



2015

STATEMENT OF FINANCIAL  
INFORMATION



## Statement of Financial Information

FOR THE YEAR ENDED DECEMBER 31, 2015  
(FINANCIAL INFORMATION ACT)

CITY OF COLWOOD | [www.colwood.ca](http://www.colwood.ca)

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**City of Colwood**  
**2015 Statement of Financial Information**  
**Table of Contents**

<b>Description</b>	<b>Section</b>
Statement of Financial Information Approval	1
Management Report	2
Consolidated Financial Statements	3
Schedule of Debts	4
Schedule of Guarantee and Indemnity Agreements	5
Schedule of Council Remuneration and Expenses	6
Schedule of Employee Remuneration and Expenses	7
Schedule of Severance Agreements	8
Schedule of Payments to Suppliers of Goods and Services	9
Schedule of Grants	10

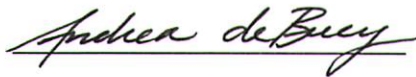
Section 1

City of Colwood

Statement of Financial Information Approval

Approved by Council for the City of Colwood at the regular meeting of June 27, 2016.

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



Andrea deBucy, CPA, CGA  
A/Director of Finance  
June 28, 2016



Carol Hamilton  
Mayor  
June 28, 2016

## Section 2

### City of Colwood Management Report

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles as prescribed by the Public Sector Accounting Board (“PSAB”) of the Canadian Institute of Chartered Accountants. The integrity and objectivity of these statements are management’s responsibility. Management is also responsible for all statements and schedules and for ensuring that this information is consistent with the information contained in the audited financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Mayor and Council are responsible for ensuring that management fulfils its responsibilities for financial reporting and internal controls. Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The external auditors, MNP LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination includes a review and evaluation of the City’s systems of internal controls and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. Their examination does not relate to the other schedules and statements required by the Financial Information Act.

On behalf of The City of Colwood,



Andrea deBucy, CPA, CGA  
A/Director of Finance  
June 28, 2016

**Section 3**

**Financial Statements  
For the year ended December 31, 2015**

This information is duplicated elsewhere and has not been included in this report.

## **Section 4**

### **Schedule of Debts For the year ended December 31, 2015**

#### **Long Term Debt**

Information on the long term debt of the City of Colwood is shown in Note 7 of the 2015 consolidated financial statements.

#### **Debt covered by sinking funds or reserves**

As shown in Note 7 of the 2015 consolidated financial statements, long term debt of \$8,307,221 has been borrowed through the Municipal Finance Authority. The debentures are issued on a sinking fund basis.

**Section 5**

**Schedule of Guarantee and Indemnity Agreements  
For the year ended December 31, 2015**

The City of Colwood has not given any guarantees or indemnities under the Guarantees and Indemnities regulation.



**Section 6**

**Schedule of Council Remuneration and Expenses  
For the year ended December 31, 2015**

<b>ELECTED OFFICIAL</b>	<b>REMUNERATION AND ALLOWANCE FOR INCIDENTAL EXPENSES</b>	<b>EXPENSES INCURRED FOR MEETINGS, COURSES AND CONVENTIONS</b>
CHONG, LILJA	12,804.25	3,279.06
CULLINGTON, JUDITH	852.90	-
DAY, CYNTHIA	13,628.51	3,510.70
HAMILTON, CAROL	27,257.19	2,271.85
LOGAN, GORDIE	13,628.51	3,299.08
LUKENS, SHARI	852.90	-
MARTIN, ROBERT	13,628.51	3,280.54
NAULT, JASON	12,804.25	3,059.56
SULLIVAN, TERESA	852.90	-
TRACE, TERRY	12,804.25	1,552.37
<b>TOTAL</b>	<b>109,114.17</b>	<b>20,253.17</b>

