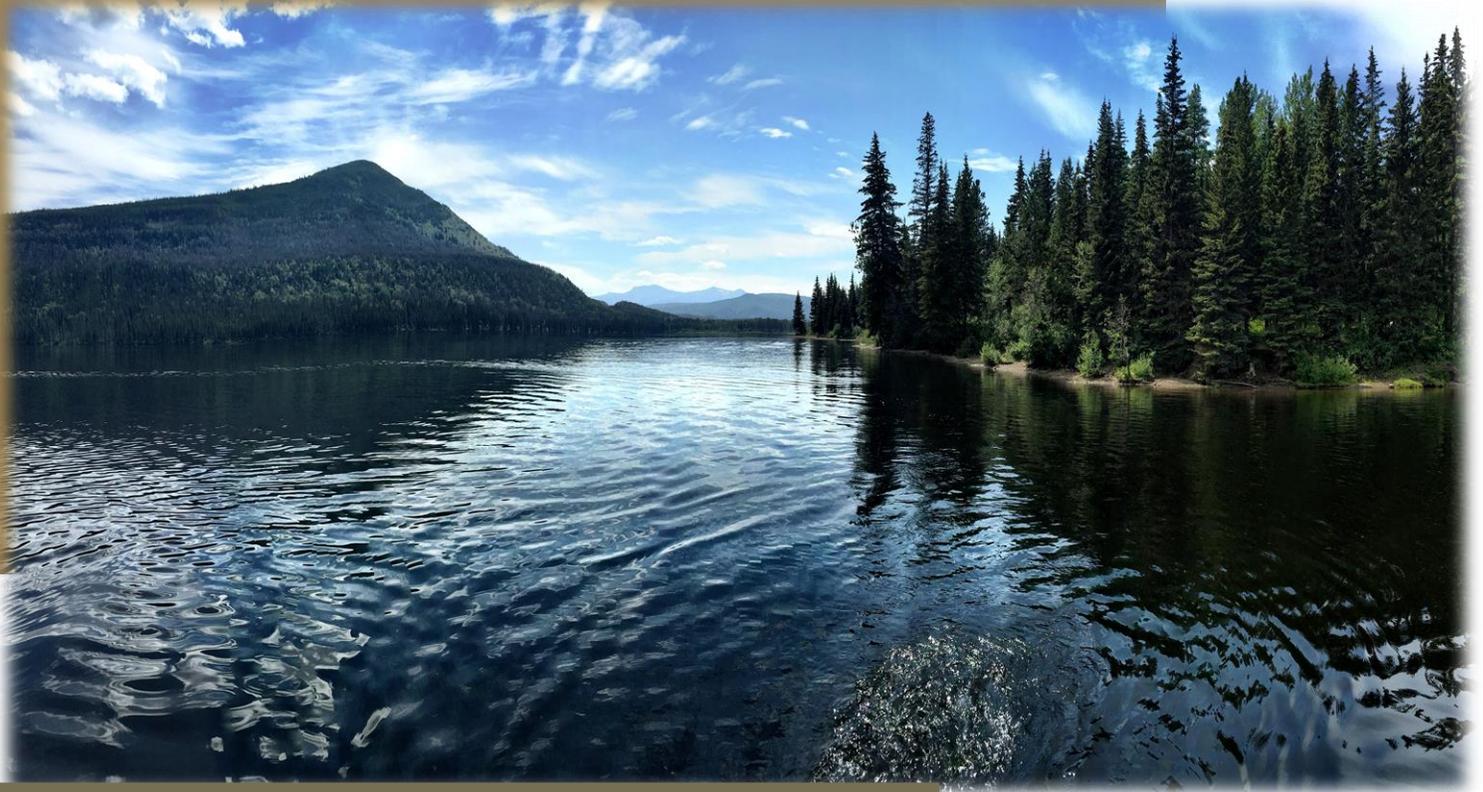




District of Tumbler Ridge



ANNUAL REPORT 2020

Photo credit: Jessie Olsen

FOR THE YEAR ENDING DECEMBER 31, 2020

DISTRICT OF TUMBLER RIDGE 2020 ANNUAL REPORT

The Annual Report is produced by the
Corporate Services and Financial Services
departments of the District of Tumbler
Ridge, in cooperation with all other
departments.

Photo credit: Jessie Olsen



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OUR COMMUNITY

Tumbler Ridge was built in the late 1970's, early 1980's to service the Northeast Coal Project a \$3 billion project involving the export of 100 million tons of metallurgical coal to Japan over a period of 15 years (1982 – 1997).

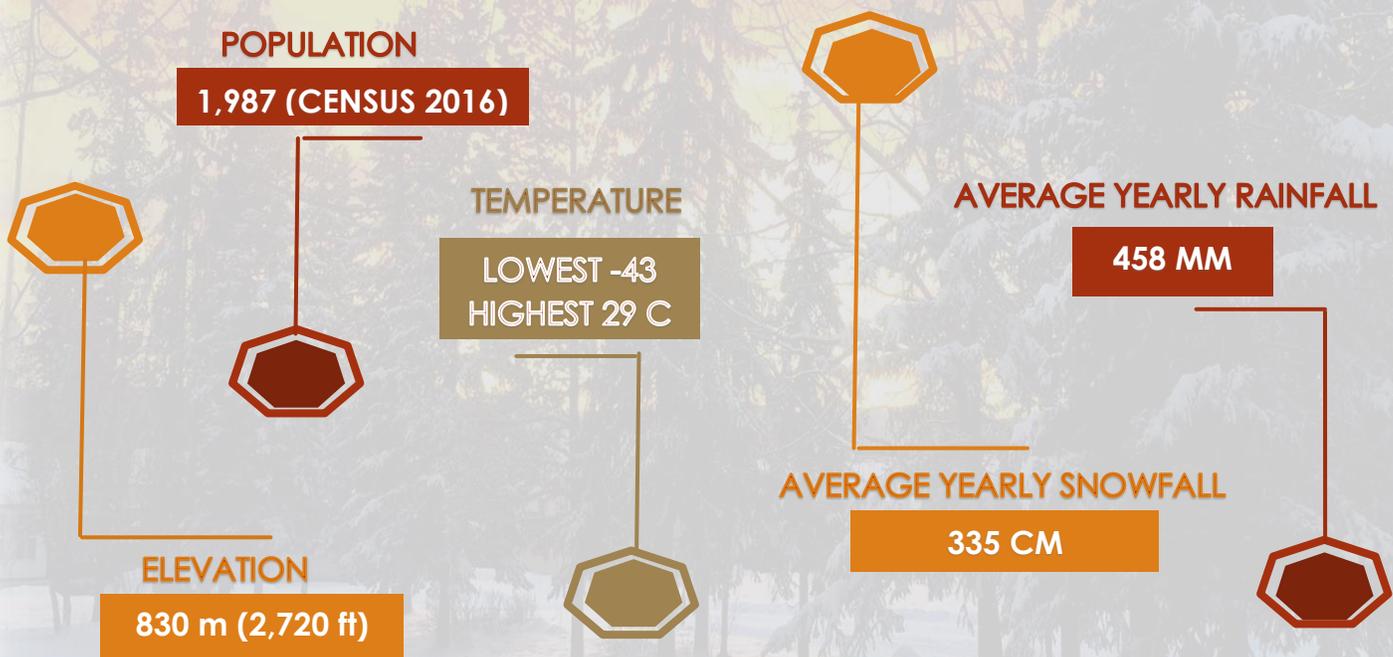
The Town is located approximately 1200 km Northeast of Vancouver close to the BC – Alberta border. The setting is a magnificent natural forested valley with rolling hills. It services an estimated population of 2500.

Today, Tumbler Ridge is a community in transition as our proud mining sector is increasingly supplemented by a diversifying economy. In particular, our international UNESCO designation, community forest expansion, growing world-class renewable energy generating capacity and unique conferencing venues are creating opportunities that you would be hard pressed to find elsewhere.

“I was impressed by the abundance of wildlife, the stunning waterfalls and rolling hills on the edge of the Rocky Mountains and the small town charm.”

~ Mark Jinks

Photo Credit: Jessie Olsen



OUR TOWN

The District's team of 50 employees and additional seasonal staff deliver quality services to ensure our Town is safe, vibrant and sustainable.

**Incorporated
April 9, 1981**



VISION

Tumbler Ridge – working together to create a proud, vibrant, diverse, and sustainable community, where life is as spectacular as our setting.

MISSION

Council is committed to excellence in government that reflects our citizens' interests, values and goals. We will strive to deliver quality public services in a proactive and responsible manner while ensuring our objectives are closely communicated to our citizens. We will strive to strengthen and diversify our economy by balancing public safety, industrial development, environmental responsibility and sustainability.

Facts and Figures		
Council	Corporate Services	Finance
Commitment	39 Years of Corporate Records Management	\$24 Million Managed and invested annually
7 Elected Members	50 Employees work for the District plus additional seasonal staff for pool, arena and parks.	Grants Received 2020 - 3.5 M 2019 - 2.5 M 2018 - 2.3 M 2017 - 3.0 M 2016 - 2.6 M
26 Regular Meetings Plus Additional	4 Bylaws Adopted	
21 Committees or Appointments	11 Bylaws Amended	2417 Property tax accounts managed daily and billed annually
1 Vision Working together to create a proud, vibrant, diverse and sustainable community, where life is as spectacular as our setting.	2 New Policies	
	9 Amended Policies	

MESSAGE FROM THE MAYOR

Hello Everyone.

This past year has been incredibly challenging for all of us given our current environment with the pandemic. I do believe we have weathered the storm well overall. I am very proud of the response of our community as well as the resilience we have all shown. The year ahead is eventful with some new construction around the community which will be welcomed by all.

The year brought some staffing changes within the District with the departure of Jordan Wall as Chief Administrative Officer. Thank you to Jordan for his time with the District. Aleen Torraville, Director of Corporate Services did a commendable job as Interim Chief Administrative Officer until Jennifer Thompson started in this role in October.

