



**COWICHAN VALLEY  
REGIONAL DISTRICT**

**2016  
STATEMENT OF  
FINANCIAL INFORMATION**

## Cowichan Valley Regional District

### MANAGEMENT REPORT

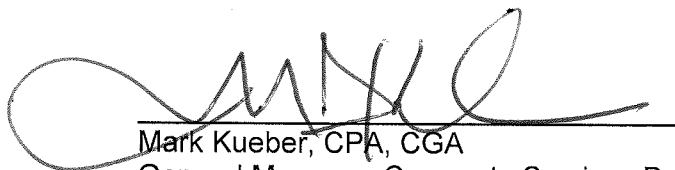
The Financial Statements contained in this Statement of Financial Information under the Financial Information Act (the "Act") have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management's responsibility. 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

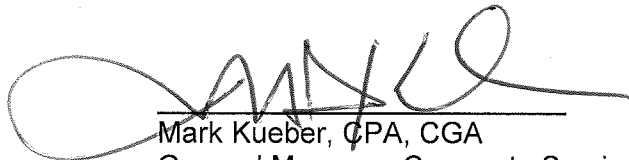


Mark Kueber, CPA, CGA  
General Manager, Corporate Services Department  
Cowichan Valley Regional District  
May 10, 2017

**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 2, 2017  
Date



## COWICHAN VALLEY REGIONAL DISTRICT

Resolution dated: May 10, 2017

**That the BDO Canada LLP's Audit Results and Communication report be received and that the 2016 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 Special meeting of the Board of Directors of the Cowichan Valley Regional District held on Wednesday, May 10, 2017 applicable to Resolution No. 17-197.

Date

MAY 30 2017

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 was one severance agreement under which payment commenced between the Cowichan Valley Regional District and its non-unionized employees during fiscal year 2016. This agreement represents 3.5 months of compensation.

“Compensation” is defined as salary plus benefits.

**COWICHAN VALLEY REGIONAL DISTRICT  
DIRECTOR REMUNERATION AND EXPENSES  
YEAR ENDED DECEMBER 31, 2016**

Director	Position	Remuneration Note 1	Expenses Note 2
Davis, K.	Director - Area A	\$ 33,407.52	\$ 8,116.06
Furstenau, S.	Director - Area B	31,152.70	6,864.04
Clement, M.	Director - Area C	31,130.22	2,858.06
Iannidinardo, L.	Director - Area D	30,984.70	4,231.75
Nicholson, A.	Director - Area E	30,984.70	3,498.58
Morrison, I.	Director - Area F	38,287.07	10,310.99
Dorey, M.	Director - Area G	30,984.70	6,676.72
Marcotte, M.	Director - Area H	29,352.70	8,216.47
Kuhn, K.	Director - Area I	30,252.70	10,068.79
Jackson, S.	Director - Duncan*	1,221.94	-
Kent, P.	Director - Duncan**	15,816.91	372.12
Stone, A.	Director - Ladysmith	16,790.41	372.12
Day, B.	Director - Lake Cowichan	16,790.41	1,629.24
Lefebure, J.	Chair - Director - North Cowichan	42,611.35	3,916.80
Marsh, K.	Director - North Cowichan	16,790.41	1,286.25
Walker, T.	Director - North Cowichan	19,678.15	524.40
Salmon, B.	Alternate - Area A	124.22	-
Caesar, I.	Alternate - Area B	367.76	-
Acton, S.	Alternate - Area B	501.84	-
Bomford, A.	Alternate - Area D	878.22	-
Stead, H.	Alternate - Area E	124.22	-
Darling, D.	Alternate - Area F	248.44	-
Jonas, S.	Alternate - Area G	619.89	-
Daniels, K.	Alternate - Area H	416.53	-
Tatham, J.	Alternate - Area I	250.92	77.76
McGonigle, T.	Alternate - Lake Cowichan	864.64	129.60
Douglas, R.	Alternate - North Cowichan	613.75	-
Siebring, A	Alternate - North Cowichan	-	32.40
		<b>\$ 421,247.02</b>	<b>\$ 69,182.15</b>

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.

