



**C·V·R·D**

**COWICHAN VALLEY REGIONAL DISTRICT**

**2011**

**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

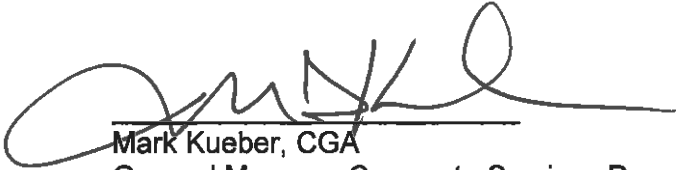
Mark Kueber, CGA  
General Manager Corporate Services Department  
Cowichan Valley Regional District  
May 9<sup>th</sup>, 2012

Prepared pursuant to Financial Information Regulation, Schedule 1, Section 9

**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 9, 2012  
Date

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(8)



## COWICHAN VALLEY REGIONAL DISTRICT

Resolution dated: May 9, 2012.

1. That the Cowichan Valley Regional District's 2011 Financial Statements be approved.

**MOTION CARRIED**

I, J.E. 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, 2012, applicable to Resolution No. 12-233.1.

  
\_\_\_\_\_  
J.E. Barry  
Corporate Secretary

  
\_\_\_\_\_  
Date

**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.

Prepared under the Financial Information Regulation, Schedule 1, section 5(3) and 5(4)

**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 2011.

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

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

**COWICHAN VALLEY REGIONAL DISTRICT  
DIRECTOR REMUNERATION AND EXPENSES  
YEAR ENDED DECEMBER 31, 2011**

<u>Director</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Harrison, B.	Director - Area A*	\$ 22,072.19	\$ 7,911.19
Walker, M.	Director - Area A	1,144.96	-
Cossey, K.	Director - Area B*	22,072.19	3,538.07
Fraser, B.	Director - Area B	1,144.96	203.84
Giles, G.	Chair - Director - Area C	31,780.16	13,137.00
Iannidinardo, L.	Director - Area D	23,153.52	9,181.26
Duncan, L.	Director - Area E	29,276.81	14,111.92
Morrison, I.	Director - Area F	23,153.52	13,436.16
Dorey, M.	Director - Area G	23,153.52	11,247.50
Marcotte, M.	Director - Area H	23,153.52	12,410.87
Kuhn, K.	Director - Area I*	22,072.19	15,390.64
Weaver, P.	Director - Area I	1,144.96	99.84
Kent, P.	Director - Duncan	15,434.12	248.76
Hutchins, R.	Director - Ladysmith	16,447.48	1,687.40
McGonigle, T.	Director - Lake Cowichan	15,434.12	592.80
Haywood, D.	Director - North Cowichan*	14,713.28	124.80
Seymour, G.	Director - North Cowichan*	14,713.28	-
Walker, T.	Director - North Cowichan*	14,713.28	-
Lefebure, J.	Director - North Cowichan	763.23	-
Hartmann, R.	Director - North Cowichan	1,336.98	-
Lines, B.	Director - North Cowichan	763.23	-
Burgess, R.	Alternate - Area A	803.25	-
Bhandar, B.	Alternate - Area B	918.00	74.36
Krug, J.	Alternate - Area C	229.50	-
Heinio, L.	Alternate - Area D	-	51.22
George, D.	Alternate - Area E	114.75	-
Dietrich, M.	Alternate - Area G	114.75	-
Winfrey, J.	Alternate - Duncan	114.75	-
Paterson, D.	Alternate - Town of Ladysmith	688.50	-
		<b>\$ 320,625.00</b>	<b>\$ 103,447.63</b>

\* Director term ended December 7, 2011

**COWICHAN VALLEY REGIONAL DISTRICT  
EMPLOYEE REMUNERATION AND EXPENSES  
YEAR ENDED DECEMBER 31, 2011  
EARNINGS GREATER THAN \$75,000**