Mayor and Council are involved on many regional committees to ensure that the District is represented collectively at this level on many initiatives. Being represented on these regional committees and boards lends the northeast a stronger combined voice to promote tourism, industry, education, health and shared service that affects the District, to name a few.

As well as these boards and committees Council has met with Ministers of the Province of British Columbia to ensure that the District's concerns are heard at the provincial level and an open dialogue is available when required.

Working with First Nations communities continues to evolve for the betterment of all our communities. The District looks forward to strengthening these collaborative working relationships.

I have hope for the year ahead to be able to celebrate our 40th anniversary properly and appropriately without restrictions. The celebration and history of the past 40 years needs to be told together.

Keith Bertrand,

Mayor

MAYOR & COUNCIL

The District of Tumbler Ridge is governed by an elected Mayor and six Councillors for a four-year term. Council provides direction and establishes the policies and budget to guide the growth, development and operations of the town. Council meets regularly and the public is welcome to attend any open meeting or provide feedback in writing via mail or email. If you are unable to attend in person you can watch meeting online at www.tumbleridge.civicweb.net/portal/

In the fall of 2018, Tumbler Ridge residents voted in the municipal election to elect Council for the 2018 - 2022 term.



Keith Bertrand
Mayor



Chris Norbury
Councillor



Bernie Lehmann
Councillor



Darryl Krakowka
Councillor



Curtis Miedzinski
Councillor



Will Howe
Councillor



Joanne Kirby
Councillor

Photo Credit: Eye for Detail Photography

DECLARATION OF DISQUALIFICATIONS

In accordance with Part 4, Division 7, Section 111 of the *Community Charter*, the District of Tumbler Ridge must include in its Annual Municipal Report any Declarations of Disqualification made against individual council member in the previous year.

There are no Declaration of Disqualifications to report in 2020 for the Council of the District of Tumbler Ridge.

COUNCIL LIASONS & COMMITTEE APPOINTMENTS

COMMITTEE OR BOARD	COUNCIL LIAISON OR REPRESENTATIVE
<i>Northeast Regional Advisory Committee</i>	Councillor Kirby & Councillor Miedzinski
<i>Mayor's Economic Resiliency Task Force</i>	Mayor Bertrand, Councillor Kirby & Krakowka
<i>Tumbler Ridge Health Needs Task Force</i>	Councillor Krakowka & Councillor Lehmann
<i>South Peace Health Services Society</i>	Councillor Norbury
<i>Tourism Advisory Committee</i>	Councillor Kirby & Councillor Krakowka
<i>Building Healthy Communities Committee</i>	Councillor Lehmann & Councillor Norbury
<i>Tumbler Ridge Chamber of Commerce</i>	Councillor Howe
<i>Tumbler Ridge Community Forest</i>	Councillor Norbury
<i>Tumbler Ridge Mountain Bike Association</i>	Councillor Kirby
<i>Tumbler Ridge Museum Foundation</i>	Councillor Krakowka & Councillor Kirby
<i>Tumbler Ridge UNESCO Global Geopark</i>	Councillor Kirby & Councillor Krakowka
<i>Tumbler Ridge Public Library Board</i>	Councillor Miedzinski
<i>Tumbler Ridge Society for Children's Needs</i>	Councillor Norbury
<i>Alaska Highway Community Society</i>	Councillor Kirby
<i>North East Destination Development</i>	Councillor Kirby

PEACE RIVER REGIONAL DISTRICT (PRRD) APPOINTMENTS

PRRD Director: Mayor Bertrand

Alternate: Councillor Kirby

2020 STRATEGIC PRIORITIES

CHIEF ADMINISTRATIVE OFFICER

- Asset Management Progress
- Budget and Service Level Reduction
- Urban Reserve Progress
- High Speed Internet

FINANCE

- Assist Department Heads in Budget Reduction
- Produce Consolidated Financial Plan
- Alternative Tax Scheme Bylaw
- Audit Financial Statements
- LGDE, CARIP and SOFI Statements

OPERATIONS

- Replace Street Light Controls
- Replace Water Truck
- Airport Lighting Upgrades
- Curbside Recycling
- Sukunka Water Issues
- Recycling Depreciation Policy
- Wrap Garbage Bins and Electric Boxes

CORPORATE ADMINISTRATION

- Rail Export Study
- Curbside Recycling Bylaw

PROTECTIVE SERVICES

- Emergency Response Training
- Bear Smart Community Assessment
- Recruit New Members
- Animal Control Bylaw Options
- COVID – 19 Response Evaluation
- Update Emergency Measures Bylaw

ECONOMIC DEVELOPMENT

- Rural Residential Lot Creation
- Entrance Signs
- For Sale Signs
- COVID -19 Business Outreach
- Downtown Assessment Report

COMMUNITY SERVICES

- Child Care Spaces
- Community Centre Washroom Renovations
- Community Centre Front Desk Renovations
- Town Hall Repairs and Depreciation Report
- Report on Repairs and Depreciation of Public Works and Fire Hall Buildings
- Golf Course Repairs and Updates
- Hockey and Other Camp Package and Ice Installation
- Arena Seating Installation
- Report on TRMF Building Repair Costs and Depreciation
- Naming Rights Policy
- Ski Hill Busing
- Visitor Centre Maintenance

COUNCIL

- Mayor's Task Force on Health Needs
- Volunteer Appreciation
- Caribou/Back Country Issues



COVID-19 RESPONSE & RESILIENCE

Reflecting on the year ignites a series of emotions covering a spectrum from uncertainty to grief and loss to tenacity and resilience to inspiration. As a community, Tumbler Ridge supported one another by hanging hearts in windows and banging pots and pans in support of front line-workers, working to stay socially connected while remaining physically distant.

Looking back, it has been a remarkable journey:

COVID-19 Timeline

- January 28, 2020: The first presumptive positive case of COVID-19 is announced in British Columbia.
- March 5, 2020: The first case of community transmission of COVID-19 not linked to travel is announced in the province.
- March 8, 2020: Canada's first death related to COVID-19 is recorded in British Columbia.
- March 12, 2020: British Columbia's health officials discourage all non-essential travel outside of British Columbia and announce a two-week self-isolation period for anyone arriving internationally.
- March 16, 2020: Health officials ban all events with more than 50 people in an effort to curb the spread of COVID-19.
- March 17, 2020: All public schools are temporarily closed in the province following March break.
- March 18, 2020: British Columbia declares a provincial state of emergency over the COVID-19 pandemic.
- March 20, 2020: Dr. Bonnie Henry orders the closure of all dine-in establishments, with takeout and delivery options still allowed. Playgrounds are also ordered to close.
- March 21, 2020: All "personal service" establishments are ordered to close in British Columbia including salons and spas.

March 23, 2020: Tumbler Ridge closes public access to the municipal hall to help "flatten the curve" of COVID-19 pandemic – maintain service on an appointment basis only.

- March 26, 2020: Tumbler Ridge Emergency Operations Centre Opens.
- April 17, 2020: Progress made on flattening the curve.
- May 19, 2020: British Columbia announces it's moving to Phase 2 of its restart plan, allowing all stores, salons, restaurants, libraries, museums, child-care facilities and parks to reopen. Medical services like physiotherapy, dentistry and massage therapy are allowed to resume.
- June 1, 2020: Schools reopen for in-class instruction, with students allowed to return voluntarily for the final weeks of class under new COVID-19 protocols.
- June 24, 2020: British Columbia enters Phase 3 of its restart plan, allowing non-essential travel throughout the province.

- August 21, 2020: Stronger enforcement begins. Fines of up to \$2000 can be issued by police and other law enforcement.
- September 10, 2020: Schools re-open.
- October 19, 2020: Dr. Bonnie Henry says the province is in its second wave of the pandemic as cases rise dramatically.
- October 26, 2020: A new provincial health order is put in place, limiting gatherings in private homes to no more than your immediate household, plus six others.

