



**COWICHAN VALLEY
REGIONAL DISTRICT**

**2017
STATEMENT OF
FINANCIAL INFORMATION**

Cowichan Valley Regional District

MANAGEMENT REPORT


The Financial Statements contained in this Statement of Financial Information under the Financial Information Act (the "Act") have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate with the information contained in the financial statements.

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

The Regional Board of Directors is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal controls and exercises this responsibility through the Regional Services Committee of the Board.

The external auditors, BDO Canada LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the Regional District's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Corporate Services Committee of the Board.

On Behalf of Cowichan Valley Regional District



Mark Kueber, CPA, CGA

General Manager, Corporate Services Department

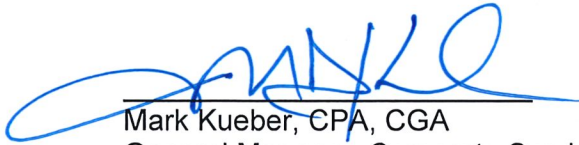
Cowichan Valley Regional District

May 9, 2018

Cowichan Valley Regional District

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned represents the Board of Directors of the Cowichan Valley Regional District and approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



Mark Kueber, CPA, CGA
General Manager, Corporate Services Department
Cowichan Valley Regional District

June 6, 2018
Date



COWICHAN VALLEY REGIONAL DISTRICT

Resolution dated: May 9, 2018

That the BDO Canada LLP's Audit Results and Communication report be received and that the 2017 Financial Statements be approved.

I, Joe Barry, Corporate Secretary of the Cowichan Valley Regional District do hereby certify the above to be a true and correct copy of an excerpt of the minutes of the Regular meeting of the Board of Directors of the Cowichan Valley Regional District held on Wednesday, May 9, 2018 applicable to Resolution No. 18-252.

May 10, 2018

Date



Joe Barry
Corporate Secretary

Cowichan Valley Regional District

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

The Cowichan Valley Regional District has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

Cowichan Valley Regional District
STATEMENT OF SEVERANCE AGREEMENT

There were no severance agreements under which payment commenced between the Cowichan Valley Regional District and its non-unionized employees during fiscal year 2017.

“Compensation” is defined as salary plus benefits.

**COWICHAN VALLEY REGIONAL DISTRICT
DIRECTOR REMUNERATION AND EXPENSES
YEAR ENDED DECEMBER 31, 2017**

Director	Position	Remuneration Note 1	Expenses Note 2
Davis, K.	Director - Area A	\$ 32,118.45	\$ 12,110.55
Acton, S.	Director - Area B*	20,986.85	3,830.00
Furstenau, S.	Director - Area B**	11,021.17	864.81
Clement, M.	Director - Area C	29,521.30	2,396.51
Iannidinardo, L.	Director - Area D	29,498.82	3,844.61
Nicholson, A.	Director - Area E	29,498.82	3,888.94
Morrison, I.	Director - Area F	37,357.71	13,385.90
Dorey, M.	Director - Area G	29,498.82	8,523.60
Marcotte, M.	Director - Area H	29,498.82	9,054.58
Kuhn, K.	Director - Area I	29,498.82	11,118.77
Jackson, S.	Director - Duncan	16,874.00	-
Stone, A.	Director - Ladysmith	16,874.00	-
Day, B.	Director - Lake Cowichan	16,874.00	1,568.11
Lefebure, J.	Chair - Director - North Cowichan	42,631.42	2,472.13
Marsh, K.	Director - North Cowichan	16,874.00	240.84
Walker, T.	Director - North Cowichan	20,075.77	54.23
Salmon, B.	Alternate - Area A	1,630.98	-
Procter, D.	Alternate - Area B	125.46	-
Morris, C.	Alternate - Area C	2,509.20	-
Bomford, A.	Alternate - Area D	1,630.98	168.48
Stead, H.	Alternate - Area E	-	-
Darling, D.	Alternate - Area F	-	-
Jonas, S.	Alternate - Area G	1,254.60	-
Daniels, K.	Alternate - Area H	250.92	-
Tatham, J.	Alternate - Area I	627.30	165.24
Kent, P.	Alternate - Duncan	752.76	-
Friesenhan, J.	Alternate - Ladysmith	250.92	-
McGonigle, T.	Alternate - Lake Cowichan	-	-
Douglas, R.	Alternate - North Cowichan	-	-
Siebring, A	Alternate - North Cowichan	752.76	-
		\$ 418,488.65	\$ 73,687.30

