>6,196,348</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES BEFORE OTHER	<u>419,144</u>	<u>(297,290)</u>	<u>(254,194)</u>
OTHER			
Government transfers for capital (Schedule 3)	<u>2,435,472</u>	<u>1,758,877</u>	<u>2,413,837</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<u>2,854,616</u>	<u>1,461,587</u>	<u>2,159,643</u>
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>20,389,797</u>	<u>20,389,797</u>	<u>18,230,154</u>
ACCUMULATED SURPLUS, END OF YEAR	<u>23,244,413</u>	<u>21,851,384</u>	<u>20,389,797</u>



TOWN OF RAYMOND**Consolidated Statement of Change in Net Financial Assets (Debt)
For the Year Ended December 31, 2013**

	Budget (Unaudited) \$	2013 \$	2012 \$
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<u>2,854,616</u>	<u>1,461,587</u>	<u>2,159,643</u>
Acquisition of tangible capital assets	-	(2,121,125)	(1,040,357)
Proceeds on disposal of tangible capital assets	-	17,643	24,625
Amortization of tangible capital assets	-	960,125	941,506
(Gain) on disposal of tangible capital assets	-	(17,643)	(1,574)
	<u>-</u>	<u>(1,161,000)</u>	<u>(75,800)</u>
Use of prepaid assets	-	3,842	2,280
(Acquisition) use of supplies inventory	-	(12,172)	15,415
	<u>-</u>	<u>(8,330)</u>	<u>17,695</u>
DECREASE IN NET DEBT	2,854,616	292,257	2,101,538
NET FINANCIAL DEBT, BEGINNING OF YEAR	<u>(1,723,146)</u>	<u>(1,723,146)</u>	<u>(3,824,684)</u>
NET FINANCIAL DEBT, END OF YEAR	<u>1,131,470</u>	<u>(1,430,889)</u>	<u>(1,723,146)</u>



TOWN OF RAYMOND
Consolidated Statement of Cash Flows
For the Year Ended December 31, 2013

	2013 \$	2012 \$
NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess (deficiency) of revenue over expenses	1,461,587	2,159,643
Non-cash items included in excess of revenue over expenses		
Amortization of tangible capital assets	960,125	941,506
(Gain) loss on disposal of tangible capital assets	(17,643)	(1,574)
Non-cash charges to operations (net changes)		
(Increase) in taxes and grants in lieu receivable	(46,379)	(104,288)
Decrease (increase) in trade and other receivables	261,806	288,455
Decrease in land held for resale	2,644	-
Decrease (increase) in inventory for consumption	(12,172)	15,415
(Decrease) increase in accounts payable and accrued liabilities	(135,869)	(183,505)
(Decrease) increase in deferred revenue	133,706	(197,262)
Decrease in prepaid expenses and deposits	<u>3,842</u>	<u>2,280</u>
	<u>2,611,647</u>	<u>2,920,670</u>
CAPITAL		
Acquisition of tangible capital assets	(2,121,125)	(1,040,357)
Proceeds on disposal of tangible capital assets	<u>17,643</u>	<u>24,625</u>
	<u>(2,103,482)</u>	<u>(1,015,732)</u>
FINANCING		
(Repayment) proceeds of temporary bank indebtedness	(285,517)	(1,630,969)
Long-term debt issued	60,907	-
Long-term debt repaid	<u>(283,612)</u>	<u>(271,963)</u>
	<u>(508,222)</u>	<u>(1,902,932)</u>
CHANGE IN CASH DURING THE YEAR	(57)	2,006
CASH, BEGINNING OF YEAR	<u>3,436</u>	<u>1,430</u>
CASH, END OF YEAR	<u><u>3,379</u></u>	<u><u>3,436</u></u>