\* Director term started December 5, 2016

\*\* Director term ended December 5, 2016

**COWICHAN VALLEY REGIONAL DISTRICT  
EMPLOYEE REMUNERATION AND EXPENSES  
YEAR ENDED DECEMBER 31, 2016  
EARNINGS GREATER THAN \$75,000**

Employee	Position	Remuneration Note 1	Expenses Note 2
Adair, J.	Solid Waste Operations Superintendent	\$ 101,409.68	\$ 7,361.82
Askham, T.	Manager, Island Savings Centre (ISC)	102,658.27	56.39
Barry, J.	Corporate Secretary Legislative Services	119,816.82	1,876.06
Blackwell, R.	General Manager, Land Use Services	147,357.96	7,366.85
Blatchford, L.	Manager, Cowichan Lake Recreation	114,861.20	3,844.27
Bowen, T.	Accounting Supervisor	78,104.72	4,241.11
Boyles, S.	South Cowichan Administration & Facility Booking Coordinator	86,539.05	736.24
Boyles, T.	Utilities Operator II	79,912.69	2,051.42
Breckenridge, G.	Chief Building/Plumbing Inspector/Bylaw Enforcement Officer	85,926.59	2,840.85
Carruthers, B.	Chief Administrative Officer	189,975.81	5,703.85
Coleman, B.	North/Central Cowichan Facility Coordinator	101,105.52	955.60
Conway, R.	Manager, Development Services	126,223.78	3,125.21
Cowan, C.	Manager, Public Safety	102,589.16	5,855.56
Daugenet, L.	Engineering Technologist III	75,810.01	1,115.81
De Jong, J.	Fire Rescue Services Coordinator	78,968.71	5,817.23
Dennison, B.	Manager, Water Management	126,551.43	4,548.63
Dhami, R.	Senior Utilities Operator	97,419.34	2,137.03
Dias, R.	Parks Superintendent	101,902.23	914.08
Elder, B.	Utilities Operator II	79,248.69	835.92
Elzinga, J.	General Manager, Community Services	137,865.91	2,759.95
Etherington, T.	Utilities Operations Superintendent	107,013.29	1,927.50
Ewing, C.	Manager, Information Technology	118,256.56	24.50
Farquhar, B.	Manager, Parks & Trails	121,177.77	725.90
Frost, R.	West Cowichan Facility Coordinator	103,340.66	1,659.81
Grant, R.	GIS Supervisor	83,159.27	80.66
Harrison, K.	Deputy Corporate Secretary Legislative Services	101,751.56	700.23
Hatami, H.	General Manager, Engineering Services	157,735.53	1,082.37
Horner, S.	Payroll Coordinator	86,709.28	3,297.87
Huffman, H.	Senior Environmental Technologist	81,107.55	984.74
Hulti, M.	Human Resources Consultant	105,242.81	3,656.98
Jackson, J.	Project Engineer	101,361.30	450.00
Kauer, H.	Senior Planner	87,193.58	1,693.25
Knodel, N.	Senior Building/Plumbing Inspector/Bylaw Enforcement Officer	76,412.39	4,071.45
Knodel-Joy, L.	Senior Engineering Technologist	82,192.15	2,301.46
Kueber, M.	General Manager, Corporate Services	162,813.68	4,395.02
Lawrence, K.	Senior Environmental Analyst	83,133.06	46.75
Lesergent, T.	Operations Attendant Lead Hand	76,012.54	59.34
Lewis, J.	Utilities Operator II	82,971.20	472.63
Liddle, A.	South Cowichan Facility Coordinator	102,098.11	1,368.53
Liddle, K.	Manager, South Cowichan Recreation	112,579.55	992.79
Litchfield, N.	Utilities Operator II	85,760.39	3,263.41
Lockrey, C.	Manager, Strategic Services	100,184.69	15,641.68
MacDonald, I.	Senior Building/Plumbing Inspector/Bylaw Enforcement Officer	78,418.21	1,283.69
Malones, M.	Utilities Operator II	84,063.17	2,495.56
Miller, C.	Manager, Environmental Services	111,102.92	2,511.73



**COWICHAN VALLEY REGIONAL DISTRICT  
EMPLOYEE REMUNERATION AND EXPENSES  
YEAR ENDED DECEMBER 31, 2016  
EARNINGS GREATER THAN \$75,000**

