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COWICHAN VALLEY REGIONAL DISTRICT

2012

STATEMENT OF FINANCIAL INFORMATION

Cowichan Valley Regional District

MANAGEMENT REPORT

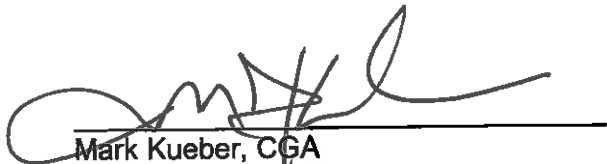
The Financial Statements contained in this Statement of Financial Information under the Financial Information Act (the "Act") have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management's responsibility.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

On Behalf of Cowichan Valley Regional District

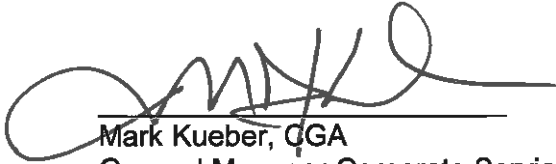


Mark Kueber, CGA
General Manager Corporate Services Department
Cowichan Valley Regional District
May 8th, 2013

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, CGA
General Manager Corporate Services Department
Cowichan Valley Regional District

May 8, 2013
Date



COWICHAN VALLEY REGIONAL DISTRICT

Resolution dated: May 8, 2013

13-217 **It was moved and seconded:**

- 1. That the Cowichan Valley Regional District's 2012 Financial Statements be approved.**

MOTION CARRIED

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 8, 2013, applicable to Resolution No. 13-217-1.

Corporate Secretary

Date

JUNE 5, 2013

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 2012.

“Compensation” is defined as salary plus the employer’s portion of Municipal Pension Plan contributions.

**COWICHAN VALLEY REGIONAL DISTRICT
DIRECTOR REMUNERATION AND EXPENSES
YEAR ENDED DECEMBER 31, 2012**

Director	Position	Remuneration Note 1	Expenses Note 2
Walker, M.	Director - Area A	\$ 23,732.54	\$ 3,024.22
Fraser, B.	Director - Area B	23,732.54	8,420.90
Giles, G.	Director - Area C	23,732.54	11,346.94
Iannidinardo, L.	Director - Area D	23,732.54	10,393.17
Duncan, L.	Director - Area E	30,408.27	9,863.31
Morrison, I.	Director - Area F	23,732.54	11,735.39
Dorey, M.	Director - Area G	23,732.54	8,867.98
Marcotte, M.	Director - Area H	23,732.54	6,371.39
Weaver, P.	Director - Area I	23,732.54	9,206.49
Kent, P.	Director - Duncan	15,819.96	-
Hutchins, R.	Chair - Director - Ladysmith	33,309.12	14,223.34
McGonigle, T.	Director - Lake Cowichan	15,819.96	904.18
Lefebure, J.	Director - North Cowichan	15,819.96	-
Hartmann, R.	Director - North Cowichan	15,819.96	-
Lines, B.	Director - North Cowichan	15,819.96	-
Musselwhite, K.	Alternate - Area B	117.62	951.00
Krug, J.	Alternate - Area C	352.86	-
Heinio, L.	Alternate - Area D	235.24	1,060.01
Lees, M.	Alternate - Area E	535.24	930.84
Williams, K.	Alternate - Area E	235.24	14.84
Darling, D.	Alternate - Area F	235.24	-
Nelles, H.	Alternate - Area G	235.24	26.50
Waters, R.	Alternate - Area H	470.48	-
Hodson, B.	Alternate - Area I	117.62	-
Duncan, T.	Alternate - Duncan	352.86	-
Day, Bob	Alternate - Lake Cowichan	352.86	-
Marsh, K.	Alternate - North Cowichan	117.62	-
Siebring, A	Alternate - North Cowichan	352.86	-
Woike, J.	Alternate - North Cowichan	232.37	-
		\$ 336,620.86	\$ 97,340.50

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.