Note 1

Remuneration reflects gross salary and applicable benefits. One third of the salary is a tax free expense allowance.

Note 2

Expenses include travel, conference, and mileage expenses.

* Interim Director May 2017/Elected Director September 2017

** Director term ended May 2017

**COWICHAN VALLEY REGIONAL DISTRICT
EMPLOYEE REMUNERATION AND EXPENSES
YEAR ENDED DECEMBER 31, 2017
EARNINGS GREATER THAN \$75,000**

Employee	Position	Remuneration Note 1	Expenses Note 2
Adair, J.	Solid Waste Operations Superintendent	\$ 102,121.64	\$ 6,059.31
Aikenhead, A.	Human Resources Advisor	75,244.06	3,191.25
Anderson, G.	Building/Plumbing Inspector/Bylaw Enforcement Officer	75,668.96	2,837.15
Annis, E.	Transit Analyst	79,872.59	490.49
Askham, T.	Manager, Island Savings Centre (ISC)	109,185.82	1,807.22
Barry, J.	Corporate Secretary Legislative Services	122,720.59	638.26
Blackmore, R.	Manager, Building Inspection & Bylaw Enforcement	95,694.51	1,518.03
Blackwell, R.	General Manager, Land Use Services	156,063.52	5,881.99
Blatchford, L.	Manager, Cowichan Lake Recreation	119,760.24	3,567.78
Bowen, T.	Accounting Supervisor	79,016.00	4,598.11
Boyles, S.	South Cowichan Administration & Facility Booking Coordinator	88,849.55	1,937.49
Boyles, T.	Utilities Operator II	82,623.37	99.21
Carruthers, B.	Chief Administrative Officer	197,045.57	13,581.75
Coleman, B.	North/Central Cowichan Facility Coordinator	101,790.33	969.24
Conway, R.	Manager, Development Services	131,572.50	1,916.19
Cowan, C.	Manager, Public Safety	107,376.53	5,703.03
Daugenet, L.	Engineering Technologist III	77,048.17	1,553.04
De Jong, J.	Fire Rescue Services Coordinator	82,731.16	6,418.19
Dennison, B.	Manager, Water Management	127,342.67	1,146.85
Dhami, R.	Senior Utilities Operator	103,059.59	169.67
Dias, R.	Parks Superintendent	102,342.45	88.17
Elder, B.	Utilities Operator II	84,975.23	1,950.08
Elzinga, J.	General Manager, Community Services	159,312.81	4,624.05
Etherington, T.	Utilities Operations Superintendent	105,193.16	1,463.35
Farquhar, B.	Manager, Parks & Trails	122,687.51	2,159.26
Frost, R.	West Cowichan Facility Coordinator	101,858.70	1,957.96
Gidden, G	Parks & Trails Planner	76,870.06	824.00
Grant, R.	GIS Supervisor	83,253.34	3,612.15
Harrison, K.	Deputy Corporate Secretary Legislative Services	104,393.73	794.66
Hatami, H.	General Manager, Engineering Services	161,304.65	1,503.98
Heppner, S.	Manager, Information Technology	104,847.90	2,624.26
Horner, S.	Payroll Coordinator	86,476.44	2,528.37
Huffman, H	Senior Environmental Technologist	81,977.44	1,123.43
Hulti, M.	Human Resources Consultant	106,046.34	842.46
Knodel, N.	Senior Building/Plumbing Inspector/Bylaw Enforcement Officer	77,675.13	3,040.51
Knodel-Joy, L.	Senior Engineering Technologist	82,219.02	1,007.04
Kueber, M.	General Manager, Corporate Services	167,148.76	4,714.78
Lawrence, K.	Senior Environmental Analyst	83,797.29	1,159.80
Lesergent, T.	Operations Attendant Lead Hand	75,630.93	357.16
Liddle, A.	South Cowichan Facility Coordinator	101,456.38	212.17
Liddle, K.	Manager, South Cowichan Recreation	114,456.08	2,903.03
Litchfield, N.	Utilities Operator II	84,041.76	304.50
Lockrey, C.	Manager, Strategic Services	108,539.96	4,069.41
MacDonald, I.	Senior Building/Plumbing Inspector/Bylaw Enforcement Officer	98,611.82	1,084.65
Malones, M.	Utilities Operator II	85,476.12	645.74
Melmock, A.	Manager, Economic Development	98,762.46	3,622.57
Miller, C.	Manager, Environmental Services	113,910.53	3,943.95