TOWN OF RAYMOND

**Schedule of Changes in Accumulated Surplus
For the Year Ended December 31, 2013**

SCHEDULE 1

	Unrestricted Surplus \$	Restricted Surplus \$	Equity in Tangible Capital Assets \$	2013 \$	2012 \$
BALANCE, BEGINNING OF THE YEAR	(14,005)	425,239	19,978,563	20,389,797	18,230,154
Excess (deficiency) of revenue over expenses	1,461,587	-	-	1,461,587	2,159,643
Unrestricted funds designated for future use	(24,035)	24,035	-	-	-
Current year funds used for tangible capital assets	(2,121,125)	-	2,121,125	-	-
Annual amortization expense	960,125	-	(960,125)	-	-
New long-term debt issued	60,907	-	(60,907)	-	-
Long-term debt repaid	(283,612)	-	283,612	-	-
Change in accumulated surplus	53,847	24,035	1,383,705	1,461,587	2,159,643
BALANCE, END OF YEAR	39,842	449,274	21,362,268	21,851,384	20,389,797



TOWN OF RAYMOND
 Schedule of Tangible Capital Assets
 For the Year Ended December 31, 2013

SCHEDULE 2

	Land	Land Improvements	Buildings	Engineered Structures	Machinery & Equipment	Vehicles	2013	2012
	\$	\$	\$	\$	\$	\$	\$	\$
COST:								
BALANCE, BEGINNING OF YEAR	778,996	990,095	10,379,298	18,064,522	2,676,426	710,534	33,599,871	32,585,126
Acquisition of tangible capital assets	1,000	-	171,058	1,539,266	267,049	54,991	2,033,364	1,040,357
Disposal of tangible capital assets	-	-	-	-	-	-	-	(25,612)
Assets under construction	-	43,003	-	44,758	-	-	87,761	-
BALANCE, END OF YEAR	<u>779,996</u>	<u>1,033,098</u>	<u>10,550,356</u>	<u>19,648,546</u>	<u>2,943,475</u>	<u>765,525</u>	<u>35,720,996</u>	<u>33,599,871</u>
ACCUMULATED AMORTIZATION:								
BALANCE, BEGINNING OF YEAR	-	94,465	3,241,787	6,608,546	1,420,175	188,045	11,553,018	10,614,073
Annual amortization	-	39,604	232,404	468,369	170,741	49,007	960,125	941,506
Accumulated amortization on disposals	-	-	-	-	-	-	-	(2,561)
BALANCE, END OF YEAR	<u>-</u>	<u>134,069</u>	<u>3,474,191</u>	<u>7,076,915</u>	<u>1,590,916</u>	<u>237,052</u>	<u>12,513,143</u>	<u>11,553,018</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>779,996</u>	<u>899,029</u>	<u>7,076,165</u>	<u>12,571,631</u>	<u>1,352,559</u>	<u>528,473</u>	<u>23,207,853</u>	<u>22,046,853</u>
2012 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>778,996</u>	<u>895,630</u>	<u>7,137,511</u>	<u>11,455,976</u>	<u>1,256,251</u>	<u>522,489</u>	<u>22,046,853</u>	

TOWN OF RAYMOND
Schedule of Property Taxes Levied
For the Year Ended December 31, 2013

SCHEDULE 3

	Budget (Unaudited) \$	2013 \$	2012 \$
TAXATION			
Real property taxes	3,072,856	3,174,102	2,900,583
Linear property taxes	<u>56,356</u>	<u>58,543</u>	<u>56,356</u>
	<u>3,129,212</u>	<u>3,232,645</u>	<u>2,956,939</u>
REQUISITIONS			
Alberta School Foundation Fund	717,721	718,606	596,470
Separate school	19,750	18,865	16,852
Seniors foundation	<u>90,626</u>	<u>90,626</u>	<u>89,870</u>
	<u>828,097</u>	<u>828,097</u>	<u>703,192</u>
NET MUNICIPAL PROPERTY TAXES	<u>2,301,115</u>	<u>2,404,548</u>	<u>2,253,747</u>



TOWN OF RAYMOND
Schedule of Government Transfers
For the Year Ended December 31, 2013