Miller, M.	Parks Capital Projects Specialist	76,470.54	246.63
Mohan, B.	Manager, Human Resources	115,687.55	2,493.56
Moss, S.	Manager, Finance	125,026.54	4,485.05
Olive, N.	Manager, Capital Projects	90,219.90	444.80
Parker, D.	Engineering Technologist III	87,819.08	696.91
Peters, P.	Emergency Telecommunications Coordinator	84,707.18	9,806.09
Rigby, J.	Programs & Events Coordinator	92,437.27	179.46
Rondeau, R.	Planner II	77,595.04	667.38
Sanderson, S.	Emergency Program Coordinator	103,173.77	2,991.76
Schaefer, M.	Theatre Technical Director	90,811.88	116.38
Schrader, K.	Manager, Arts & Culture	109,845.60	7,101.64
Smith, C.	Utilities Operator II	87,009.06	318.48
Smith, L.	Assistant Manager, Finance	96,097.20	1,358.59
Soroka, T.	Parks & Trails Planner	79,033.17	2,737.00
Spalding, A.	ISC Administration & Facility Booking Coordinator	87,749.30	1,079.31
Tippett, M.	Manager, Community & Regional Planning	131,978.38	226.64
Tokarek, A.	Asset Coordinator	82,347.23	2,563.53
Wakeham, J.	Manager, Facilities & Transit	117,770.60	5,961.52
Waraich, T.	Manager, Recycling & Waste Management	115,903.53	3,014.60
Wilson, B.	Parks Field Operations Supervisor	76,709.77	1,843.83
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Total Employees over \$75,000		\$ 6,554,431.38	\$ 167,664.89
Total Employees under \$75,000		9,660,565.07	40,328.18
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		<b>\$ 16,214,996.45</b>	<b>\$ 207,993.07</b>

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, 2016**

**To Reconcile Total Wages to the Operating Statement**

Total Remuneration - elected officials, and members of the Board of Directors	\$ 421,247.02
Total Remuneration - Other Employees	16,214,996.45
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Subtotal	16,636,243.47
Reconciling Items:	
Non Taxable Benefits	3,455,346.01
Severance payments	40,404.52
Total per Note 10 of the Consolidated Financial Statements	20,131,994.00
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Variance	0.00

**COWICHAN VALLEY REGIONAL DISTRICT  
SUPPLIER PAYMENTS  
YEAR ENDED DECEMBER 31, 2016  
PAYMENTS GREATER THAN \$25,000**

Supplier	Total
ACME SUPPLIES LTD	95,561.35
ALS CANADA LTD.	56,236.27
ARCHIE JOHNSTONE PLUMBING & HEATING LTD	143,214.58
ASSOCIATED FIRE SAFETY EQUIPMENT	32,981.60
BC HYDRO	783,599.62
BC TRANSIT	2,430,971.25
BDO CANADA LLP	44,346.75
BEECHWOOD TREE SERVICE	47,111.94
BLACK PRESS GROUP LTD	131,637.41
BOW-MEL CHRYSLER LTD	137,484.02
BRITCO BOXX LP	25,795.07
CALVERLEY ELECTRIC	27,335.28
CAMACC SYSTEMS INC	25,319.64
CANADIAN LINEN SUPPLY	26,282.88
CANWEST PROPANE	43,403.31
CDW CANADA	42,800.85
CENTRAL LANDSCAPE SUPPLIES LTD	41,059.41
CIDA HOLDINGS LTD	449,295.36
CIMCO REFRIGERATION	25,219.15
CITY OF DUNCAN	493,576.23
CITY OF NANAIMO	439,225.52
CIVICPLUS	25,182.17
CLEARTECH INDUSTRIES INC	44,557.59
COAST ENVIRONMENTAL LTD	763,158.75
COASTAL MOUNTAIN FUELS	84,747.18
CORIX WATER PRODUCTS LP	279,618.48
COWICHAN ENERGY ALTERNATIVES SOCIETY	25,346.65
COWICHAN ENGINEERING SERVICES	114,048.88
COWICHAN SYMPHONY SOCIETY	62,478.28
COWICHAN TRIBES LANDS DEPARTMENT	36,419.00
COWICHAN VALLEY HOSPICE SOCIETY	40,459.42
COWICHAN VALLEY SPORTS INC	51,347.00
COWICHAN WATERSHED SOCIETY	65,000.00
CUPE LOCAL 358	140,301.80
CUTTING EDGE ENTERPRISES LTD	242,970.31
DAVID STALKER EXCAVATING LTD	322,394.41
DISTRICT OF NORTH COWICHAN	380,666.29
DODD'S LUMBER CO LTD	26,147.29
DUNCAN PAVING COMPANY	27,969.38
DUNCAN PRINTCRAFT	50,094.33
E. LEES & ASSOCIATES CONSULTING LTD.	26,802.05
EASY LIVING LANDSCAPING (606550 BC LTD)	582,672.03
EB HORSMAN & SON	69,375.05
ECKLUNDSON CONSTRUCTION LTD	177,393.24
ESRI CANADA LIMITED	73,116.40
FARMER CONSTRUCTION LTD	282,011.76
FISHER ROAD RECYCLING	201,171.37
FOOTPRINTS SECURITY PATROL INC	49,978.56
FORT GARRY FIRE TRUCKS	134,581.44
FORTISBC - NATURAL GAS	44,905.06
GEE DAN PRODUCTIONS	76,969.30
GFS BRITISH COLUMBIA	97,511.73
GRAPHIC OFFICE INTERIORS LTD	91,975.80
GT EXCAVATING	85,245.72
HENDERSON RECREATION EQUIPMENT LTD	34,660.38
HUB FIRE ENGINES & EQUIPMENT LTD	230,168.39
ICBC	94,695.00
INNOVA STRATEGY GROUP	31,938.59
ISLAND FARMHOUSE POULTRY LTD	62,701.00
ISLAND WATER HAULING INC	27,786.00
JAGUAR MUSIC GROUP	36,194.39
KENYON WILSON PROFESSIONAL LAND	61,175.09
KERR WOOD LEIDAL	104,787.25
LEON SIGNS LTD	46,601.36
LISE CINDY	89,344.95