**COWICHAN VALLEY REGIONAL DISTRICT
EMPLOYEE REMUNERATION AND EXPENSES
YEAR ENDED DECEMBER 31, 2012
EARNINGS GREATER THAN \$75,000**

Employee	Position	Remuneration Note 1	Expenses Note 2
Adair, J.	Superintendent, Solid Waste Operations	\$ 98,730.23	\$ 5,820.20
Anderson, T.	General Manager, Planning & Development	148,138.07	3,317.16
Austen, R.	General Manager, Parks, Rec & Culture	149,585.83	4,487.46
Barry, J.	Manager, Legislative Services	115,231.64	1,884.76
Blatchford, L.	Manager, Cowichan Lake Recreation	107,823.68	4,312.96
Boyles, S.	Admin & Facility Booking Co-ordinator	81,990.15	1,170.01
Carpenter, S.	Payroll Co-ordinator	76,564.29	1,713.30
Coleman, B.	North/Central Cowichan Facility Co-ordinator	94,879.96	277.33
Conway, R.	Manager, Development Services	118,403.92	2,193.98
Dennison, B.	General Manager, Engineering Services	147,113.66	1,374.26
Dias, R.	Parks Superintendent	95,386.92	885.82
Duncan, B.	Manager, Inspections & Enforcement	88,374.77	1,056.82
Ellis, J.	Manager, Corporate Planning	88,015.08	24.73
Elzinga, J.	Manager, Island Savings Centre	107,099.09	2,834.60
Etherington, T.	Utilities Operator	84,698.78	2,245.70
Ewing, C.	Manager, Information Technology	106,273.48	-
Farquhar, B.	Manager, Parks and Trails	115,407.22	392.41
Frost, R.	West Coast Facility Co-ordinator	90,396.40	1,822.55
Harrison, K.	Legislative Services Co-ordinator	91,272.25	1,071.91
Hulti, M.	Human Resources Consultant	96,066.76	2,922.64
Hurcombe, S.	Budget Co-ordinator	94,427.95	1,717.25
Jackson, J.	Project Engineer	94,327.94	1,746.01
Jones, W.	Chief Administrative Officer	198,976.81	8,201.46
Kjerulf, A.	Senior Planner	79,044.54	3,438.37
Kueber, M.	General Manager, Corporate Services	156,338.50	2,685.04
Lachman, K.	Business Development Officer	81,375.27	9,434.04
Leitch, D.	Manager, Water Management	112,056.54	1,069.94
Liddle, A.	South Cowichan Facility Co-ordinator	86,926.16	850.59
Liddle, K.	Manager, South Cowichan Recreation	102,308.67	1,683.42
McDonald, R.	Manager, Recycling & Waste Management	106,987.99	1,841.97
Millar, G.	Manager, Economic Development	109,248.25	11,276.65
Miller, C.	Manager, Regional Environmental Policy	107,948.68	6,056.31
Moss, S.	Manager, Finance	118,323.49	5,600.00
Olive, N.	Manager, Capital Projects	117,534.02	1,092.17
Parker, D.	Utilities Operator	87,400.54	1,700.35
Rigby, J.	Programs & Events Co-ordinator	82,016.27	525.34
Sanderson, S.	Acting General Manager - Public Safety	107,739.84	4,456.94
Schaefer, M.	Technical Director	85,185.85	275.35
Schrader, K.	Manager, Arts and Culture	102,021.37	2,581.55
Spalding, A.	Admin & Facility Booking Co-ordinator	81,914.77	1,130.44
Tippett, M.	Manager, Community & Regional Planning	126,834.73	3,446.63
Van Horne, J.	Manager, Human Resources	109,936.86	2,938.46
Wakeham, J.	Manager, Facility, Fleet and Transit	107,094.66	5,345.01
Total Employees over \$75,000		\$ 4,557,421.88	\$ 118,901.89
Total Employees under \$75,000		9,677,578.54	116,691.88
TOTAL EMPLOYEES		\$ 14,235,000.42	\$ 235,593.77

Note 1

Remuneration includes the sum of gross salary plus the value of benefits. During 2012 employees were paid retroactively for an increase attributable to 2011.