SCHEDULE 4

	Budget (Unaudited) \$	2013 \$	2012 \$
TRANSFERS FOR OPERATING:			
Federal Government	-	3,000	3,000
Provincial Government	443,546	458,108	648,687
Other Local Governments	<u>42,283</u>	<u>76,051</u>	<u>42,345</u>
	<u>485,829</u>	<u>537,159</u>	<u>694,032</u>
TRANSFERS FOR CAPITAL:			
Federal Government	124,000	30,310	-
Provincial Government	2,311,472	1,691,028	2,413,837
Other Local Governments	<u>-</u>	<u>37,539</u>	<u>-</u>
	<u>2,435,472</u>	<u>1,758,877</u>	<u>2,413,837</u>
TOTAL GOVERNMENT TRANSFERS	<u><u>2,921,301</u></u>	<u><u>2,296,036</u></u>	<u><u>3,107,869</u></u>



TOWN OF RAYMONDSchedule of Consolidated Expenditures by Object
For the Year Ended December 31, 2013**SCHEDULE 5**

	Budget (Unaudited) \$	2013 \$	2012 \$
EXPENDITURES			
Salaries, wages and benefits	2,914,043	2,698,493	2,634,880
Contracted and general services	1,320,578	1,347,886	1,440,011
Materials, goods, and utilities	771,948	934,772	957,375
Interest on long-term debt	85,690	103,338	124,302
Transfers to local boards and agencies	90,200	99,467	89,978
Bank charges and short-term interest	3,000	2,526	8,296
Amortization	-	960,125	941,506
TOTAL EXPENDITURES	<u>5,185,459</u>	<u>6,146,607</u>	<u>6,196,348</u>





TOWN OF RAYMOND
 Schedule of Segmented Disclosure
 For the Year Ended December 31, 2013

SCHEDULE 6

	General Government \$	Protective Services \$	Transportation Services \$	Planning & Development \$	Recreation & Culture \$	Environmental Services \$	Total \$
REVENUE							
Net municipal taxes	2,404,548	-	-	-	-	-	2,404,548
Government transfers	172,130	55,000	21,698	20,450	510,435	1,516,323	2,296,036
User fees and sales of goods	13,590	172,432	500	81,450	640,216	1,496,106	2,404,294
Investment income	1,107	-	-	-	-	-	1,107
Raymond Strategic Initiatives Team	302,882	-	-	-	-	-	302,882
Other revenue	181,684	-	-	-	17,643	-	199,327
	<u>3,075,941</u>	<u>227,432</u>	<u>22,198</u>	<u>101,900</u>	<u>1,168,294</u>	<u>3,012,429</u>	<u>7,608,194</u>
EXPENSES							
Salaries, wages and benefits	808,651	132,147	370,899	77,605	857,788	451,403	2,698,493
Contracted and general services	201,877	129,059	138,492	55,700	187,672	635,086	1,347,886
Materials, goods, and utilities	60,169	74,141	354,136	30,168	314,657	101,501	934,772
Transfers to local boards and agencies	-	-	-	1,200	98,267	-	99,467
Long-term debt interest	-	-	-	-	65,754	37,584	103,338
Bank charges and short-term interest	2,526	-	-	-	-	-	2,526
	<u>1,073,223</u>	<u>335,347</u>	<u>863,527</u>	<u>164,673</u>	<u>1,524,138</u>	<u>1,225,574</u>	<u>5,186,482</u>
NET REVENUE BEFORE AMORTIZATION	<u>2,002,718</u>	<u>(107,915)</u>	<u>(841,329)</u>	<u>(62,773)</u>	<u>(355,844)</u>	<u>1,786,855</u>	<u>2,421,712</u>
Amortization	34,979	61,719	471,170	-	168,546	223,711	960,125
NET REVENUE	<u>1,967,739</u>	<u>(169,634)</u>	<u>(1,312,499)</u>	<u>(62,773)</u>	<u>(524,390)</u>	<u>1,563,144</u>	<u>1,461,587</u>

TOWN OF RAYMOND
Notes to Financial Statements
For the Year Ended December 31, 2013

1. Significant Accounting Policies

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

a) Reporting Entity -

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. The entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the town and are, therefore, accountable to the town council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

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

b) Basis of Accounting -

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

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

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

c) Use of Estimates -

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

d) Inventories for Resale-

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under their respective function.