<u>Employee</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Adair, J.	Superintendent, Solid Waste Operations	\$ 88,092.63	\$ 1,569.10
Anderson, T.	General Manager, Planning & Development	137,941.21	3,475.70
Austen, R.	General Manager, Parks, Rec & Culture	130,562.88	2,396.34
Barry, J.	Corporate Secretary	105,419.96	1,517.71
Blatchford, L.	Manager, Cowichan Lake Recreation	93,739.13	3,036.50
Coleman, B.	North/Central Cowichan Facility Co-ordinator	96,048.84	1,114.96
Conway, R.	Manager, Development Services	103,122.19	866.38
Dennison, B.	General Manager, Engineering Services	132,952.98	1,678.68
Dias, R.	Parks Operations Superintendent	83,215.74	797.47
Ellis, J.	Special Projects	96,793.55	784.08
Elzinga, J.	Manager, Island Savings Centre	97,663.62	1,419.26
Etherington, T.	Utilities Operator	79,685.18	1,441.46
Ewing, C.	Manager, Information Technology	93,963.13	-
Farquhar, B.	Manager, Parks and Trails	101,700.04	548.70
Frost, R.	West Coast Facility Co-ordinator	80,675.21	2,975.95
Harrison, K.	Legislative Services Co-ordinator	82,336.60	461.04
Hulti, M.	Human Resources Consultant	85,624.68	2,697.80
Hurcombe, S.	Budget Co-ordinator	86,616.45	1,156.29
Jackson, J.	Project Engineer	87,158.36	1,400.28
Jones, W.	Administrator	178,615.58	12,961.32
Kueber, M.	General Manager, Corporate Services	147,290.45	3,966.73
Leitch, D.	Manager, Water Management	106,200.34	4,748.74
Liddle, A.	South Cowichan Facility Co-ordinator	77,759.60	2,254.31
Liddle, K.	Manager, South Cowichan Recreation	93,324.51	2,966.65
McDonald, R.	Manager, Recycling & Waste Management	98,852.74	2,449.65
Millar, G.	Manager, Economic Development	97,000.02	12,011.79
Miller, C.	Manager, Regional Environmental Policy	90,503.09	7,733.50
Moss, S.	Manager, Finance	102,872.29	3,553.65
Olive, N.	Manager, Capital Projects	102,214.34	2,283.80
Parker, D.	Utilities Operator	83,279.46	4,616.73
Sanderson, S.	Acting General Manager - Public Safety	94,333.39	2,307.39
Schrader, K.	Arts and Culture Division Manager	89,979.26	4,673.54
Tippett, M.	Manager, Community & Regional Planning	113,361.20	1,159.01
Wakeham, J.	Manager, Facility, Fleet and Transit	99,291.92	6,225.15
Total Employees over \$75,000		\$ 3,438,190.57	\$ 101,680.56
Total Employees under \$75,000		9,939,064.34	132,158.61
<b>TOTAL OTHER EMPLOYEES</b>		<b>\$ 13,377,254.91</b>	<b>\$ 233,839.17</b>