## Section 7

# Schedule of Employee Remuneration and Expenses

## For the year ended December 31, 2015

EMPLOYEE NAME	POSITION	REMUNERATION*			EXPENSES **
		Gross Earnings	Taxable Benefits	Total	
ABRAHAMSON, S	FIREFIGHTER	86,354.79	2,134.18	88,488.97	688.59
ANGELIUS, B	PW CHARGEHAND	78,556.50	273.12	78,829.62	2,358.61
ATKINSON, K	SR BYLAW OFFICER	77,187.82	1,694.08	78,881.90	1,230.80
BAXTER, M	CITY ENGINEER	137,666.50	2,958.48	140,624.98	415.25
BEAUVILLIER, G	PARKS FOREMAN	79,823.55	1,567.18	81,390.73	1,290.61
BOURHILL, I	DIRECTOR OF PLANNING	118,028.18	1,392.48	119,420.66	3,680.73
BOYLE, R	CHIEF ENGINEERING TECH	94,902.32	1,639.18	96,541.50	-
BROOKS, N	ADMINISTRATIVE SUPPORT COORDINATOR	77,355.74	1,372.12	78,727.86	2,591.84
CASSIDY, J	ASS. FIRE CHIEF	112,781.19	3,030.44	115,811.63	1,649.56
CHOW, G	ASS. FIRE CHIEF	110,677.20	3,021.60	113,698.80	100.00
CLARK, K	PLANNER	83,429.22	953.38	84,382.60	2,910.78
COLLIER, S	RCMP WATCH CLERK	73,619.64	1,534.90	75,154.54	-
DEBUCY, A	A/ DIRECTOR OF FINANCE	157,405.88	8,415.00	165,820.88	13,420.71
ERWIN, B	LIEUTENANT FIRE FIGHTER	96,608.29	2,266.86	98,875.15	6,953.66
GALE, F	FIRE FIGHTER MECHANIC	115,296.28	2,273.72	117,570.00	1,442.68
HALL, K	SENIOR ACCOUNTANT	74,253.07	977.98	75,231.05	5,453.08
HEPTING, J	DEPUTY DIRECTOR OF FINANCE	98,538.93	1,061.68	99,600.61	901.25
LOCKHART, H	CIVIC ENGINEER	83,288.77	1,724.26	85,013.03	380.00
MCCUSKER, E	DEPUTY DIRECTOR OF ENGINEERING	113,409.34	2,178.66	115,588.00	245.00
MOLLER, J	CAO	83,430.10	385.56	83,815.66	1,057.00
MYLES, R	PUBLIC WORKS SUPERINTENDANT	113,697.04	1,842.46	115,539.50	1,686.23
NASON, G	A/ CAO	130,300.00	-	130,300.00	2,493.81
NORTH, R	BUILDING INSPECTOR III	80,431.82	363.10	80,794.92	2,254.82
PIKULA, F	CHIEF BUILDING INSPECTOR	106,432.69	-	106,432.69	2,165.33
RUSSELL, S	COMMUNICATIONS MANAGER	101,891.45	1,940.69	103,832.14	3,221.45
SKILLINGS, M	FLEET SUPERVISOR	96,435.20	1,613.98	98,049.18	1,300.01
SMITH, K	FIRE CHIEF	133,371.39	2,958.48	136,329.87	5,452.60
SOPHONOW, R	PW CHARGEHAND	78,409.81	964.20	79,374.01	-
TWIDALE, C	LIEUTENANT FIRE FIGHTER	98,456.59	2,244.46	100,701.05	1,905.57
VANBUSKIRK, P	DIRECTOR OF CORPORATE SERVICES	131,687.41	3,182.48	134,869.89	1,488.80
VANDERKAMP, I	DEPUTY DIRECTOR OF PLANNING	86,303.17	1,745.50	88,048.67	3,803.71
<b>TOTAL \$75,000 OR MORE</b>				<b>3,167,740.09</b>	<b>72,542.46</b>
<b>TOTAL UNDER \$75,000</b>				<b>3,056,671.34</b>	<b>40,351.22</b>
<b>GRAND TOTAL</b>				<b>6,224,411.43</b>	<b>112,893.68</b>

\* Remuneration (a) includes any form of salary, wages, bonuses, gratuities, taxable benefits, payment into trust or any form of income deferral paid by the corporation to the employee or on behalf of the employee during the fiscal year being reported upon, whether or not such remuneration is reported under the Income Tax Act (Canada) and (b) does not include anything payable under a severance agreement. Non-taxable amounts such as the Employer's contributions to Municipal Superannuation are not included in employee remuneration.

\*\* Expenses are defined as travel expenses, memberships, tuition, relocation, vehicle expenses, extraordinary hiring expenses, registration fees and similar amounts paid directly to an employee or to a third party on behalf of the employee, which has not been included in 'remuneration.'

## **Section 8**

### **Schedule of Severance Agreements For the year ended December 31, 2015**

There was one severance agreement commenced and completed in 2015, between the City of Colwood and its non-unionized employees during the fiscal year ended December 31, 2015.

This severance agreement represented four months of compensation, and was based on a combined value of salary and health care benefits.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6 (7).