**COWICHAN VALLEY REGIONAL DISTRICT
EMPLOYEE REMUNERATION AND EXPENSES
YEAR ENDED DECEMBER 31, 2017
EARNINGS GREATER THAN \$75,000**

Miller, M.	Parks Capital Projects Specialist	77,106.60	-
Mohan, B.	Manager, Human Resources	122,407.02	3,265.42
Moss, S.	Manager, Finance	124,496.08	3,833.05
Nelson, A.	Executive Assistant	75,514.86	1,578.38
Parker, D.	Engineering Technologist III	78,287.05	664.00
Peters, P.	Emergency Telecommunications Coordinator	87,508.32	11,602.55
Rigby, J.	Programs & Events Coordinator	92,294.53	1,424.65
Rondeau, R.	Planner II	79,056.17	2,822.71
Rose, A.	Utilities Operator II	83,477.21	157.08
Sanderson, S.	Emergency Program Coordinator	102,362.23	2,319.27
Schaefer, M.	Theatre Technical Director	91,059.55	1,222.73
Schrader, K.	Manager, Arts & Culture	114,146.52	5,529.38
Smith, C.	Utilities Operator II	82,382.30	1,495.76
Smith, L.	Assistant Manager, Finance	100,549.16	2,469.22
Soroka, T.	Parks & Trails Planner	77,786.04	2,901.59
Spalding, A.	ISC Administration & Facility Booking Coordinator	85,923.44	1,028.76
Suderman, B.	Planner III	89,580.66	3,090.20
Tippett, M.	Manager, Community & Regional Planning	134,338.78	1,313.57
Tokarek, A.	Asset Coordinator	88,569.45	6,841.18
Wakeham, J.	Manager, Facilities & Transit	120,818.65	6,089.45
Waraich, T.	Manager, Recycling & Waste Management	112,927.55	6,433.93
Wilson, B.	Parks Field Operations Supervisor	76,776.20	349.00
Total Employees over \$75,000		\$ 6,985,421.74	\$ 183,677.62
Total Employees under \$75,000		9,939,271.25	49,097.60
		\$ 16,924,692.99	\$ 232,775.22

Note 1

Remuneration includes the sum of gross salary plus the value of taxable benefits.

Note 2

Expenses includes costs such as mileage to meetings, conference, professional accreditation, and membership fees. These expenses "... are not limited to expenses that are generally perceived as prerequisites or bestowing personal benefit, and may include expenditures required for employees to perform their job functions".