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, 2012**

To Reconcile Total Wages to the Operating Statement

Total Remuneration - elected officials, and members of the Board of Directors	\$ 336,620.86
Total Remuneration - Other Employees	14,235,000.42
Subtotal	<u>14,571,621.28</u>
Reconciling Items:	
Non Taxable Benefits	2,855,549.72
Severance payments	-
Total per Note 10 of the Consolidated Financial Statements	<u>17,427,171.00</u>
Variance	<u><u>-</u></u>

**COWICHAN VALLEY REGIONAL DISTRICT
SUPPLIER PAYMENTS
YEAR ENDED DECEMBER 31, 2012
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
A ROE & SON'S EXCAVATING	75,955.16
ACKLANDS - GRAINGER INC	70,789.58
ACME SUPPLIES LTD	44,437.34
ACOUSTICS WEST INSTALLATIONS LTD	90,853.28
ACTIVE EARTH ENGINEERING LTD	69,579.40
ACTIVE INDUSTRIAL WASTE MANAGEMENT LTD	231,763.98
ACTIVE NETWORK LTD THE	38,575.60
ACUMEN COMMUNICATIONS GROUP INC	43,087.24
ANDERSON CIVIL CONSULTANTS INC	81,931.87
APEX LANDSCAPE & IRRIGATION	57,389.01
AUTOMATIONDIRECT.COM	33,763.98
BC AQUIFER	25,637.44
BC HYDRO	860,344.10
BC TRANSIT	2,226,392.20
BDO CANADA LLP	83,704.15
BFI CANADA - PARKSVILLE	764,593.11
BLACK PRESS GROUP LTD	82,986.72
CANADIAN LINEN SUPPLY	40,395.48
CARVELLO LAW CORPORATION	29,057.05
CENTRAL LANDSCAPE SUPPLIES LTD	138,234.95
CHEVRON CANADA LIMITED	39,241.23
CIMCO REFRIGERATION	93,766.69
CITY OF DUNCAN	150,501.57
CITY OF NANAIMO	473,898.43
COAST CAPITAL INSURANCE SERVICES LTD	330,881.00
COAST ENVIRONMENTAL LTD	72,715.42
COLUMBIA FUELS	70,710.77
CORIX WATER PRODUCTS LP	192,084.68
CORNERSTONE PLUMBING & HEATING	38,723.31
COVAL SECURITY SERVICES LTD	34,736.64
COWICHAN GREEN COMMUNITY	35,561.07
COWICHAN SYMPHONY SOCIETY	63,775.07
COWICHAN VALLEY ELECTRIC LTD	25,570.83
COWICHAN VALLEY HOSPICE SOCIETY	32,235.72
COWICHAN VALLEY SCHOOL DISTRICT #79	47,305.85
COWICHAN VALLEY SPORTS INC	87,765.28
CUPE LOCAL 358	152,633.47
DELCAN CORPORATION	447,745.26
DISTRICT OF NORTH COWICHAN	365,234.09
DON JONES PRODUCTIONS INC	29,998.25
DOUBLE H DEVELOPMENT LTD.	28,526.52
DRAYCOR CONSTRUCTION LTD	453,446.67
DSS WELDING & FABRICATING LTD	42,155.61
DUNCAN PAVING COMPANY	26,916.26
EA ENERGIANALYSE A/S	29,720.49
EASY LIVING HOLDINGS LTD	458,961.01
EB HORSMAN & SON	102,775.20
ECOTAIRER SALES INC	31,724.00
ELLICE RECYCLE	33,862.65
ESRI CANADA LIMITED	43,950.68
FORT GARRY FIRE TRUCKS	224,711.70
FORTISBC ENERGY INC.	223,737.48
FRANZ ENVIRONMENTAL INC	61,444.55
G & P INDUSTRIAL LTD	439,964.85
GEE DAN PRODUCTIONS	45,173.42
GEO-TECH INDUSTRIES INC	54,841.06
GFS BRITISH COLUMBIA	43,777.67
GOLDER ASSOCIATES LTD	52,137.36
GRIFFITHS LTD	29,326.60
GT EXCAVATING	83,290.12