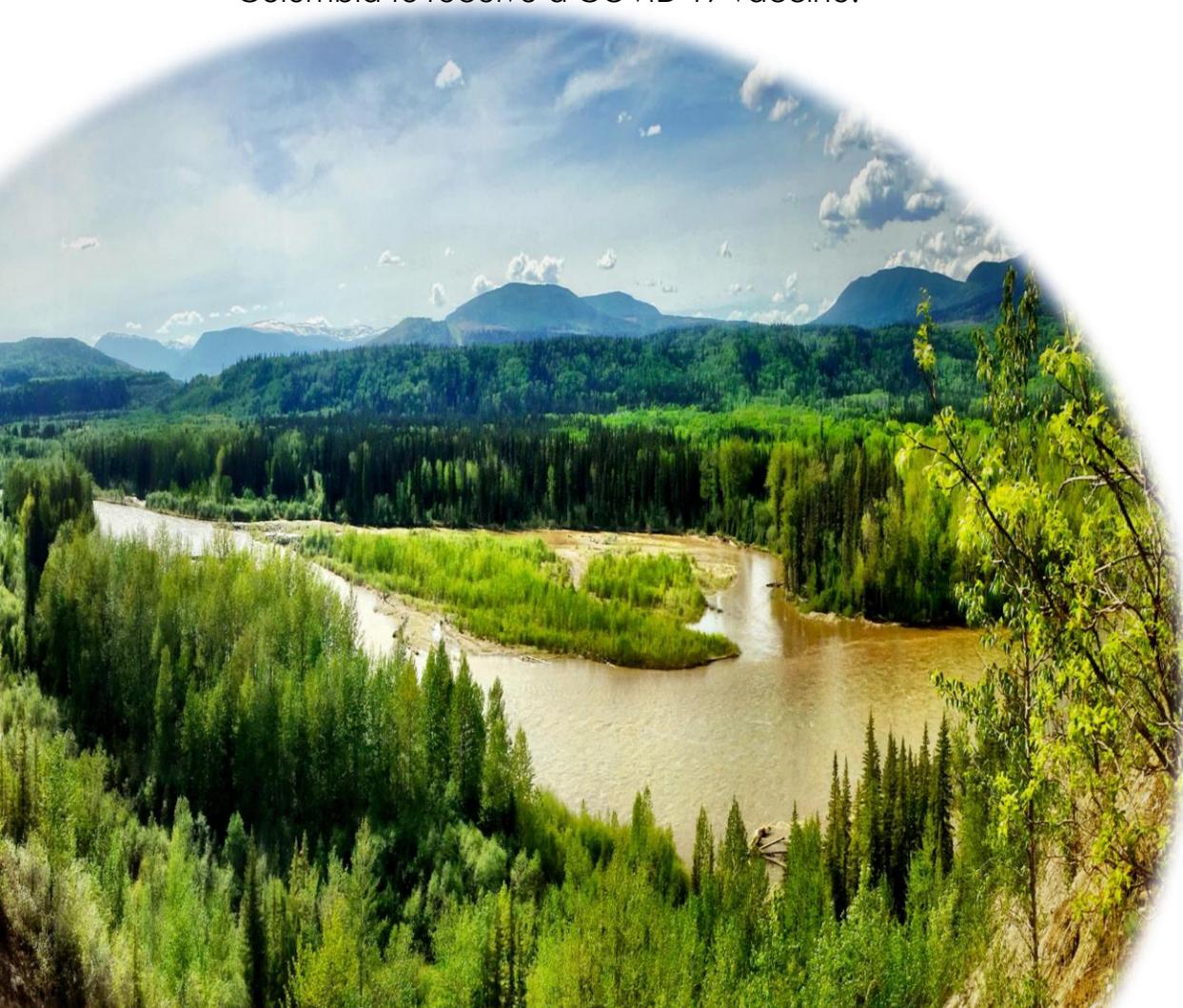
October 31, 2020: Modified HALLOWEEN Celebrations take place

- November 7, 2020: Social gatherings with people outside households are prohibited, many physical activities are limited and some travel is restricted.

November 10, 2020: Tumbler Ridge receives funding in the amount of \$827,000

through provincial Safe Restart Grant Program aimed at COVID relief.

- November 19, 2020: British Columbia's health officials announce another extension of public health orders, banning gatherings through the holiday season.
- November 27, 2020: Masks become mandatory in all public spaces.
- December 7, 2020: Provincial Restrictions are extended to January 8, 2021.
- December 9, 2020: The first COVID-19 vaccine, from Pfizer-BioNTech, is approved for use in Canada.
- December 15, 2020: A 64-year-old health-care worker is the first person in British Columbia to receive a COVID-19 vaccine.



MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER

Adaptability through 2020 has required innovative solutions to continue operations. The dedication of staff has shown the care that is taken to provide the level of service required to build on the current successes of the District even through challenges.

Projects implemented in 2020 included the curbside recycling program. This program will continue to evolve to ensure efficiencies and level of service are streamlined. Upgrades to the airport lighting system have carried over into 2021 for completion.

District facilities have seen some improvements with the upgrade to the Community Centre washrooms off the main lobby. The Fleet Replacement Policy continues to be implemented with the replacement of the Vactor. These are some of the larger projects completed.

In the last quarter of 2020 Council created strategic priorities for the District of Tumbler Ridge over the next year. Council priorities include updating the Official Community Plan, rural residential land development, connectivity and a fire service master plan among other capital and special projects.

Our team looks forward to providing sustainable fiscal management, capital replacement and creating efficiencies to the levels of service provided to citizens, businesses and visitors of Tumbler Ridge.

Staff at the District of Tumbler Ridge strive to provide our community with an exemplary level of service. We have an amazing team serving the District of Tumbler Ridge.

Warmest Regards,

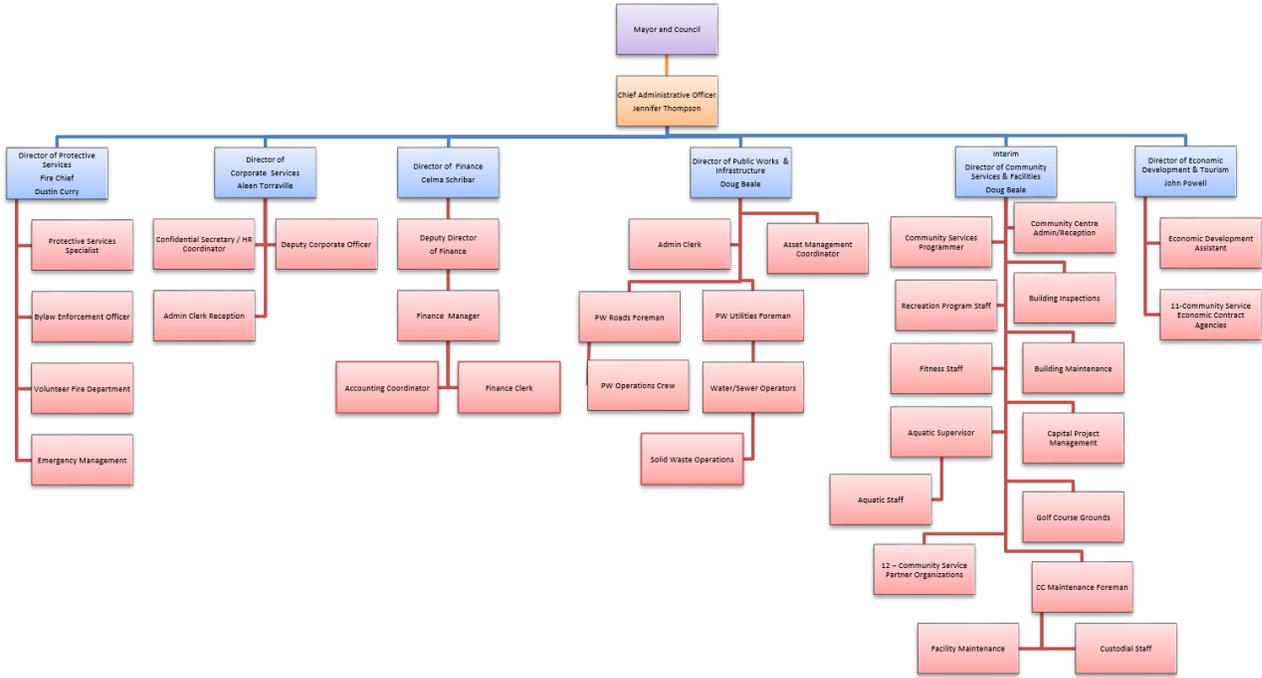
Jennifer Thompson,
Chief Administrative Officer

2020 ANNUAL DEPARTMENTAL WORK PLANS

Annual Department Work Plans are developed in conjunction with the District's current 2020 - 2024 Budget and Financial Plan. These plans assist the Management Team to help align District initiatives and undertakings with Council's current Strategic Plan.

Although Staff may have already worked on several of the initiatives outlined in the Work Plan, the 2020 Work Plan provides general guidance to the District on anticipated target or milestone completion dates for the upcoming year. Sometimes estimated project completion dates may change or require adjustment throughout the year due to the influence of other factors. As such, quarterly reports will be provided to Council in order to review current works project/initiative status and re-review priority levels during the 2020 fiscal year.

The following pages introduce the District of Tumbler Ridge departments and their 2020 Work Programs.



ADMINISTRATION & CORPORATE SERVICES

Jennifer Thompson, Chief Administrative Officer
Aleen Torraville, Director of Corporate Services
Jane Butters, Deputy Director of Corporate Services
Roxanne Gale, Human Resources Coordinator/Confidential Secretary
Colette Ernst, Administrative Clerk
Support Staff

WHAT WE DO

Administration and Corporate Services works closely with Council to provide necessary information and the tools to promote effective decision making in an open and accountable manner. The department keeps Council up to date on corporate matters and ensuring that Council policy is implemented.

Administrative and Corporate Services are also the primary access point for citizens and outside agencies wishing to communicate or interact with Council and also acts as support staff for all other departments.

2020 WORK PROGRAM & INITIATIVES

- **Preparing minutes and agendas,**
- **Composing, reviewing and providing advice on municipal bylaws and policies,**
- **Initiating the follow-up action to Council decisions,**
- **Administering Freedom of Information and Protection of Privacy Act requests,**
- **Managing the District's legal contracts and agreements,**
- **Human Resource Management**

Reports To Council By Position For The Year 2020

Position	Totals
Chief Administrative Officer	12
Director of Corporate Services	10
Deputy Director of Corporate Services	26
Human Resources Coordinator/Confidential Secretary	4
Chief Financial Officer	12
Director of Economic Development & Tourism	16
Director of Protective Services/Fire Chief	17
Director of Operations & Infrastructure	13
Director of Community Services	5
Recreational Manager	15

FINANCE

Celma Schribar, Chief Financial Officer
Dianna Gies, Finance Manager
Tamara Dell, Accounting Coordinator
Karen Curry, Finance Clerk

WHAT WE DO

The Finance Department consists of four full-time finance staff. The Finance Department is responsible for monitoring, controlling and allocating of financial resources in order to achieve the District's immediate short and long-term goals and objectives.

The Department also provides Council with financial updates and variance analysis. Annual Financial Statements, which are audited by an independent auditor, are prepared by the Chief Financial Officer along with other reports to meet the legislative requirements of the Province.

2020 WORK PLAN & INITIATIVES

Asset Management Progress

- The five-year financial plan seeks to meet the vision and mission statements by using best practice Asset Management principles to inform the budget process and build on those principles

Collecting and reporting on all District's Revenues by Maintaining Property Tax Assessment Roll Information and Annual Billing

- Roll information is now updated weekly using electronic files available from BC Assessments keeping property owner and land information current to improve service to the public.