**COWICHAN VALLEY REGIONAL DISTRICT
EMPLOYEE REMUNERATION AND EXPENSES
YEAR ENDED DECEMBER 31, 2017**

To Reconcile Total Wages to the Operating Statement

Total Remuneration - elected officials, and members of the Board of Directors	\$ 418,488.65
Total Remuneration - Other Employees	16,924,692.99
Subtotal	17,343,181.64
Reconciling Items:	
Non Taxable Benefits	3,991,415.36
Severance payments	-
Total per Note 10 of the Consolidated Financial Statements	21,334,597.00
Variance	(0.00)

**COWICHAN VALLEY REGIONAL DISTRICT
SUPPLIER PAYMENTS
YEAR ENDED DECEMBER 31, 2017
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
1051147 BC LTD	36,810.96
3L DEVELOPMENTS INC	35,046.00
ACME SUPPLIES LTD	100,798.49
AEDGE WATER TECHNOLOGIES	32,120.70
ALS CANADA LTD.	51,587.44
APEX LANDSCAPE & IRRIGATION	25,685.13
BC CONSERVATION FOUNDATION	28,820.10
BC HYDRO	1,088,761.04
BC TRANSIT	2,967,022.40
BDO CANADA LLP	30,602.25
BEECHWOOD TREE SERVICE	48,553.05
BLACK PRESS GROUP LTD	98,684.23
BRADLEY REFRIGERATION CONSULTANTS LIMITED	26,659.20
BROWNSEY ELECTRIC	28,377.78
BURR BETSY (ATM FLOAT)	26,120.00
CANADIAN CORPS OF COMMISSIONAIRES	114,812.69
CANADIAN LINEN SUPPLY	31,664.10
CANWEST PROPANE	56,912.92
CDW CANADA	81,572.43
CENTRAL LANDSCAPE SUPPLIES LTD	40,131.53
CIDA HOLDINGS LTD	77,188.35
CIMCO REFRIGERATION	68,170.93
CITY OF DUNCAN	202,820.24
CITY OF NANAIMO	584,542.59
COAST ENVIRONMENTAL LTD	713,341.91
COASTAL MOUNTAIN FUELS	84,528.66
COBBLE HILL LANDSCAPING LTD	29,405.25
COMPASS RESOURCE MANAGEMENT LTD	30,176.01
COPCAN	1,688,212.22
CORIX WATER PRODUCTS LP	308,830.83
COWICHAN ENGINEERING SERVICES	107,047.23
COWICHAN GREEN COMMUNITY	27,074.98
COWICHAN SYMPHONY SOCIETY	82,715.60
COWICHAN TRIBES	38,173.00
COWICHAN VALLEY HOSPICE SOCIETY	44,253.66
COWICHAN VALLEY SPORTS INC	43,832.00
COWICHAN WATERSHED SOCIETY	50,750.00
CUMMINS CANADA ULC	30,616.57
CUPE LOCAL 358	154,155.54
CUTTING EDGE ENTERPRISES LTD	549,100.51
D.L. BINS LTD	42,614.81
DAVID STALKER EXCAVATING LTD	220,598.78
DIALOG BC INC	74,634.00
DISTRICT MUNICIPALITY OF NORTH COWICHAN	499,585.11
DORMEL CONTAINERS	96,714.24
DUNCAN PRINTCRAFT	43,276.99
EASY LIVING LANDSCAPING (606550 BC LTD)	631,210.57
EB HORSMAN & SON	34,284.42
ECOPLAN INTERNATIONAL INC	39,139.12
ESRI CANADA LIMITED	63,910.00
FELDMAN AGENCY INC.	30,000.00
FINNING CANADA	31,356.99
FISHER ROAD RECYCLING	220,436.42
FOOTPRINTS SECURITY PATROL INC	26,815.27
FORT GARRY FIRE TRUCKS	276,774.40
FORTISBC - NATURAL GAS	80,893.76
FRASER VALLEY REFRIGERATION LTD	529,316.78
GEE DAN PRODUCTIONS	66,264.90
GFS BRITISH COLUMBIA	77,490.14
GOSS GILROY INC	25,987.50
GREAT WEST EQUIPMENT	68,773.47
GT EXCAVATING	27,007.68
HABITAT SYSTEMS INC	120,103.97
HEMMERA ENVIROCHEM INC	43,228.48
ICBC	100,412.00