**COWICHAN VALLEY REGIONAL DISTRICT  
EMPLOYEE REMUNERATION AND EXPENSES  
YEAR ENDED DECEMBER 31, 2011**

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

Total Remuneration - elected officials, and members of the Board of Directors	\$ 320,625.00
Total Remuneration - Other Employees	13,377,254.91
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Subtotal	13,697,879.91
Reconciling Items:	
Non Taxable Benefits	2,485,046.09
Severance payments	-
Total per Note 20 of the Consolidated Financial Statements	16,182,926.00
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Variance	0.00
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**COWICHAN VALLEY REGIONAL DISTRICT  
SUPPLIER PAYMENTS  
YEAR ENDED DECEMBER 31, 2011  
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
0762682 BC LTD	42,795.20
A ROE & SON'S EXCAVATING	97,162.84
ACME SUPPLIES LTD	39,141.19
ACTIVE EARTH ENGINEERING LTD	107,815.38
ACTIVE INDUSTRIAL WASTE MANAGEMENT LTD	237,262.57
ACUMEN COMMUNICATIONS GROUP INC	131,426.08
AEBIG METAL WORKS	63,279.45
ANDREW SHERET LIMITED	37,899.61
ANGLE 5 MEDIA PRODUCTIONS	30,000.00
APEX LANDSCAPE & IRRIGATION	31,935.56
ARCHIE JOHNSTONE PLUMBING & HEATING LTD	331,401.63
BC AQUIFER	41,849.84
BC HYDRO	913,386.21
BC TRANSIT	2,130,729.22
BFI CANADA - PARKSVILLE	754,968.46
BLACK PRESS GROUP LTD	110,359.19
BOULEVARD LIFESTYLES INC	49,924.00
BOULEVARD TRANSPORTATION GROUP	48,071.96
BRIARWOOD ESTATES LTD	107,686.59
BTR ENTERPRISES	37,923.18
C & M DEVELOPMENT INC	279,264.29
CANADIAN LINEN SUPPLY	47,594.14
CARVELLO LAW CORPORATION	29,590.06
CASCADIA SPORT SYSTEMS INC	114,961.90
CEI ARCHITECTURE PLANNING INTERIORS	47,360.21
CENTRAL GLASS (DUNCAN) LTD	103,941.64
CENTRAL LANDSCAPE SUPPLIES LTD	140,472.27
CHEVRON CANADA LIMITED	73,571.99
CHEW EXCAVATING LTD	80,970.10
CIMCO REFRIGERATION	145,709.08
CITY OF DUNCAN	159,450.83
CITY OF NANAIMO	413,025.36
COAST (VI) ENVIRONMENTAL LTD	54,636.58
COAST CAPITAL INSURANCE SERVICES LTD	353,127.00
COLUMBIA FUELS	76,914.04
COMMUNITY FUTURES COWICHAN	33,720.67
CORIX WATER PRODUCTS LP	310,584.36
COVAL SECURITY SERVICES LTD	33,558.64
COWICHAN SYMPHONY SOCIETY	71,922.75
COWICHAN VALLEY SPORTS INC	76,084.42
CUPE LOCAL 358	144,026.77
DEN MAR ELECTRIC LTD	199,237.88
DISTRICT OF NORTH COWICHAN	383,829.23
DUNCAN PAVING COMPANY	38,120.77
DYS ARCHITECTURE	50,690.55

**COWICHAN VALLEY REGIONAL DISTRICT  
SUPPLIER PAYMENTS  
YEAR ENDED DECEMBER 31, 2011  
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
EA ENERGIANALYSE A/S	188,510.71
EASY LIVING HOLDINGS LTD	467,807.44
EB HORSMAN & SON	120,384.14
EECOL ELECTRIC CORP	30,235.83
ELECTION SYSTEMS & SOFTWARE	31,574.65
ESC AUTOMATION	60,680.49
ESRI CANADA LIMITED	46,939.87
FORTISBC ENERGY INC.	228,501.65
FOURNIER EXCAVATING LTD	123,409.44
FRONTIER POWER PRODUCTS LTD	88,864.16
G & P INDUSTRIAL LTD	559,176.47
GENIVAR INC	55,968.23
GEO-TECH INDUSTRIES INC	35,970.52
GFS BRITISH COLUMBIA	48,926.29
GRAPHIC OFFICE INTERIORS LTD	68,376.69
HB LANARC CONSULTANTS LTD	41,680.71
HEROLD ENGINEERING LIMITED	51,368.63
HEWITT CONSTRUCTION	86,242.40
HUMPHREY BUILDINGS INC	97,698.14
ICBC	66,533.21
ICC GROUP	98,135.58
IMP GROUP	32,695.60
IMPERIAL WELDING LTD	51,994.98
ISLAND ARCHITECTURAL MILLWORK LTD	44,832.37
ISLAND EXCAVATING LTD	38,976.82
ISLAND TRACTOR & SUPPLY (1999) LTD	27,613.52
JOHEL BROS CONTRACTING LTD	767,635.67
KEN EVANS FORD SALES LTD	33,169.88
KERR WOOD LEIDAL	159,410.75
KIRKMAN BUS SALES	66,381.28
KNAPPETT PROJECTS INC	2,835,608.52
LEON SIGNS LTD	60,644.56
MACDONALD & LAWRENCE TIMBER FRAMING LTD	951,349.91
MADILL - THE OFFICE COMPANY	66,158.57
MADRONE ENVIRONMENTAL SERVICES LTD	43,917.91
MANULIFE FINANCIAL	857,968.67
MARPOLE TRANSPORT LTD	866,080.30
MB LABORATORIES LTD	56,104.54
MCELHANNEY CONSULTING SERVICES LTD	100,083.83
MCGREGOR & THOMPSON HARDWARE LTD	27,984.32
MEDICAL SERVICES PLAN	207,598.50
METAFORE TECHNOLOGIES INC	33,804.40
MICROSOFT LICENSING GP	38,348.52
MILL BAY COMMUNITY LEAGUE	34,736.36
MITCHELL PRESS	31,504.75
MNP	44,464.00
MONK OFFICE SUPPLY LTD	37,665.96
MUNICIPAL FINANCE AUTHORITY	16,563,742.79