**COWICHAN VALLEY REGIONAL DISTRICT
SUPPLIER PAYMENTS
YEAR ENDED DECEMBER 31, 2012
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
HENDERSON RECREATION EQUIPMENT LTD	79,875.60
HEWITT CONSTRUCTION	35,772.80
ICBC	71,776.00
ICC GROUP	146,003.78
INTEGRAL CONSULTING SERVICES	49,820.18
ISLAND EXCAVATING LTD	956,872.62
ISLAND TRACTOR & SUPPLY LTD	44,313.88
ISLANDS AGRICULTURE SHOW	38,168.83
JERRY BERRY CONSULTANTS INC.	45,485.65
JOHEL BROS CONTRACTING LTD	178,220.96
JUDITH CULLINGTON & ASSOCIATES	28,498.40
KHOWUTZUN FOREST SERVICES	76,652.91
KIRKMAN BUS SALES	64,114.40
LATITUDE GEOGRAPHICS GROUP LTD.	32,278.40
LEON SIGNS LTD	25,216.99
LOWEN HYDROGEOLOGY CONSULTING	29,555.68
MACDONALD & LAWRENCE TIMBER FRAMING LTD	31,341.04
MADILL - THE OFFICE COMPANY	54,627.07
MAILHOT CATHY	45,487.69
MANULIFE FINANCIAL	919,221.06
MARPOLE TRANSPORT LTD	800,384.71
MB LABORATORIES LTD	66,492.88
MCELHANNEY CONSULTING SERVICES LTD	34,986.07
MCMURRAY LOUISE	28,629.47
MEDICAL SERVICES PLAN	220,043.00
METAFORE TECHNOLOGIES INC	28,770.47
MICKELSON CONSULTING INC	33,555.71
MICROSOFT LICENSING GP	59,151.73
MILL BAY COMMUNITY LEAGUE	35,887.66
MINISTER OF FINANCE	26,000.00
MINISTER OF FINANCE	34,832.00
MONK OFFICE SUPPLY LTD	44,780.46
MSR SOLUTIONS INC	64,719.36
MUNICIPAL FINANCE AUTHORITY	15,467,821.28
MUNICIPAL INSURANCE ASSOCIATION	190,059.49
MUNICIPAL PENSION PLAN	2,038,832.50
NORTHRIDGE EXCAVATING LTD	106,265.76
NORTHWEST HYDRAULIC CONSULTANTS	205,985.72
NUGGET GLASS	37,605.64
OK TIRE DUNCAN	26,605.02
PACIFIC AUDIO WORKS	159,121.40
PACIFIC INDUSTRIAL & MARINE LTD	46,426.03
PALLADIAN DEVELOPMENTS INC	63,352.68
PARK CITY ENGINEERING LTD	30,901.20
PAYNE ENGINEERING GEOLOGY LTD	35,889.00
PENINSULA CO-OP	95,480.44
PITNEY WORKS	30,156.13
PLANET CLEAN (DUNCAN)	94,483.73
PRICE'S ALARMS SYSTEMS LTD	70,249.29
PRICE'S SECURITY LOCKSMITHS	57,270.53
RADIOWORKS	69,147.88
RECEIVER GENERAL	3,970,499.47
REGIONAL DISPOSAL COMPANY	1,367,192.60
RICOH CANADA INC	53,771.50
ROCKY MOUNTAIN PHOENIX	34,179.12
RONA REVY INC	33,830.79
ROYAL ISLAND DEVELOPMENTS INC	54,200.40