**COWICHAN VALLEY REGIONAL DISTRICT
SUPPLIER PAYMENTS
YEAR ENDED DECEMBER 31, 2017
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
INNOVA STRATEGY GROUP	57,356.27
ISLAND CHEVROLET.BUICK.GMC	43,132.78
ISLAND FORD - DFS MOTORS LTD	29,732.64
ISLAND IRRIGATION & LANDSCAPING	46,609.65
JOHNSTON DAVIDSON ARCHITECTURE & PLANNING	45,545.74
KAL TIRE	27,125.33
KERR WOOD LEIDAL	347,916.03
LISE CINDY	91,530.13
LIVE NATION CANADA INC	50,567.42
LOWEN HYDROGEOLOGY CONSULTING	66,147.59
LTC VENTURES	25,593.86
MACDONALD & LAWRENCE TIMBER FRAMING LTD	45,896.75
MAC'S HEATING LTD	33,705.00
MADILL - THE OFFICE COMPANY	25,975.42
MADRONE ENVIRONMENTAL SERVICES LTD	34,306.69
MAGNUM DISPOSAL SERVICES (0860515 BC LTD)	27,548.14
MALAHAT FIRST NATION	73,750.00
MANULIFE FINANCIAL	1,282,879.02
MARPOLE TRANSPORT LTD	915,441.64
MAXXAM ANALYTICS	25,194.26
MCELHANNEY CONSULTING SERVICES LTD	75,955.07
MEDICAL SERVICES PLAN	286,696.00
MICROSOFT CORPORATION	57,191.83
MILL BAY COMMUNITY LEAGUE	25,016.06
MONK OFFICE SUPPLY LTD	48,202.33
MORRISON HERSHFIELD LIMITED	96,081.88
MUNICIPAL FINANCE AUTHORITY	14,014,311.64
MUNICIPAL INSURANCE ASSOCIATION OF BC	607,736.93
MUNICIPAL PENSION PLAN	2,715,122.60
NORTHWEST SAFEWORK SOLUTIONS INC.	42,578.62
P & R TRUCK CENTRE LTD	397,657.19
PACIFIC AUDIO WORKS	180,390.11
PARKLAND REFINING	64,123.69
PARTNERSHIP FOR WATER SUSTAINABILITY IN BC	122,207.31
PENINSULA CO-OP	64,825.24
PHYSICAL LITERACY FOR LIFE	25,000.00
PITNEY WORKS	33,990.00
PLACESPEAK INC.	27,994.40
PONTIOUS CONTRACTING LTD	63,735.89
PR BRIDGE SYSTEMS LTD	51,606.26
PRICE'S ALARMS SYSTEMS LTD	45,119.20
PRIME GOVERNMENT SOLUTIONS	29,150.00
PROLINE ELECTRICAL SYSTEMS LTD	120,593.74
RADIOWORKS	174,130.06
RC STRATEGIES INC	78,823.98
RECEIVER GENERAL	4,619,259.26
REGIONAL DISPOSAL COMPANY	1,556,980.37
ROCK.IT BOY ENTERTAINMENT	51,871.24
ROLLINS MACHINERY LIMITED	35,678.82
RONA INC	30,568.59
SAANICHTON DEVELOPMENT LTD	784,706.67
SANITHERM INC	83,415.36
SAVE-ON-SEPTIC SERVICES INC	207,616.29
SAYWELL CONTRACTING LTD.	61,314.52
SHANTERO PRODUCTIONS INC	40,947.89
SHAW CABLESYSTEMS G.P.	32,637.50
SOFTCHOICE LP	40,310.60
SOUTH COWICHAN ROTARY FOUNDATION	122,000.00
SPCA	98,608.68
STEWART MCDANNOLD STUART	117,522.40
STEWART MCDANNOLD STUART IN TRUST	858,040.24
STONE PACIFIC CONTRACTING LTD	463,681.87