**COWICHAN VALLEY REGIONAL DISTRICT  
SUPPLIER PAYMENTS  
YEAR ENDED DECEMBER 31, 2016  
PAYMENTS GREATER THAN \$25,000**

Supplier	Total
MACDONALD & LAWRENCE TIMBER FRAMING LTD	475,956.74
MADILL - THE OFFICE COMPANY	44,370.97
MAILHOT CATHY	27,169.75
MANULIFE FINANCIAL	1,197,568.83
MARPOLE TRANSPORT LTD	1,017,351.97
MATT T. EXCAVATING	52,468.25
MCELHANNEY CONSULTING SERVICES LTD	156,429.67
MCMURRAY LOUISE	38,461.44
MEDICAL SERVICES PLAN	278,044.90
MERCURY REFRIGERATION PRODUCTS & SERVICES LTD	42,821.03
MICROSOFT CORPORATION	53,067.66
MILESTONE EQUIPMENT CONTRACTING INC	132,731.11
MILL BAY COMMUNITY LEAGUE	38,304.77
MONK OFFICE SUPPLY LTD	52,560.15
MUNICIPAL FINANCE AUTHORITY	16,498,616.01
MUNICIPAL INSURANCE ASSOCIATION OF BC	596,611.29
MUNICIPAL PENSION PLAN	2,574,269.73
NORTHWEST HYDRAULIC CONSULTANTS	31,500.00
NORTHWEST SAFEWORK SOLUTIONS INC.	43,802.65
OK TIRE DUNCAN	48,932.87
OPUS INTERNATIONAL CONSULTANTS (CANADA)	63,504.66
P & R TRUCK CENTRE LTD	83,009.97
PACIFIC AUDIO WORKS	47,540.53
PARSONS INC.	216,960.91
PENINSULA CO-OP	99,611.44
PITNEY WORKS	49,330.00
PONTIOUS CONTRACTING LTD	40,794.38
PRICE'S ALARMS SYSTEMS LTD	28,840.95
PROGRESSIVE WASTE SOLUTIONS	33,228.83
PROLINE ELECTRICAL SYSTEMS LTD	105,319.21
RADIOWORKS	117,190.88
RECEIVER GENERAL	4,409,013.12
REGIONAL DISPOSAL COMPANY	1,753,556.70
RISK REDUCTION STRATEGIES	43,283.00
ROCKY MOUNTAIN PHOENIX	59,502.94
ROLLINS MACHINERY LIMITED	32,013.17
RONA INC	31,709.42
SAPPHIRE SOUND INC	44,282.56
SAVE-ON-SEPTIC SERVICES INC	204,643.97
SAYWELL CONTRACTING LTD.	322,425.06
SFE LTD	33,573.05
SHAW CABLESYSTEMS G.P.	26,172.28
SHEEN ARNOLD MCNEIL	26,899.46
SHIFT ENERGY GROUP INC	76,422.77
SOFTCHOICE LP	50,965.88
SPCA	96,796.74
STEWART MCDANNOLD STUART	153,259.43
STEWART MCDANNOLD STUART IN TRUST	810,118.83
STONE PACIFIC CONTRACTING LTD	2,786,513.91
SUPERIOR EXCAVATING LTD	38,208.68
TAIJI COMMUNICATIONS CORP	35,518.48
TARMAN ROOFING & SIDING	26,701.50
TECTONICA MANAGEMENT INC	53,791.52
TELUS	127,951.65
TELUS MOBILITY	82,105.97
TELUS SERVICES INC	60,868.98
THINK COMMUNICATONS INC.	42,988.96
TOURISM COWICHAN SOCIETY	81,622.50
TOWN OF LADYSMITH	52,609.71
TOWN OF LAKE COWICHAN	225,849.20
UNITED STEELWORKERS 1-1937	50,794.80
UNIVERSAL SHEET METAL LTD	157,751.68