**COWICHAN VALLEY REGIONAL DISTRICT  
SUPPLIER PAYMENTS  
YEAR ENDED DECEMBER 31, 2011  
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
MUNICIPAL INSURANCE ASSOCIATION	212,685.25
MUNICIPAL PENSION PLAN	1,722,180.15
OCCUMED CONSULTING INC	42,878.08
OHS GLOBAL RISK SOLUTIONS LTD	29,881.60
OSCO TANK & TRUCK SALES INC	101,132.82
P & R WESTERN STAR TRUCKS	193,255.34
PACIFIC AUDIO WORKS	74,314.74
PALLADIAN DEVELOPMENTS INC	558,702.35
PAQUIN ENTERTAINMENT	25,196.82
PARK CITY ENGINEERING LTD	33,388.29
PARTNERSHIP FOR WATER SUSTAINABILITY IN BC	39,540.00
PAYNE ENGINEERING GEOLOGY LTD	36,382.13
PEPSI BOTTLING GROUP (CANADA)	27,984.22
PERC	27,490.40
PLANET CLEAN (DUNCAN)	86,569.27
PRICE'S ALARMS SYSTEMS LTD	69,972.84
PRICE'S SECURITY LOCKSMITHS	29,892.16
PYE CONSTRUCTION LTD	34,153.98
RADA ENTERPRISES INC	38,075.74
RADIOWORKS	72,466.16
RECEIVER GENERAL	3,578,378.43
RECYCLE TECH CORP	29,856.50
REGIONAL DISPOSAL COMPANY	1,572,994.49
RELAMPING SERVICES CANADA LTD	44,202.29
REMCO SYSTEMS LTD	50,330.81
RICOH CANADA INC	27,296.80
ROCKY MOUNTAIN PHOENIX	416,720.43
RODON VENTURES	46,417.09
RONA REVY INC	62,457.79
SAVE-ON-SEPTIC SERVICES INC	180,830.40
SCHNITZER STEEL PACIFIC RECYCLING	65,745.40
SCHOOL DISTRICT #79	65,888.91
SCOTIABANK VISA BUSINESS CARD	403,028.76
SCS STEEL CONTAINER SYSTEMS INC	234,824.80
SHANAHAN'S LIMITED	57,041.22
SMITH-CAMERON PUMP SOLUTIONS	36,136.42
SOFTCHOICE CORPORATION	43,308.72
SOUTH COAST STANDING STEM LTD	117,014.80
SPCA	87,797.82
STANTEC CONSULTING LTD	31,951.67
STEWART MCDANNOLD STUART	137,837.87
STEWART MCDANNOLD STUART IN TRUST	1,676,254.99
STONE PACIFIC CONTRACTING LTD	332,356.04
STS PAINTWORKS	32,608.00
SUN COAST WASTE SERVICES	90,996.36
SUPER SAVE ENTERPRISES LTD	83,224.44
SUTTON GROUP-WEST COAST REALTY (IN TRUST)	95,000.00
SYSCO VICTORIA	73,747.19