## Section 9

### Schedule of Payments to Suppliers of Goods and Services For the year ended December 31, 2015

SUPPLIER NAME	2015 Amount Paid
AON REED STENHOUSE INC	124,917.00
AQUA-TEX	37,722.48
ASSOCIATED FIRE SAFETY	42,990.19
BC HYDRO & POWER AUTHORITY	235,749.39
CAPITAL CITY PAVING	67,515.14
CAPITAL REGIONAL DISTRICT ANIMAL CONTROL DIVISION	65,625.00
CHEVRON CANADA LIMITED	96,596.44
CITY GREEN SOLUTIONS SOCIETY	58,861.32
CITY OF LANGFORD	215,631.66
COLWOOD VOLUNTEER FIREFIGHTERS ASSOCIATION	34,250.00
CO-OPERATORS	32,672.01
CREST (EMERGENCY SERVICES)	51,968.81
DIAMOND SOFTWARE INC.	25,922.75
DISTRICT OF SAANICH (FIRE DISPATCH; REGIONAL CRIME UNIT)	98,723.64
DL'S BINS LTD	39,048.15
DOWN TO EARTH GARDENS INC.	27,814.36
E.H. EMERY ELECTRIC LTD	82,452.95
EVERGREEN INDUSTRIES DBA ALPINE GROUP	26,064.64
FREUNDLICH, CLIVE CGA	28,140.29
GOLDER ASSOCIATES LTD	62,961.36
GREATER VICTORIA LABOUR RELATIONS ASSOCIATION	142,038.39
GREATER VICTORIA PUBLIC LIBRARY	778,243.00
GREGG DISTRIBUTORS CO. LTD.	29,065.91
HORIZON TECHNOLOGIES INC	38,405.46
I COMPASS TECHNOLOGIES INC	27,721.77
ISLAND ASPHALT COMPANY	40,563.29
ISLAND KEY COMPUTER LTD	107,699.71
ISLAND ENERGY INC	28,629.72
JOHNSON CONTROLS	48,636.15
KRISTENSEN, PER	32,688.12
MINISTER FINANCE (MSP COVERAGE)	94,744.78

<b>SUPPLIER NAME</b>	<b>2015 Amount Paid</b>
OLYMPIC VIEW GOLF CLUB	29,009.54
PACIFIC BLUE CROSS	199,082.70
PACIFIC CENTRE FAMILY SERVICES ASSOCIATION	46,776.04
PACIFIC SOLAR SMART HOMES	25,676.25
PAYNE ENGINEERING GEOLOGY	69,946.82
PROFIRE EMERGENCY EQUIPMENT	35,962.19
P & R TRUCK CENTRE LTD	219,120.77
RAYLEC POWER LTD	56,388.40
RECEIVER GENERAL FOR CANADA (RCMP CONTRACT)	2,570,787.45
ROCKY MOUNTAIN PHOENIX	84,059.68
ROLLINS MACHINERY LIMITED	142,916.48
SCHO'S LINE PAINTING LTD	38,753.96
SIGNS OF THE TIMES	32,681.40
SOUTH ISLAND POWER SWEEPING	30,058.88
TOMAHAWK TREE SERVICE LTD.	25,095.00
TOWN OF VIEW ROYAL	32,039.16
WEST SHORE PARKS & REC SOCIETY	1,104,249.92
YOUNG,ANDERSON	178,390.27
<b>TOTAL \$25,000 OR MORE</b>	<b>7,745,058.79</b>
<b>TOTAL UNDER \$25,000</b>	<b>1,454,438.01</b>
<b>GRAND TOTAL</b>	<b>9,199,496.80</b>

## Section 10

### Schedule of Grants For the year ended December 31, 2015

<b>GRANT IN AID RECIPIENT</b>	<b>AMOUNT</b>
BIG BROTHERS BIG SISTERS OF VICTORIA	2,000.00
BIPOLAR DISORDER SOCIETY OF BC	500.00
COMMUNICA DIALOGUE & DISPUTE RESOLUTION SERVICES SOCIETY	2,000.00
CRISIS INTERVENTION AND PUBLIC INFORMATION SOCIETY GR VICTORIA	1,000.00
D.A.R.E. BC	500.00
FORT RODD HILL & FISGARD LIGHTHOUSE	1,500.00
GREATER VICTORIA BIKE TO WORK SOCIETY	1,500.00
GREATER VICTORIA VOLUNTEER SOCIETY	1,000.00
GREEN TEAMS OF CANADA (GREATER VICTORIA GREEN TEAM)	2,000.00
HABITAT ACQUISITION TRUST	2,750.00
INTERMUNICIPAL ADVISORY COMMITTEE	1,200.00
ROTARY CLUB OF COLWOOD	1,500.00
ROYAL CANADIAN LEGION (PRINCE EDWARD BRANCH #91)	2,000.00
SCHOOL DISTRICT #62	1,000.00
SOCIETY FOR ARTS ON THE SOUTH ISLAND	2,000.00
THE COLWOOD GARDEN SOCIETY	2,000.00
VANCOUVER ISLAND SOUTH FILM COMMISSION	500.00
WEST SHORE ARTS COUNCIL	3,000.00
YOUR LITERACY CONNECTION	300.00
<b>GRAND TOTAL</b>	<b>28,250.00</b>