Paying of Supplier Bills and Invoices

- Continuing to migrate suppliers from cheque processing to Electronic Funds Transfer (EFT) to improve productivity.

Photo Credit: Simon Ratcliffe

Administering Payroll

- Continuing to add additional forms and making improvements to improve accountability and/or reducing error.

Process Business License Billing

- Tracking of business activity and short term rental license monitoring.

Administering the Annual Tax Sale Process

- Being proactive about collections has seen a decrease in delinquent accounts in the past few years.

Property Tax Collection and Policy

- Establishing the Annual Municipal Tax Rates and User Fees consistent with the Five-Year Plan.

Administer Permissive and Revitalization Tax Exemptions

- Council continues to support local not-for-profit organizations that provide benefits to the community as a whole and are eligible under the *Community Charter* through permissive tax exemptions.
- Council did not consider any Revitalization Tax Exemption applications for 2020



The District's operational banking is administered through Lake View Credit Union in Tumbler Ridge.

FEE FOR SERVICE & GRANTS IN AID 2020

Tumbler Ridge Library Association	369,792.00
Grizzly Valley ATV Club	16,000.00
Tumbler Ridge Mountain Bike Association	122,000.00
Tumbler Ridge Global Geopark Society	150,000.00
Tumbler Ridge Forever Young Society	16,000.000
Summit Avalanche Consulting	3,500.00
Tumbler Ridge Chamber of Commerce	30,000.00
South Peace Health Services Society	30,000.00
TR Days Society	20,000.00
Tumbler Ridge Society for Children's Needs	8,500.00
Tumbler Ridge Youth Services	43,000.00
Tumbler Ridge Museum Foundation	220,000.00
Tumbler Ridge Hospice and Respite Care	22,400.00
Tumbler Ridge Firefighters Association	36,000.00
TOTAL	\$1,087,192.00

**DISTRICT OF TUMBLER RIDGE
2020 PERMISSIVE TAX EXEMPTION**

Registered Owner	Roll Number	Civic Address	Use Code	2020 Assessments	2020 Tax Rates	2020 Municipal Exempt Tax Values
Permissive Exemptions						
DTR - TR Curling Club	517.001	340 Front Street	06	64,300	14.6560	942.38
DTR - TR Old timers Hockey Club	517.002	340 Front Street	06	28,400	14.6560	416.23
DTR - TR Lions Club	517.003	340 Front Street	06	8,400	14.6560	123.11
DTR - Municipal Library	517.004	340 Front Street	06	349,700	14.6560	5,125.20
DTR - TR Youth Services	517.005	340 Front Street	06	74,600	14.6560	1,093.34
DTR - TR Children's Society	517.006	340 Front Street	01	159,900	7.3069	1,168.37
DTR - TR Arts Council	517.007	340 Front Street	06	5,600	14.6560	82.07
DTR - TR Snowmobile Club	520.010	Lot 2 Becker Road	08	2,800	7.2523	20.31
DTR - TR Museum	575.531	255 Murray Drive	06	2,304,000	14.6560	33,767.42
DTR - TR Museum	575.531	255 Murray Drive	08	56,500	7.2523	409.75
DTR - Community Garden	575.532	255 Murray Drive	06	10,600	14.6560	155.35
DTR - Community Garden	575.532	255 Murray Drive	08	39,200	7.2523	284.29
DTR - Grizzly Valley Saddle Club	624.000	Mackenzie Way	06	289,100	14.6560	4,237.05
TR Branch Royal Canadian Legion	645.000	380 Pioneer Loop	06	10,000	14.6560	146.56
TR Branch Royal Canadian Legion	645.000	380 Pioneer Loop	08	37,400	7.2523	271.24
DTR - TR Sportsman's Association	50066.000	Crown Land #8003744	08	319,900	7.2523	2,559.20
TOTAL Permissive Exemptions						50,801.88
Statutory Exemptions						
TR Fellowship Baptist Church	543.001	115 Commercial Park	08	183,400	7.2523	1,330.07
Pentacostal Assemblies of Canada	575.525	275 Murray Drive	08	430,800	7.2523	3,124.29
Roman Catholic Episcopal Corporation	590.100	103 Commercial Park	08	484,400	7.2523	3,513.01
Seventh Day Adventist	637.001	107 Commercial Park	08	185,400	7.2523	1,344.58
TOTAL Statutory Exemptions						9,311.95
TOTAL Exemptions						60,113.84

ECONOMIC DEVELOPMENT & TOURISM

John Powell, Director of Economic Development & Tourism
Jessie Olsen, Marketing & Design Coordinator
Community Service Economic Contract Agencies

WHAT WE DO

The Economic Development Department manages economic development functions for the District of Tumbler Ridge. The department collaborates with a variety of other departments and local, regional, and provincial stakeholders to facilitate a healthy and robust local economy.

The Economic Development Department consists of two full-time employees and also administers the Love Tumbler Ridge Program.

2020 Work Plan and Initiatives

- **Lobbying**

The department provides assistance in lobbying for matters identified as being in the best interest for the community. Efforts often involved connecting and partnering with similarly aligned stakeholders.

- **Delegations**

Hosted in person and virtual delegations for potential investors.

- **Business Attraction, Retention and Expansion**

The department assisted several businesses and potential businesses with identifying opportunities and processes to establish or expand their business interests in Tumbler Ridge. The department also assisted with a variety of businesses with activities such as identifying land or buildings, permitting processes, resources, partnerships and service gaps.

- **Land Purchase**

Completed required final steps that the province requested to complete the purchase process for 100 Acre Woods and Saddle Club properties – (surveys, timber cruise to price-out timber values on these parcels and land appraisals).

- **Land Development**

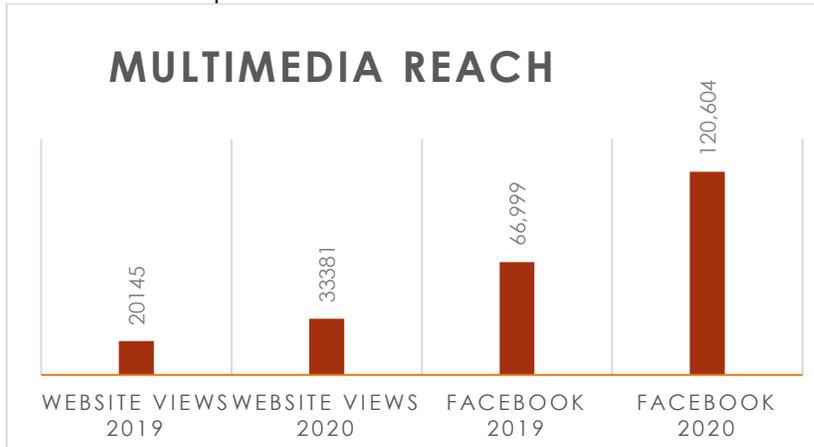
- Completed Environmental Site Assessment and geotechnical investigations on land to the south of the Trend Hotel for potential commercial park expansion.
- Geotechnical investigation and appraisal of large industrial park lot.

- **Signage**

- Installed three new Welcome signs at entrances to town. Installation of lighting (solar) delayed due to COVID supply chain delays.
- Development and installation of new on-site for sale signs on District lots.

- **Marketing projects**

Shifted emphasis due to COVID – no tradeshow in 2020 but increased the social media presence.



- **Tourism strategy**

- Presented new strategy to Council in February 2020.

- **Visitor guides and other marketing projects**

- Completed the 5th edition of the new branded visitor guides.
- Safety messaging boards around town.

- **Economic Resiliency Task Force**

- Launched in response to COVID. Identified numerous projects – most of which will be implemented in 2021.

- **Downtown Sidewalk | Main Street Revitalization planning**

- Developed a draft concept package for the revitalization of the downtown – starting with Main Street.

- **Business Walk**

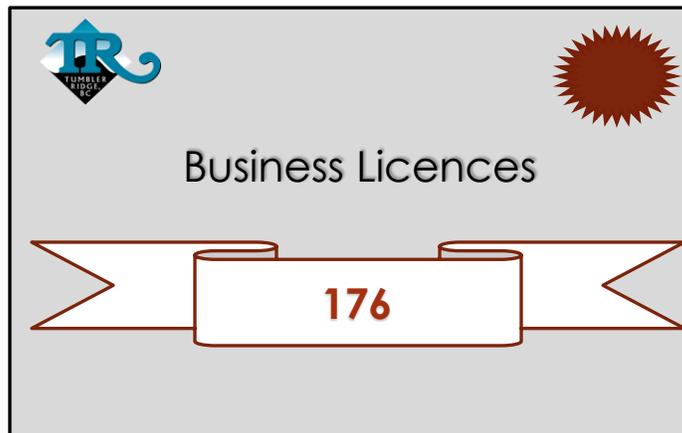
- Business walk took place in October and approximately 55 businesses were polled for information on the present business environment including aspects for improvement.

- **Business Façade Improvement Program**

- Awarded the implementation of this project to TR Chamber of Commerce. The District worked with the TR Chamber of Commerce to offer Business Façade Improvement grants to the local business community. In 2020, four businesses utilized the program resulting in almost \$20,000 being reimbursed to businesses through NDI funding.

The Economic Development Officer sits on the following boards:

- BC Small Business Roundtable board of Directors
- BC Economic Development Association Board of Directors
- Community Futures Peace Liard Board of Directors.



PROTECTIVE SERVICES

Dustin Curry, Director of Protective Services/ Fire Chief/Emergency Program Manager
Mike Thibodeau, Protective Services Specialist
Ann More, Bylaw Enforcement Officer
Volunteer Fire Fighters
Volunteer ESS Responders

The Protective Service department strives to deliver quality service to the residents and visitors to the District of Tumbler Ridge in a fiscal responsible manner. The District of Tumbler Ridge supports this service delivery through a series of well-established training programs based on specific roles.