**COWICHAN VALLEY REGIONAL DISTRICT
SUPPLIER PAYMENTS
YEAR ENDED DECEMBER 31, 2012
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
SALSNES NORTH AMERICA INC	123,403.84
SANITHERM INC	158,004.00
SAVE-ON-SEPTIC SERVICES INC	190,741.74
SCHNITZER STEEL PACIFIC RECYCLING	63,583.51
SIRE TECHNOLOGIES	72,107.73
SMITH-CAMERON PUMP SOLUTIONS	28,113.12
SOFTCHOICE CORPORATION	83,871.96
SPCA	86,808.00
STANTEC CONSULTING LTD	64,496.63
STEWART MCDANNOLD STUART IN TRUST	542,393.54
STEWART MCDANNOLD STUART	144,874.62
STONE PACIFIC CONTRACTING LTD	868,184.39
SUN COAST WASTE SERVICES	94,301.37
SUPER SAVE ENTERPRISES LTD	46,762.58
SUPERIOR EXCAVATING LTD	78,062.08
SYSCO VICTORIA	54,287.91
TAIJI COMMUNICATIONS CORP	25,631.20
TELUS	197,808.43
TELUS COMMUNICATIONS COMPANY	31,591.07
TELUS MOBILITY	78,208.75
TLC THE LAND CONSERVANCY OF BC	25,280.00
TOP QUALITY PAINTERS dba CERTAPRO PAINTERS	116,993.43
TOWN OF LADYSMITH	36,342.72
TOWN OF LAKE COWICHAN	169,906.04
UNITED STEELWORKERS 1-1937	34,571.43
UNIVERSITY OF VICTORIA	85,040.00
VALKYRIE LAW GROUP LLP	178,829.84
VANCOUVER ISLAND NEWSPAPER GROUP	64,106.10
VANCOUVER ISLAND HEALTH AUTHORITY	1,497,481.21
VANCOUVER ISLAND REGIONAL LIBRARY	2,365,272.00
VIS-A-VIS MANAGEMENT RESOURCES INC	65,079.37
WARMVALLEY CONTRACTING	79,077.36
WFR WHOLESALE FIRE & RESCUE LTD	25,428.26
WORKERS' COMPENSATION BOARD	196,247.85
YOUNG ANDERSON BARRISTERS & SOLICITORS	136,659.43
Total paid to suppliers who received aggregate payments of greater than \$25,000	\$ 47,265,416.74
Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less	4,165,178.54
TOTAL PAID TO SUPPLIERS	\$ 51,430,595.28
Consolidated total of grants exceeding \$25,000	646,492.28
Consolidated total of contributions exceeding \$25,000	284,960.98
Consolidated total of all grants and contributions exceeding \$25,000	\$ 931,453.26
Total Grants, Contributions and Supplier Payments	\$ 52,362,048.54

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, 2012
PAYMENTS EXCEEDING \$25,000 FOR THE PURPOSES
OF GRANTS OR CONTRIBUTIONS**

Grants

BC FOREST DISCOVERY CENTRE	\$	50,000.00
CHESTERFIELD SPORTS SOCIETY		100,000.00
COWICHAN LAKE COMMUNITY SERVICES		53,695.20
COWICHAN POLICING ADVISORY COMMISSION		98,593.00
COWICHAN WOMEN AGAINST VIOLENCE SOCIETY		27,046.19
FRANK JAMESON COMMUNITY CENTRE		89,237.00
LADYSMITH RECREATION		39,233.78
SOCIAL PLANNING COWICHAN		143,975.51
SOUTH COWICHAN COMMUNITY POLICING ADVISORY SOCIETY		44,711.60
		<u>646,492.28</u>

Contributions

COWICHAN STATION AREA ASSOCIATION		124,803.07
KAAZTA HISTORICAL SOCIETY		29,520.64
THETIS ISLAND RESIDENTS AND RATE PAYERS ASSOCIATION		39,632.18
VICTIM SERVICES		91,005.09
		<u>284,960.98</u>

Total Grants and Contributions

	\$	<u><u>931,453.26</u></u>
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