**COWICHAN VALLEY REGIONAL DISTRICT  
SUPPLIER PAYMENTS  
YEAR ENDED DECEMBER 31, 2016  
PAYMENTS GREATER THAN \$25,000**

Supplier	Total
VADIM COMPUTER MANAGEMENT GROUP LTD	87,337.12
VANCOUVER ISLAND REGIONAL LIBRARY	1,692,096.00
VIRIDIAN ENERGY CO-OPERATIVE	74,106.68
WORDSWORTH & ASSOCIATES	37,595.53
WORKERS' COMPENSATION BOARD	292,640.77
YOUNG ANDERSON BARRISTERS & SOLICITORS	277,065.02
<b>Total paid to suppliers who received aggregate payments of greater than \$25,000</b>	<b>\$ 49,884,255.20</b>
<b>Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less</b>	<b>3,986,493.59</b>
<b>TOTAL PAID TO SUPPLIERS</b>	<b>\$ 53,870,748.79</b>
Consolidated total of grants exceeding \$25,000	804,641.21
Consolidated total of contributions exceeding \$25,000	223,640.00
<b>Consolidated total of all grants and contributions exceeding \$25,000</b>	<b>\$ 1,028,281.21</b>
<b>Total Grants, Contributions and Supplier Payments</b>	<b>\$ 54,899,030.00</b>

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, 2016  
PAYMENTS EXCEEDING \$25,000 FOR THE PURPOSES  
OF GRANTS OR CONTRIBUTIONS**

**Grants**

COWICHAN AQUATICS	130,843.00
COWICHAN LAKE COMMUNITY SERVICES	53,769.00
COWICHAN POLICING ADVISORY COMMISSION	123,324.00
COWICHAN SPORTSPLEX	43,309.00
COWICHAN WOMEN AGAINST VIOLENCE SOCIETY	64,902.75
COWICHAN VALLEY HOSPICE SOCIETY	50,000.00
FRANK JAMESON COMMUNITY CENTRE	39,198.00
LADYSMITH RECREATION	87,327.00
SHAWNIGAN COBBLE HILL FARMERS INSTITUTE	112,860.46
SOCIAL PLANNING COWICHAN	55,000.00
SOUTH COWICHAN COMMUNITY POLICING ADVISORY SOCIETY	44,108.00
	<u>804,641.21</u>

**Contributions**

COWICHAN STATION AREA ASSOCIATION	27,000.00
KAAZTA HISTORICAL SOCIETY	29,465.00
SHAWNIGAN BASIN SOCIETY	49,000.00
THETIS ISLAND RESIDENTS AND RATE PAYERS ASSOCIATION	27,290.00
VICTIM SERVICES	90,885.00
	<u>223,640.00</u>

**Total Grants and Contributions**

	<u>\$ 1,028,281.21</u>
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