TOWN OF RAYMOND
Notes to Financial Statements
For the Year Ended December 31, 2013

1. Significant Accounting Policies (continued)

- e) **Prepaid Local Improvement Charges -**
 Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectible from property owners for work performed by the municipality.

Where a taxpayer has elected to prepay the outstanding local improvement charges, such amounts are recorded as deferred revenue. Deferred revenue is amortized to revenue on a straight line basis over the remaining term of the related borrowings.

In the event that the prepaid amounts are applied against the related borrowing, the deferred revenue is amortized to revenue by an amount equal to the debt repayment.

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

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

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

- i) **Tangible Capital Assets -**
 Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	<u>YEARS</u>
Land Improvements	15-20
Buildings	25-50
Engineered Structures	
Water System	35-70
Wastewater System	35-70
Other Engineered Structures	15-40
Machinery and Equipment	5-20
Vehicles	5-20

A full year of amortization is charged in the year of acquisition and no amortization is charged in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.



TOWN OF RAYMOND
Notes to Financial Statements
For the Year Ended December 31, 2013

1. Significant Accounting Policies (continued)

- ii) Leases -
 Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.
- iii) Inventories -
 Inventories held for consumption are recorded at the lower of cost or replacement cost.

2. Cash and Temporary Bank Indebtedness

	2013 \$	2012 \$
Cash on hand	3,379	3,436
Temporary bank indebtedness	<u>(380,544)</u>	<u>(666,061)</u>
	<u><u>(377,165)</u></u>	<u><u>(662,625)</u></u>

The town has two demand lines of credit with ATB Financial with an authorized limit of \$2,000,000 each which bear interest at 3.00%. Security pledged consists of an assignment of property taxes.

3. Taxes and Grants in Place of Taxes Receivables

	2013 \$	2012 \$
Current taxes and grants in place of taxes	467,032	469,843
Arrears taxes	<u>222,386</u>	<u>173,196</u>
	<u><u>689,418</u></u>	<u><u>643,039</u></u>

4. Deferred Revenue

	2013 \$	2012 \$
Federal Gas Tax Fund Grant	-	121,558
Municipal Sustainability Initiative - Capital	<u>477,425</u>	<u>222,161</u>
	<u><u>477,425</u></u>	<u><u>343,719</u></u>

Municipal Sustainability Initiative

Funding in the amount of \$1,012,426 was received in the current year from the Municipal Sustainability Initiative. Of the \$1,012,426 received, \$624,284 is from the capital component of the program and is restricted to eligible capital projects, as approved under the funding agreement, which are scheduled for completion in 2013. The eligible capital projects not completed in the year give rise to the deferred revenue amount shown. The remaining \$388,142 is from the operating component of the program and is restricted to eligible operating projects, as approved under the funding agreement, which are also scheduled for completion in 2013.



TOWN OF RAYMOND
Notes to Financial Statements
For the Year Ended December 31, 2013

5. Long-term Debt

	2013 \$	2012 \$
Self-supported debentures	1,510,283	1,654,432
Bank loans	263,736	393,543
Obligation under capital leases	<u>71,566</u>	<u>20,315</u>
	<u>1,845,585</u>	<u>2,068,290</u>

The current portion of long-term amounts to \$308,234 (2012 - \$283,611).

Principle and interest repayments are as follows:

	Principal \$	Interest \$	Total \$
2014	308,234	65,782	374,016
2015	251,505	61,861	313,366
2016	78,407	58,673	137,080
2017	63,096	55,536	118,632
2018	49,439	52,938	102,377
Thereafter	<u>1,094,904</u>	<u>440,753</u>	<u>1,535,657</u>
	<u>1,845,585</u>	<u>735,543</u>	<u>2,581,128</u>

Debenture debt is repayable to the Alberta Capital Finance Authority and bears interest at rates ranging from 2.575% to 4.676%, before provincial subsidy and matures in periods 2015 to 2033. For qualifying debentures, the Province of Alberta rebates 60% of interest in excess of 8%, 9%, and 11% to a maximum annual rate of 12.5%, depending on the date borrowed. Debenture debt is issued on the credit and security of the town at large.