The Protective Service department provides the framework for a network of functions that work tirelessly in the pursuit of making Tumbler Ridge a safer place to visit, live, work and play. Each of these functions play distinct roles in the protection of the community but ultimately work in concert in order to provide a truly essential service.

WHAT WE DO

<p><u>Tumbler Ridge Fire Rescue</u></p> <ul style="list-style-type: none"> • Fire Suppression (Urban and Wildland). • Vehicle Extrication. • Hazardous Materials Response. • Technical Rescue Response. • Medical First Responder. • Fire Inspections in 93 Commercial and Industrial properties. • Residential Home Safety Inspections. <p>Fire Prevention Activities:</p> <ul style="list-style-type: none"> ○ Fire Prevention Week ○ Hall Tours ○ Public Speaking Events ○ Pop-up Educational Events 	<p><u>Bylaw Enforcement</u></p> <p>Education and enforcement of municipal bylaws including:</p> <ul style="list-style-type: none"> ○ Unsightly Premises ○ Traffic and Highways ○ Noise Control ○ Zoning ○ Solid Waste/Recycling ○ Animal Responsibility <ul style="list-style-type: none"> • Animal Control Enforcement • Daily patrols throughout the community with the goal to interact with the public in a positive manner. • Point of contact for information or to register a complaint.
<p><u>Emergency Management</u></p> <ul style="list-style-type: none"> • Emergency Preparedness Planning. • Emergency Response Plan Updates. • Emergency Management Training and Exercise Activities. • COVID -19 Response Hub. • Emergency Operations Centre. 	<p><u>Emergency Support Services</u></p> <ul style="list-style-type: none"> • 24/7 response for residents who have experienced a disaster event such as a fire, flood or earthquake. • Recruitment and Training.



Photo Credit: Mike Thibodeau

Bylaw Enforcement

175
Warning tickets issued



22
Tickets issued



\$4,500
Total fines issued



Fire Rescue

118
Responded calls



3 min 50 sec
Average in town Response



January
Busiest Month

Monday
Busiest Day

over 1300
Hours of Training



PUBLIC WORKS & OPERATIONS

Doug Beale, Director of Operations & Infrastructure
Sean O’Rielly, Roads Forman
Sean Shea, Utilities Forman
Doug Lowther, Fleet Technician
Sandra Cutler, Administrative Clerk
Stephanie Gonwick, Assessment Management Coordinator
Public Works Crew

WHAT WE DO

The Public Works & Operations Department provides many of the basic services that affect the daily lives of everyone who lives and works in the District. The department’s primary responsibility is to ensure that existing core municipal services are delivered effectively and efficiently. This is achieved through short and long term planning to identify and address where new infrastructure and improvements are required.

2020 WORK PROGRAM & INITIATIVES

- **Replaced Street Light Controls**
 - Updated electrical components of street lights to ensure reliability of street lights for public safety.
- **Fleet Replacement**
 - As part of the fleet replacement policy the water truck and the sidewalk machine have been replaced along with the Council vehicle. Golf Course equipment was also replaced.
- **Airport Lighting Upgrades**
 - The District was successful in achieving a grant to upgrade lighting at the airport to meet Transport Canada requirements for aircraft safety. This project will be complete in 2021.
- **Curbside Recycling**
 - The implementation of curbside recycling within the District is a new program which included the construction of a recycling building and installation of the baler for multi-material recycling. As the District does bale the recycled products, there is a revenue stream attached to this program although there remains a cost to recycling to the District.
- **Well Pump Replacement – PW7**
 - One of the raw water pumps located at Flatbed Creek was replaced. This is one of the main raw water supply wells for the District.

- **Road Maintenance**

- The District upgraded crack sealing equipment which applies a rubberized crack sealant which will save costs, resources of labour and equipment while extended the useful life of the existing pavement.



RECREATION SERVICES

Doug Beale, Interim Director of Community Services
Joy McKay, Recreation Manager
Ken MacEachern, Maintenance Foreman
Roxanne Trudeau, Community Programmer
Lindsey McQueen, Fitness Coordinator
Monica Pittman, Aquatic Coordinator
Support Staff

WHAT WE DO

The Community Services Department operates the Tumbler Ridge Community Center. The center consists of a swimming pool, fitness center, ice arena, curling rink and administration area. Included within the facility is the community library, restaurant, indoor play space, meeting rooms and many historical displays. The Community Services department also operates the Tumbler Ridge Golf Course, many trails, parks and Visitor Center maintenance.

Community Services provided programs for the community ranging from hockey camps, swim lessons, learn to skill development, crafting and club / league play for many residents. Programs offered by the Community Services department include services for youth, teens, adults and seniors.

2020 WORK PROGRAM & INITIATIVES

- **Community Centre Washroom Renovations**
- **Town Hall Repairs and Depreciation Report**
- **Report on Repairs and Depreciation of Public Works and Fire Hall Buildings**
- **Golf Course Repairs and Updates**
- **Hockey Camp Package**
- **Arena Seating Installation**
- **Visitor Centre Maintenance**

Community Events Hosted:

- **June - Triathlon (Virtual)**
- **July 1 – Canada Day**
- **September 20 – Terry Fox Run (Virtual)**
- **January 25 – 29 Virtual Winter Carnival**
- **May 10 – 14 Pitch in Week**
- **May 10 - Move for Health Day**
- **October 26 – Pumpkin Patch Drive Thru**
- **December 3 – Tree Light Up (Virtual)**



Photo Credit: Jessie Olsen

INDEPENDENT AUDITORS REPORT & CONSOLIDATED FINANCIAL STATEMENTS

December 31, 2020



CHARTERED PROFESSIONAL ACCOUNTANTS

Partners

- * Ben Sander, B. Comm., FCPA, FCA
- * Dale J. Rose, CPA, CA
- * Alan Bone, B. Comm., CPA, CA
- * Jason Grindle, B. Comm., CPA, CA
- * Jaron Neufeld, B. Comm., CPA, CA

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May 3, 2021

The District of Tumbler Ridge
Box 100
TUMBLER RIDGE, BC V0C 2W0

Dear Mayor and Council

THE DISTRICT OF TUMBLER RIDGE

We are pleased to inform you that the audit of The District of Tumbler Ridge is now complete for the year ending December 31, 2020. Canadian auditing standards require that we communicate the following information with you in relation to your audit.

Evaluation of Internal Controls

The audit includes consideration of internal controls relevant to the preparation of the 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 internal controls. Matters that are reported to the Mayor and Council are limited to those deficiencies that the auditor has identified during the audit and that the auditor has concluded are of sufficient importance to merit being reported to those charged with governance.

We found the system of internal controls was functioning adequately, and therefore we have no issues to bring to your attention at this time.

Misstatements

We have attached the Schedule of Unadjusted Financial Statement Misstatements. These are uncorrected misstatements aggregated by us during the audit that were determined by management to be immaterial, both individually and in the aggregate, to the financial statements taken as a whole.



Member, Chartered Professional Accountants of British Columbia and Alberta

* Denotes Professional Corporations

Significant Accounting Principles

Management is responsible for the appropriate selection and application of accounting policies. Our role is to review the appropriateness and application as part of our audit. The accounting policies used by The District of Tumbler Ridge are described in Note 1, Significant Accounting Policies, in the financial statements.

Significant Unusual Transactions

We are not aware of any significant or unusual transactions entered into by The District of Tumbler Ridge that you should be informed about.

Accounting Estimates

Management is responsible for the accounting estimates included in the financial statements. Estimates and the related judgments and assumptions are based on management's knowledge of the business and past experience about current and future events.

Our responsibility as auditors is to obtain sufficient appropriate evidence to provide reasonable assurance that management's accounting estimates are reasonable within the context of the financial statements as a whole. An audit includes performing appropriate procedures to verify the:

- Calculation of accounting estimates;
- Analyzing of key factors such as underlying management assumptions;
- Materiality of estimates individually and in the aggregate in relation to the financial statements as a whole;
- Estimate's sensitivity to variation and deviation from historical patterns;
- Estimate's consistency with the entity's business plans; and
- Other audit evidence.

We have found management's accounting estimates are reasonable within the context of the financial statements as a whole.

Disagreements with Management

We are required to communicate any disagreements with management, whether or not resolved, about matters that are individually or in aggregate significant to The District of Tumbler Ridge's financial statements or auditor's report. Disagreements may arise over:

- Selection or application of accounting principles;
- Assumptions and related judgments for accounting estimates;
- Financial statement disclosures;
- Scope of the audit; or
- Wording of the auditor's report.

We are pleased to inform you that we had no disagreements with management during the course of our audit.

Consultation with Other Accountants (Second Opinions)

Management may consult with other accountants about auditing and accounting matters to obtain a "second opinion". When an entity requests that another accountant provide a written report or oral advice on the application of accounting principles to a specific transaction or the type of opinion that may be rendered on the entity's financial statements, we are required to ensure that the accountant has ensured that the reporting accountant has knowledge of all facts and circumstances and has conducted the engagement in accordance with Canadian auditing standards on the Reports on the Application of Accounting Principles.

We are not aware of any consultations that have taken place with other accountants regarding issues that might affect the financial statements for the year ended December 31, 2020.

Issues Discussed

The auditor generally discusses among other matters, the application of accounting principles and auditing standards, and fees, etc. with management in the initial or recurring appointment of the auditor during the normal course of business. There were no major issues discussed during our audit with regards to our retention that were not in the normal course of business.

Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of the Mayor and Council.

We would like to take this time to thank Laura Sanders, Dianna Gies, and the staff at The District of Tumbler Ridge for their assistance in completing the audit.

The District of Tumbler Ridge
May 3, 2021

4.

This communication is prepared solely for the information of the Council and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

Should any member of the Council wish to discuss or review any matter addressed in this letter or any other matters related to financial reporting, please do not hesitate to contact me at any time.