**COWICHAN VALLEY REGIONAL DISTRICT  
SUPPLIER PAYMENTS  
YEAR ENDED DECEMBER 31, 2011  
PAYMENTS GREATER THAN \$25,000**

<u>Supplier</u>	<u>Total</u>
TAIJI COMMUNICATIONS CORP	111,556.76
TARA PRECISION (0503050 BC LTD)	144,829.56
TAZ EXCAVATING LTD	103,425.34
TELUS MOBILITY	76,896.74
THURBER ENGINEERING LTD	57,856.44
TLC THE LAND CONSERVANCY OF BC	28,360.00
TLD COMPUTERS INC	40,447.74
TOP QUALITY PAINTERS dba CERTAPRO PAINTERS	41,551.64
TOWN OF LADYSMITH	66,248.72
TOWN OF LAKE COWICHAN	160,022.54
TRANS PACIFIC GLASS	43,142.40
TRIMEN PACIFIC	49,464.80
UNITED STEELWORKERS 1-1937	32,788.49
UNIVERSITY OF VICTORIA	215,071.68
VALKYRIE LAW GROUP LLP	177,254.96
VAN ISLE WATER SERVICES LTD	70,715.37
VANCOUVER ISLAND PUBLISHING GROUP A/R	84,947.35
VANCOUVER ISLAND REGIONAL LIBRARY	1,300,376.00
VENTURE PACIFIC CONSTRUCTION MANAGEMENT	114,817.12
VIS-A-VIS MANAGEMENT RESOURCES INC	113,454.94
WARMSVALLEY CONTRACTING	215,919.52
WEST SHORE GYPSUM LTD	27,117.24
WORKERS' COMPENSATION BOARD	163,899.37
WORLEYPARSONS CANADA SERVICES LTD	35,649.98
YOUNG ANDERSON BARRISTERS & SOLICITORS	42,489.78
<b>Total paid to suppliers who received aggregate payments of greater than \$25,000</b>	<b>\$ 52,133,541.48</b>
<b>Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less</b>	<b>4,642,151.03</b>
<b>TOTAL PAID TO SUPPLIERS</b>	<b>\$ 56,775,692.51</b>
Consolidated total of grants exceeding \$25,000	459,499.42
Consolidated total of contributions exceeding \$25,000	158,480.80
<b>Consolidated total of all grants and contributions exceeding \$25,000</b>	<b>\$ 617,980.22</b>
<b>Total Grants, Contributions and Supplier Payments</b>	<b>\$ 57,393,672.73</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  
SUPPLIER PAYMENTS  
YEAR ENDED DECEMBER 31, 2011  
PAYMENTS EXCEEDING \$25,000 FOR THE PURPOSES  
OF GRANTS OR CONTRIBUTIONS**

**Grants**

CHESTERFIELD SPORTS SOCIETY	\$	100,000.00
COWICHAN LAKE COMMUNITY SERVICES		53,695.30
COWICHAN POLICING ADVISORY COMMISSION		98,502.45
COWICHAN WOMEN AGAINST VIOLENCE SOCIETY		31,882.40
FRANK JAMESON COMMUNITY CENTRE		39,216.00
LADYSMITH RECREATION		87,039.00
SOCIAL PLANNING COWICHAN		49,164.27
		<u>459,499.42</u>

**Contributions**

EVERGREEN INDEPENDENT SCHOOL		28,500.00
TOURISM VANCOUVER ISLAND/CO-OP		39,019.15
VICTIM SERVICES		90,961.65
		<u>158,480.80</u>

**Total Grants and Contributions**

	<u>\$</u>	<u>617,980.22</u>
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