Bank loan is repayable to ATB Financial in annual payments of \$142,598 and bears interest at 3.250% per annum and matures in 2015.

Interest on long-term debt amounted to \$103,338 (2012 - \$124,302).



TOWN OF RAYMOND
Notes to Financial Statements
For the Year Ended December 31, 2013

6. Debt Limits

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the town be disclosed as follows:

	2013 \$	2012 \$
Total debt limit	8,773,976	8,913,231
Total debt	<u>1,845,585</u>	<u>2,068,290</u>
Total unused debt limit	<u>6,928,391</u>	<u>6,844,941</u>
Service on debt limit	1,462,329	1,485,539
Service on debt	<u>374,016</u>	<u>351,234</u>
Amount of unused service on debt	<u>1,088,313</u>	<u>1,134,305</u>

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

7. Equity in Tangible Capital Assets

	2013 \$	2012 \$
Capital assets (Schedule 2)	35,720,996	33,599,871
Accumulated amortization (Schedule 2)	(12,513,143)	(11,553,018)
Long-term debt (Note 5)	<u>(1,845,585)</u>	<u>(2,068,290)</u>
	<u>21,362,268</u>	<u>19,978,563</u>

8. Accumulated Surplus

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2013 \$	2012 \$
Unrestricted surplus (deficit)	39,842	(14,005)
Restricted surplus:		
Capital reserves		
Fire equipment	104,810	80,775
Operating equipment	50,000	50,000
Cemetery	41,771	41,771
Development	252,693	252,693
Equity in tangible capital assets	<u>21,362,268</u>	<u>19,978,563</u>
	<u>21,851,384</u>	<u>20,389,797</u>



TOWN OF RAYMOND
Notes to Financial Statements
For the Year Ended December 31, 2013

9. Segmented Disclosure

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

Refer to the Schedule of Segmented Disclosure (schedule 6).

10. Salary and Benefits Disclosure

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

	Salary (1)	Benefits & Allowances (2)	2013 Total	2012 Total
	\$	\$	\$	\$
Mayor	24,153	44	24,197	21,929
Councilor - Jim Depew	14,701	95	14,796	13,193
- Clark Holt	4,738	-	4,738	-
- Doug Holt	9,633	87	9,720	13,828
- Cathy Needham	17,116	95	17,211	17,502
- Dustin Ralph	19,761	95	19,856	15,763
- Greg Robinson	19,731	95	19,826	17,373
- Barry Wolsey	17,231	95	17,326	14,433
Designated officer - CAO	151,379	27,426	178,805	167,410

- (1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
- (2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accident disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including special leave with pay, car and travel allowances, conferences, and memberships.



TOWN OF RAYMOND
Notes to Financial Statements
For the Year Ended December 31, 2013

11. Local Authorities Pension Plan

Employees of the town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 133,000 people and 389 employers. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The town is required to make current service contributions of 5.525% of pensionable earnings up to the year's maximum pensionable earnings under the Canadian Pension Plan and 7.4% on pensionable earnings above this amount. Employees of the town are required to make current service contributions of 4.525% of pensionable salary up to the year's maximum pensionable salary and 6.4% on pensionable salary above this amount.

The total current service contributions by the town to the LAPP in 2013 were \$182,295 (2012 - \$159,087). Total current year service contributions by the employees of the town to the LAPP were \$166,007 (2012 - \$144,308).

At December 31, 2012, the LAPP disclosed an actuarial deficiency of \$4.635 billion.

12. Contingencies

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

13. Financial Instruments

The town's financial instruments consist of cash and temporary investments, receivables, bank indebtedness, accounts payable and accrued liabilities and long-term debt. It is management's opinion that the town is not exposed to significant interest or currency risks arising from these financial instruments.

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

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

14. Approval of Financial Statements

Council and Management have approved these financial statements.