**COWICHAN VALLEY REGIONAL DISTRICT
SUPPLIER PAYMENTS
YEAR ENDED DECEMBER 31, 2017
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
SUDDEN TECHNOLOGIES	25,588.45
SYSCO VICTORIA	29,724.43
TAIJI COMMUNICATIONS CORP	63,364.89
TELUS	124,754.86
TELUS MOBILITY	92,661.84
TELUS SERVICES INC	57,723.05
TETRA TECH EBA INC	61,828.70
TORAY MEMBRANE USA INC	135,513.00
TOURISM COWICHAN SOCIETY	234,924.50
TOWN OF LADYSMITH	69,382.21
TOWN OF LAKE COWICHAN	251,298.15
UNITED STEELWORKERS 1-1937	51,815.25
VANCOUVER ISLAND REGIONAL LIBRARY	1,781,820.00
WASTE CONNECTIONS OF CANADA INC.	40,011.30
WATERLINE RESOURCES INC	45,537.22
WESTERN TANK AND LINING LTD	70,140.00
WFR WHOLESALE FIRE & RESCUE LTD	39,886.92
WHEATON CHEVROLET BUICK CADILLAC GMC	45,242.40
WORKERS' COMPENSATION BOARD	406,073.56
YENDOR LOGGING	29,925.24
YOUNG ANDERSON (IN TRUST)	205,530.00
YOUNG ANDERSON BARRISTERS & SOLICITORS	125,626.91
Total paid to suppliers who received aggregate payments of greater than \$25,000	\$ 45,679,680.53
Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less	4,965,787.57
TOTAL PAID TO SUPPLIERS	\$ 50,645,468.10
Consolidated total of grants exceeding \$25,000	908,481.75
Consolidated total of contributions exceeding \$25,000	195,403.00
Consolidated total of all grants and contributions exceeding \$25,000	\$ 1,103,884.75
Total Grants, Contributions and Supplier Payments	\$ 51,749,352.85

The schedule of payments is a "cash basis" listing and therefore the total will differ significantly from the expenditures in the consolidated financial statements which are reported for the most part on an accrual basis resulting in timing differences. Furthermore, there are disbursements on this report which are not considered expenditures for financial statement purposes including payments made to other taxing authorities, employee payroll deductions and debt principal repayments.

**COWICHAN VALLEY REGIONAL DISTRICT
YEAR ENDED DECEMBER 31, 2017
PAYMENTS EXCEEDING \$25,000 FOR THE PURPOSES
OF GRANTS OR CONTRIBUTIONS**

Grants

BC ASSOICATION OF ABORIGINAL FRIENDSHIP CENTRE	25,000.00
CHESTERFIELD SPORTS SOCIETY	75,000.00
COWICHAN AQUATICS	132,700.00
COWICHAN LAKE COMMUNITY SERVICES	54,337.00
COWICHAN COMMUNITY POLICING ADVISORY SOCIETY	122,926.00
COWICHAN SPORTSPLEX	44,942.00
COWICHAN WOODEN BOAT SOCIETY	63,285.00
COWICHAN WOMEN AGAINST VIOLENCE SOCIETY	27,034.00
COWICHAN VALLEY HOSPICE SOCIETY	62,005.00
FRANK JAMESON COMMUNITY CENTRE	39,216.00
LADYSMITH RECREATION	89,052.00
O.U.R. ECOVILLAGE COOPERATIVE	25,000.00
SHAWNIGAN COBBLE HILL FARMERS INSTITUTE	28,847.75
SOCIAL PLANNING COWICHAN	60,000.00
SOUTH COWICHAN COMMUNITY POLICING ADVISORY SOCIETY	59,137.00
	<u>908,481.75</u>

Contributions

COWICHAN STATION AREA ASSOCIATION	26,000.00
KAAZTA HISTORICAL SOCIETY	29,454.00
SHAWNIGAN BASIN SOCIETY	49,020.00
VICTIM SERVICES	90,929.00
	<u>195,403.00</u>

Total Grants and Contributions	<u><u>\$ 1,103,884.75</u></u>
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