Yours very truly
SANDER ROSE BONE GRINDLE LLP
CHARTERED PROFESSIONAL ACCOUNTANTS



Jaron Neufeld, B.Comm, CPA, CA

JJN/nhp
ENCLS.

cc: Laura Sanders
Interim Director of Finance

THE DISTRICT OF TUMBLER RIDGE
Financial Statements
Year Ended December 31, 2020

THE DISTRICT OF TUMBLER RIDGE
Index to Financial Statements
Year Ended December 31, 2020

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THE DISTRICT OF TUMBLER RIDGE
Statement of Financial Position
December 31, 2020

	2020	2019
FINANCIAL ASSETS		
Cash	\$ 12,332,235	\$ 11,573,253
Accounts receivable (Note 3)	786,610	911,537
Investments	19,082,011	18,698,343
Municipal Finance Authority deposit	31,779	31,138
Investment in Tumbler Ridge Community Forest Corp. (Note 4)	2,455,071	2,029,820
	34,687,706	33,244,091
LIABILITIES		
Accounts payable and accrued liabilities (Note 5)	480,784	1,121,028
Deferred revenue	125,381	216,524
Deposits and holdbacks (Note 6)	548,124	1,014,225
Long-term debt, net of sinking funds (Note 7)	746,588	910,709
	1,900,877	3,262,486
NET FINANCIAL ASSETS	32,786,829	29,981,605
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 8)	55,060,790	55,623,800
Inventories	44,204	63,460
Prepaid expenses	210,531	52,245
	55,315,525	55,739,505
ACCUMULATED SURPLUS (Note 10)	\$ 88,102,354	\$ 85,721,120

Approved by



Interim Director of Finance

THE DISTRICT OF TUMBLER RIDGE
Statement of Operations and Accumulated Surplus
Year Ended December 31, 2020

	Budget 2020	Actual 2020	Actual 2019
REVENUES			
Net taxation revenue <i>(Note 12)</i>	\$ 8,667,334	\$ 8,668,501	\$ 9,028,669
Grant-in-lieu	117,865	115,107	109,310
Government transfers <i>(Note 13)</i>	2,703,183	3,592,308	2,587,287
Return on investments	610,800	564,507	591,775
Licenses, fines, and rentals	171,750	388,674	219,997
Sale of services	689,400	582,592	852,666
Water and sewer	1,009,200	997,422	989,290
Gain on sale of tangible capital assets	-	7,373	5,958
Equity in earnings of Tumbler Ridge Community Forest Corp. <i>(Note 4)</i>	-	425,251	(600,034)
	13,969,532	15,341,735	13,784,918
EXPENSES			
General government	3,354,608	3,042,299	6,400,357
Protective services	619,126	756,219	575,081
Transportation services	2,042,681	3,021,843	1,642,722
Parks and recreation	3,283,912	4,051,484	3,327,363
Environmental health services	433,912	683,744	507,864
Economic development services	372,447	377,335	474,160
Water services	415,568	653,603	429,636
Sewer services	245,533	373,974	483,897
	10,767,787	12,960,501	13,841,080
ANNUAL SURPLUS (DEFICIT)	3,201,745	2,381,234	(56,162)
ACCUMULATED SURPLUS - BEGINNING OF YEAR	85,721,120	85,721,120	85,777,282
ACCUMULATED SURPLUS - END OF YEAR	\$ 88,922,865	\$ 88,102,354	\$ 85,721,120

THE DISTRICT OF TUMBLER RIDGE
Statement of Changes in Net Financial Assets
Year Ended December 31, 2020

	Budget 2020	Actual 2020	Actual 2019
ANNUAL SURPLUS (DEFICIT)	\$ 3,201,745	\$ 2,381,234	\$ (56,162)
Purchase of tangible capital assets	(3,684,000)	(2,738,332)	(1,303,833)
Amortization of tangible capital assets	-	3,241,540	3,186,321
Proceeds on disposal of tangible capital assets	-	67,173	-
Loss (gain) on disposal of assets	-	(7,373)	(5,958)
Acquisition of inventories	-	(44,204)	(63,460)
Acquisition of prepaid expenses	-	(210,519)	(52,245)
Consumption of inventories	-	63,460	51,065
Use of prepaid expenses	-	52,245	105,699
	(3,684,000)	423,990	1,917,589
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(482,255)	2,805,224	1,861,427
NET FINANCIAL ASSETS - BEGINNING OF YEAR	29,281,605	29,981,605	28,120,178
NET FINANCIAL ASSETS - END OF YEAR	\$ 28,799,350	\$ 32,786,829	\$ 29,981,605

See notes to financial statements

THE DISTRICT OF TUMBLER RIDGE**Statement of Cash Flows**

Year Ended December 31, 2020

	2020	2019
OPERATING ACTIVITIES		
Annual surplus (deficit)	\$ 2,381,234	\$ (56,162)
Items not affecting cash:		
Amortization of tangible capital assets	3,241,540	3,186,321
Gain on sale of tangible capital assets	(7,373)	(5,958)
Equity in earnings of Tumbler Ridge Community Forest Corp.	(425,251)	600,034
	5,190,150	3,724,235
Changes in non-cash working capital:		
Accounts receivable - decrease	124,927	164,689
Municipal Finance Authority deposit - (increase)	(641)	(601)
Accounts payable - (decrease)/increase	(640,244)	754,980
Deferred revenue - (decrease)	(91,143)	(38,158)
Deposits received - (decrease)	(466,101)	(381,300)
Inventories - decrease/(increase)	19,256	(12,395)
Prepaid expenses - (increase)/decrease	(158,274)	53,463
	(1,212,220)	540,678
Cash flow from operating activities	3,977,930	4,264,913
INVESTING ACTIVITIES		
Proceeds on disposal of tangible capital assets	67,173	-
Purchase of tangible capital assets	(2,738,332)	(1,303,833)
Cash flow used by investing activities	(2,671,159)	(1,303,833)
FINANCING ACTIVITIES		
Repayment of long term debt	(164,121)	(170,228)
Purchase of guaranteed investment certificates	(383,668)	(283,598)
Cash flow used by financing activities	(547,789)	(453,826)
INCREASE IN CASH FLOW	758,982	2,507,254
Cash - beginning of year	11,573,253	9,065,999
CASH - END OF YEAR	\$ 12,332,235	\$ 11,573,253

See notes to financial statements

THE DISTRICT OF TUMBLER RIDGE

Notes to Financial Statements

Year Ended December 31, 2020

1. NATURE OF OPERATIONS

The District of Tumbler Ridge (the "District") was incorporated on April 9, 1981 as a District Municipality under the Community Charter, formerly the Municipal Act, a statute of the Province of British Columbia. Its principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water, sanitary sewer, and fiscal services.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements were prepared in accordance with Canadian public sector accounting standards (PSAS). Significant accounting policies adopted by the District are as follows:

Basis of consolidation

1. Consolidated entities:

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the District and which are owned or controlled by the District.

2. Accounting for Region and School Board Transactions:

The taxation, other revenues, expenses, assets and liabilities with respect to the operation of the Region and the School Board are not reflected in these consolidated financial statements.

3. Trust funds:

Trust funds and their related operations administered by the District are not included in these consolidated financial statements.

4. Investment in Government Business Enterprises:

The District's investment in the Tumbler Ridge Community Forest Corp., a wholly-owned subsidiary, is accounted for on a modified equity basis, consistent with Canadian generally accepted accounting principles as recommended by PSAS. Under the modified equity basis, the Tumbler Ridge Community Forest Corp.'s accounting policies are not adjusted to conform with those of the District and inter-organizational transactions and balances are not eliminated. The District recognizes its equity interest in the annual earnings or loss of the Tumbler Ridge Community Forest Corp. in its consolidated statement of operations and accumulated surplus with a corresponding increase or decrease in its investment asset account. Any dividends that the District may receive from the Tumbler Ridge Community Forest Corp. will be reflected as reductions in the investment asset account.

Basis of accounting

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(continues)

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and cash equivalents

Cash equivalents include short-term highly liquid investments with a term to maturity of 90 days or less at acquisition.

Investments

Investments include guaranteed investment certificates with a term to maturity of 90 day or more at acquisition and are stated at the lower of cost and market value.

Long-term debt

Long-term debt is recorded net of related sinking fund balances.

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 ordinary course of operations.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a straight-line basis at the following rates:

Buildings	7 - 75 years
Engineered infrastructure	5 - 70 years
Equipment	5 - 20 years
Furniture and fixtures	3 - 20 years
IT Infrastructure	3 - 15 years
Land improvements	10 - 30 years
Vehicles	5 - 20 years

The District regularly reviews its tangible capital assets to eliminate obsolete items. Government grants are treated as a reduction of tangible capital assets cost.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

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

Natural resources that have not been purchased are not recognized as assets in these consolidated financial statements.

Works of art and cultural and histories assets are not recorded as assets in these consolidated financial statements.

The District does not capitalize interest cost associated with the acquisition or construction of tangible capital assets.

(continues)

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Inventories

Inventories of supplies held for consumption are recorded at the lower cost and replacement cost.

Revenue recognition

Taxation and user fee revenues are recognized in accordance with the provisions of the Community Charter. The District is required to act as an agent for the collection of certain taxes and fees imposed by the other authorities. Collections for other authorities are excluded from the District's taxation revenues.

Revenue unearned in the current period is reported on the consolidated statement of financial position as deferred revenue.

Investment income

Investment income is reported as revenue in the period earned. When required by the funding agency or related Act, the income earned on deferred revenue is added to the investment and forms part of the deferred revenue balances.

Government transfers

Government transfers, which include legislative grants, are recognized as revenue in the financial statement when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfer revenue is recognized in the statements of operations as the stipulations for liabilities are settled.

Employee future benefits

The District provides certain employee benefits which will require funding in future periods. These benefits include accrued wages, vacation, sick leave, and benefits under Worker's Compensation Board. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

The District and its employees participate in the Municipal Pension Plan. The costs of the multi-employer defined contribution pension plan are the employer's contributions due to the plan in the fiscal year.

Budget

The budget figures are from the Five Year Financial Plan Bylaw adopted by May 15 of each year. They have been allocated to conform to PSAB financial statement presentation. Subsequent amendments have been made by Council to reflect changes in the budget as required by the law.

(continues)

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of estimates

The preparation of the consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues and expenses reported in the consolidated financial statements. Estimates include assumptions used in estimating grant revenues and receivables, and estimated historical cost and useful lives of tangible capital assets. Actual results could differ from these estimates.

Contaminated sites

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met

1. an environmental standard exists,
2. contamination exceeds the environmental standard,
3. the organization is directly responsible or accepts responsibility for the liability,
4. future economic benefits will be given up, and
5. a reasonable estimate of the liability can be made.

3. ACCOUNTS RECEIVABLE

	2020	2019
Goods and services tax recoverable	\$ 151,492	\$ 71,607
Provincial and local government	28,000	87,905
Taxation - current	330,985	502,835
Taxation - arrears/delinquent	103,653	123,037
Tax sale properties	-	9,655
Trade	172,480	116,498
	\$ 786,610	\$ 911,537

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

4. INVESTMENT IN TUMBLER RIDGE COMMUNITY FOREST CORP.

	2020	2019
Investment in shares of the Corporation	\$ 200,000	\$ 200,000
Accumulated surplus	2,255,071	1,829,820
	\$ 2,455,071	\$ 2,029,820

The following provides condensed supplementary financial information for the Tumbler Ridge Community Forest Corp. (the "Corporation") for the year ended December 31:

	2020	2019
Financial position:		
Assets:		
Current	\$ 3,390,864	\$ 2,889,282
Total Assets	\$ 3,390,864	\$ 2,889,282

Liabilities:		
Current	166,952	110,201
Silviculture obligation	768,841	749,261
Total liabilities	935,793	859,462
Equity:		
Share capital	200,000	200,000
Retained earnings	2,255,071	1,829,820
Total Liabilities and Equity	\$ 3,390,864	\$ 2,889,282

	2020	2019
Operations:		
Revenue	\$ 996,318	\$ 73,592
Expense	571,067	673,626
	\$ 425,251	\$ (600,034)

5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2020	2019
Trade	\$ 256,366	\$ 922,269
Due to other governments	10,713	19,935
Other	5,678	710
Payroll wages and benefits	208,027	178,114
	\$ 480,784	\$ 1,121,028

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

6. DEPOSITS AND HOLDBACKS

	2020	2019
Building deposits	\$ 513,871	\$ 517,709
Holdbacks	34,058	496,321
Other	195	195
	\$ 548,124	\$ 1,014,225

7. LONG-TERM DEBT, NET OF SINKING FUNDS

	Bylaw number	Interest rate	Year of maturity	Gross debt	Sinking funds assets	Net debt 2020	Net debt 2019
Community Centre	542	2.25%	2024	\$ 1,062,322	\$ 315,734	\$ 746,588	\$ 910,709

The District issues debt instruments through the Municipal Finance Authority of British Columbia ("MFA"), pursuant to security issuing bylaws under authority of the Community Charter, to finance certain capital expenditures. Sinking fund balances, managed by the MFA, are used to reduce long term debt.

Debt is reported net of sinking fund balances on the consolidated statement of financial position.

(a) Principal and sinking fund payments due within the next four years are approximately:

2021	\$ 114,206
2022	114,206
2023	114,206
2024	114,206
	<hr/>
	456,824
Estimated sinking fund income	289,764
	<u>\$ 746,588</u>

(b) Sinking fund instalments are invested by the MFA and earn income which, together with principal payments, are expected to be sufficient to retire the sinking debt at maturity. For sinking fund agreements, the MFA has established either a normal sinking fund or a capital repayment equalization fund.

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

8. TANGIBLE CAPITAL ASSETS

Cost	2019 Balance	Additions	Disposals	2020 Balance
Buildings	\$ 36,618,604	\$ 716,894	\$ 103,633	\$ 37,231,865
Engineered infrastructure	47,149,794	684,401	549,017	47,285,178
Equipment	5,145,182	451,640	219,332	5,377,490
Furniture and fixtures	846,588	204,795	144,237	907,146
IT Infrastructure	986,557	15,517	349,184	652,890
Land	6,962,899	5,000	59,800	6,908,099
Land improvements	4,767,231	13,526	13,020	4,767,737
Vehicles	5,648,359	646,559	347,016	5,947,902
	\$108,125,214	\$ 2,738,332	\$ 1,785,239	\$109,078,307

Accumulated Amortization	2019 Balance	Amortization	Accumulated Amortization on Disposals	2020 Balance
Buildings	\$ 23,215,002	\$ 934,867	\$ 103,633	\$ 24,046,235
Engineered infrastructure	19,458,406	1,281,828	549,017	20,191,216
Equipment	3,153,170	367,453	219,329	3,301,295
Furniture and fixtures	579,966	63,586	144,237	499,315
IT Infrastructure	932,044	24,845	349,184	607,705
Land improvements	2,367,582	185,328	13,020	2,539,889
Vehicles	2,795,244	383,633	347,016	2,831,862
	\$ 52,501,414	\$ 3,241,540	\$ 1,725,436	\$ 54,017,517

Net book value	2020	2019
Buildings	\$ 13,185,630	\$ 13,403,602
Engineered infrastructure	27,093,962	27,691,388
Equipment	2,076,195	1,992,012
Furniture and fixtures	407,831	266,622
IT Infrastructure	45,185	54,513
Land	6,908,099	6,962,899
Land improvements	2,227,848	2,399,649
Vehicles	3,116,040	2,853,115
	\$ 55,060,790	\$ 55,623,800

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

9. COMMITMENTS AND CONTINGENCIES

a) Peace River Regional District

The District is responsible, as a member of the Peace River Regional District, for its proportional share of any operating deficits or capital debt related to functions in which it participates. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued

b) Municipal Finance Authority

The District issues debt instruments through the MFA. As a condition of these borrowings, the MFA requires that 1% of gross proceeds are deposited by the District into a debt reserve fund. The District is also required to execute demand notes in connection with each debenture whereby the District may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the accounts. The demand notes issued at December 31, 2020 totaled \$90,701 (2019 - \$90,701).

c) Municipal Insurance Association

The District is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claim in excess of premiums received, it is possible that the District, along with other participants, would be required to contribute toward the deficit. Management does not consider external payment under this contingency to be likely and therefore no amounts have been accrued.

d) Legal claims

The District is a defendant in various lawsuits. In the opinion of management, the overall estimation of loss is no determinable. These claims have not been provided for in the consolidated financial statements. Settlement, if any, made with respect to these actions would be expected to be expensed in the period in which realization is known.

(continues)

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

9. COMMITMENTS AND CONTINGENCIES (continued)

e) Pension liability

The District and its employees contribute to the Municipal Pension Plan (a jointly-trusted pension plan). The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The District of Tumbler Ridge paid \$320,173 (2019 - \$299,323) for employer contributions to the plan in fiscal 2020.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

f) Other government authorities

The District is obligated to collect and remit property taxes levied on Tumbler Ridge taxpayers in respect of the following bodies:

- Ministry of Education, Province of British Columbia
- Peace River Regional Hospital District
- Peace River Regional District
- British Columbia Assessment Authority
- Municipal Finance Authority of British Columbia
- Royal Canadian Mounted Police

(continues)

THE DISTRICT OF TUMBLER RIDGE

Notes to Financial Statements

Year Ended December 31, 2020

9. COMMITMENTS AND CONTINGENCIES *(continued)*

g) Revenue stabilization

The District of Tumbler Ridge has a large natural resources based property taxation base. As such, the natural resource markets can affect the taxation base substantially and can impact the District's ongoing operations in economic downturns. The District has established a stabilization reserve that could provide short term assistance in the event of such circumstances.

h) Property taxes

The District may be contingently liable if a large natural resources based property tax assessment is appealed through the British Columbia Assessment Authority. This could result in the District having retroactive taxes receivable from other governments and retroactive taxes payable to the taxpayer. The potential amount, and likelihood of the liability is unknown as of the date of these financial statements.

10. ACCUMULATED SURPLUS

	2020	2019 <i>(Restated)</i>
Surplus		
Invested in tangible capital assets	\$ 54,314,202	\$ 54,713,090
Operating funds	20,483,368	19,379,065
Total surplus	<u>74,797,570</u>	<u>74,092,155</u>
Reserve funds set aside for specific purposes by Council:		
Stabilization	3,286,550	3,036,248
Equipment replacement	1,884,405	2,036,598
Land sales	585,066	569,140
Municipal buildings	32,822	31,929
RCMP building	103,234	100,428
Drainage	1,006,076	978,717
Parking	33,624	32,727
Water	860,266	836,661
Sewer	1,351,818	1,315,044
Cemetery maintenance	3,830	3,080
General	2,305,073	2,238,187
Gas tax	170,520	450,206
Covid-19 Safe Restart Funds	456,782	-
RFFE Asphalt	1,044,318	-
RFFE Airport	180,400	-
Total reserves	<u>13,304,784</u>	<u>11,628,965</u>
	<u>\$ 88,102,354</u>	<u>\$ 85,721,120</u>

THE DISTRICT OF TUMBLER RIDGE

Notes to Financial Statements

Year Ended December 31, 2020

11. TRUST FUND

The District of Tumbler Ridge administers the Alaska Challenge Snowmobile Safari '92 account funds on behalf of the Ridge Riders Snowmobile Club. The fund was created by excess revenue generated by the Alaska Challenge ride in 1992, organized by the Ridge Riders Snowmobile Club and the District. The fund is to be used to pay for groomer repairs and maintenance. The fund balance has not been incorporated into the consolidated financial statements of the District.

The District holds in trust the Cemetery Perpetual Care Fund as required by the Cremation, Interment and Funeral Services Act. The fund balance or liability has not been incorporated into the consolidated financial statements of the District.

	2020	2019
Alaska Challenge account	\$ 2,127	\$ 2,087
Cemetery Perpetual Care account	2,409	2,364
	\$ 4,536	\$ 4,451

12. NET TAXATION REVENUE

The District is required to collect taxes on behalf of and transfer these amounts to the government agencies noted below:

	2020	2019
Taxes collected:		
General purposes	\$ 8,668,501	\$ 9,031,926
Collection of other governments	2,081,451	2,319,097
	10,749,952	11,351,023
Transfers to other governments:		
Ministry of Education, Province of British Columbia	1,086,060	1,293,055
Peace River Regional Hospital District	353,558	420,335
Peace River Regional District	374,748	352,705
British Columbia Assessment Authority	61,349	59,668
Municipal Finance Authority of British Columbia	144	145
Royal Canadian Mounted Police	205,592	196,446
	2,081,451	2,322,354
	\$ 8,668,501	\$ 9,028,669

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

13. GOVERNMENT TRANSFERS

The government transfers reported on the Consolidated Statement of Operations and Accumulated Surplus are:

	2020	2019
Provincial grants:		
Covid-19 Safe Restart	\$ 413,500	\$ -
Miscellaneous	471,854	159,522
Stimulus	1,752,733	1,630,870
Unconditional	394,425	407,168
Subtotal provincial grants	3,032,512	2,197,560
Federal grants:		
Covid-19 Safe Restart	413,500	-
Gas tax	138,802	374,433
Miscellaneous	7,494	15,294
Subtotal federal grants	559,796	389,727
	\$ 3,592,308	\$ 2,587,287

14. BUDGET DATA

The budget data presented in these consolidated financial statements is based upon the 2020 operating and capital budgets approved by Council on May 11, 2020. Amortization was not contemplated on development of the budget and, as such, has not been included. The table below reconciles the approved budget to the budget figures reported in these consolidated financial statements.

	2020 <i>Budget Amount</i>
Revenue:	
Operating budget	\$ 14,309,183
Less:	
Site 18 funding	(339,651)
Total revenue	13,969,532
Expense:	
Operating budget	11,221,644
Less:	
Site 18 funding	(339,651)
Principal repayment on debt	(114,206)
Total expense	10,767,787
	\$ 3,201,745

THE DISTRICT OF TUMBLER RIDGE

Notes to Financial Statements

Year Ended December 31, 2020

15. EXCEPTIONAL ITEM

On March 11, 2020, the World Health Organization declared a Global Pandemic for the spread of Covid-19. Management continues to assess the actual and potential impact this global pandemic may have on the operations of the District of Tumbler Ridge.

16. COVID-19 SAFE RESTART GRANT

In November 2020, the Province of British Columbia paid to the District of Tumbler Ridge a joint federal/provincial grant of \$827,000 to support the District's fiscal impact by COVID-19. On February 1, 2021, Management reported to Council that \$370,218 of the grant funds were allotted to offset the 2020 operational revenue shortfalls and expenditure increases attributable to the Covid-19 pandemic. On April 19, 2021, Council approved that the remaining funds of \$456,782 be allotted to a Covid-19 Safe Restart Reserve to offset the revenue shortfalls or expenditures increases resulting from ongoing fiscal impact of Covid-19.

Safe Restart Grant received November 2020	\$	827,000
Eligible Costs Incurred:		
Revenue shortfalls		194,908
Computer and communications		2,064
Rental		4,868
Materials and supplies		46,909
Salaries and wages		121,469
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Balance, December 31, 2020	\$	456,782
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THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

17. SEGMENTED INFORMATION

Segmented information has been identified based upon lines of services provided by the District. District services are provided by departments and their activities are reported by functional area in the body of the consolidated financial statements. Certain line of services that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

a) General Government Services

The general government services department provides the functions of corporate administration, finance and legislative services and any other functions categorized as non-departmental in the District.

b) Protective Services

Protective services is comprised of emergency management, fire department, bylaw services, building inspection and regulatory services.

c) Environmental Health Services

Environmental health services is responsible for the operations of the transfer station, including the collection of waste and the disposal of waste in partnership with the Peace River Regional District.

d) Economic Development Services

Economic development services is responsible for the economic development activities to attract and grow business within the District, along with tourism and marketing initiatives.

e) Parks and Recreation

Parks and recreation is responsible for the construction and maintenance of the District's parks, playgrounds and green spaces. It provides funding for the operation of the arena, pool and curling complex.

f) Water Services

The water services installs and maintains water mains, pump stations and the water treatment plant. The treatment and distribution of water in the District through Public Works is included in this segment.

g) Sanitary Sewer Services

The sewer services installs and maintains sewer mains, lift stations and the sewage treatment facility. The collection and treatment of sewage in the District through Public Works is included in this segment.

The following statement provides additional information for the foregoing functions. The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 1.

THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

17. SEGMENTED INFORMATION (Continued)

	2020									Total
	General Government	Protective Services	Transportation Services	Parks and Recreation	Environmental Health Services	Economic Development Services	Water Services	Sanitary Sewer Services		
Revenue:										
Taxation	\$ 8,668,501	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,668,501
Grants in lieu	115,107	-	-	-	-	-	-	-	-	115,107
Government transfers	3,592,308	-	-	-	-	-	-	-	-	3,592,308
Return on investments	564,507	-	-	-	-	-	-	-	-	564,507
Licenses, fines, and rentals	388,674	-	-	-	-	-	-	-	-	388,674
Sale of services	229,232	-	-	353,360	-	-	-	-	-	582,592
Water and sewer	-	-	-	-	-	-	681,525	315,897	-	997,422
Gain on sale of tangible capital assets	7,373	-	-	-	-	-	-	-	-	7,373
Equity in earnings of Tumbler Ridge Community Forest Corp.	425,251	-	-	-	-	-	-	-	-	425,251
Total revenue	\$ 13,990,953	\$ -	\$ -	\$ 353,360	\$ -	\$ -	\$ 681,525	\$ 315,897	\$ -	\$ 15,341,735
Expenses:										
Amortization	\$ 210,683	\$ 155,513	\$ 1,252,204	\$ 1,059,183	\$ 95,077	\$ 87,443	\$ 218,834	\$ 162,603	\$ -	\$ 3,241,540
Garbage	-	-	774	-	279,691	-	-	-	-	280,465
Insurance	14,797	18,588	-	89,023	905	-	15,160	17,151	-	155,624
Interest	69,790	-	-	-	-	-	-	-	-	69,790
Legislature	117,964	-	-	-	-	-	-	-	-	117,964
Operating	1,574,146	168,261	737,639	955,704	3,816	99,189	208,810	72,306	-	3,819,871
Professional fees	102,145	-	-	-	-	-	-	-	-	102,145
Salaries, wages, and benefits	952,774	413,857	1,031,226	1,947,574	304,256	190,703	210,798	121,914	-	5,173,102
Total expenses	3,042,299	756,219	3,021,843	4,051,484	683,745	377,335	653,602	373,974	\$ -	12,960,501
Annual surplus (deficit)	\$ 10,948,654	\$ (756,219)	\$ (3,021,843)	\$ (3,698,124)	\$ (683,745)	\$ (377,335)	\$ 27,923	\$ (58,077)	\$ -	\$ 2,381,234

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THE DISTRICT OF TUMBLER RIDGE
Notes to Financial Statements
Year Ended December 31, 2020

Segmented information (continued)

	2019									Total
	General Government	Protective Services	Transportation Services	Parks and Recreation	Environmental Health Services	Economic Development Services	Water Services	Sanitary Sewer Services		
Revenue:										
Taxation	\$ 9,028,669	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,028,669
Grants in lieu	109,310	-	-	-	-	-	-	-	-	109,310
Government transfers	2,587,287	-	-	-	-	-	-	-	-	2,587,287
Return on investments	591,775	-	-	-	-	-	-	-	-	591,775
Licenses, fines, and rentals	219,997	-	-	-	-	-	-	-	-	219,997
Sale of services	333,350	-	-	519,316	-	-	-	-	-	852,666
Water and sewer	-	-	-	-	-	-	679,094	310,196	-	989,290
Gain on sale of tangible capital assets	5,958	-	-	-	-	-	-	-	-	5,958
Equity in earnings of Tumbler Ridge Community Forest Corp.	(600,034)	-	-	-	-	-	-	-	-	(600,034)
Total revenue	\$ 12,276,312	\$ -	\$ -	\$ 519,316	\$ -	\$ -	\$ 679,094	\$ 310,196	\$ -	\$ 13,784,918
Expenses:										
Amortization	\$ 3,186,321	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,186,321
Garbage	-	-	505	-	214,707	-	-	-	-	215,212
Insurance	19,215	20,093	-	85,784	815	-	13,862	15,520	-	155,289
Interest	96,458	-	-	-	-	-	-	-	-	96,458
Legislature	130,626	-	-	-	-	-	-	-	-	130,626
Operating	1,647,500	180,447	719,260	1,204,874	-	286,567	221,243	350,183	-	4,610,074
Professional fees	198,114	-	-	-	-	-	-	-	-	198,114
Salaries, wages, and benefits	1,122,123	374,541	922,957	2,036,705	292,342	187,593	194,531	118,194	-	5,248,986
Total expenses	6,400,357	575,081	1,642,722	3,327,363	507,864	474,160	429,636	483,897	\$ -	13,841,080
Annual surplus (deficit)	\$ 5,875,955	\$ (575,081)	\$ (1,642,722)	\$ (2,808,047)	\$ (507,864)	\$ (474,160)	\$ 249,458	\$ (173,701)	\$ -	\$ (56,162)