

Date: June 7, 2016
To: Nikki Gilmore, Chief Administrative Officer
From: Lena Martin, Manager of Finance and Administrative Services
Subject: 2014 Statement of Financial Information

PURPOSE

To present the 2014 Statement of Financial Information to Council for approval.

BACKGROUND

The *Financial Information Act* (FIA) requires local governments to prepare a Statement of Financial Information (SOFI) to be filed with the Ministry of Community, Sport and Cultural Development by June 30 of the year following receipt of the audited Financial Statements. The 2014 SOFI has been prepared as prescribed by the Lieutenant Governor in Council and has been approved by the Manager of Finance as required by legislation.

The SOFI contains the following:

- Audited Annual Consolidated Financial Statements for the year 2014
- Schedules of Debts and Guarantee and Indemnity Agreements
- Schedule of Payment to Suppliers of Goods and Services – list of suppliers with payments over \$25,000.
- Schedule of Remuneration and Expenses – amounts paid to Council members and list of employees earning over \$75,000. Remuneration includes salary, overtime, and vacation payouts. Expenses include items such as training, tuition, conferences and travel and professional dues.

The SOFI has been prepared from the financial records of the Village in accordance with the FIA and regulations. The FIA regulations require the SOFI to be presented to Council for approval and be made available for examination by the public for three (3) years after the year reported on. Approval and filing of the 2014 SOFI will satisfy and complete our legislative obligations under the FIA and regulations.

DISCUSSION & COMMENTS

The report must be approved by Council before being filed with the Ministry of Community, Sport and Cultural Development. As such, the report is being presented for consideration by Council.

COMMUNICATIONS

As per the regulations set out in the Financial Information Act the Statement of Financial Information must be made available to the public for three (3) years after the year reported on.

As such, the SOFI will be posted on the Village website for viewing and upon request will be made available in hard copy as well.

LEGAL CONSIDERATIONS

The presentation and approval of the 2014 Statement of Financial Information (SOFI) meets with the Village's legislated obligation as set out in the *Financial Information Act* (FIA) and there is no requirement for legal review.

IMPACT ON BUDGET & STAFFING

There are no impacts to the budget or staff hours for considerations at this time, as the preparation of this report is a function of the Finance Department and was incorporated into the annual work plan.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Presentation of the 2014 Statement of Financial Information has no impact on the regional or neighbouring jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

POTENTIAL GOVERNANCE CONSIDERATIONS

Presentation of the 2014 Statement of Financial Information is a legal requirement under the Financial Information Act and meets with Strategic Priority No. Two: Good Governance in which the Village is committed to being open, honest and accountable and fiscally responsible.

RECOMMENDATIONS

THAT Council approve the 2014 Statement of Financial Information for filing with the Ministry of Community, Sport and Cultural Development under the *Financial Information Act*.

Attachments:

Appendix A: Village of Pemberton SOFI 2014 Report

MANAGER:

Lena Martin
Manager of Finance & Administrative Services

CHIEF ADMINISTRATIVE OFFICER REVIEW

Nikki Gilmore, Chief Administrative Officer



Statement of Financial Information – SOFI

Approved by Council

For the Fiscal Year Ended December 31, 2014

Pursuant to the *Financial Information Act*

TABLE OF CONTENTS

	Page #
1)	
a) Schedule of Guarantee and Indemnity Agreements	1
b) Schedule of Remuneration and Expenses	2
c) Statement of Severance Agreements	3
d) Schedule of Payments to Suppliers of Goods and Services	4
e) Statement of Financial Information Approval	5
2) Management Report	6
3) 2014 Audited Financial Statements	

Village of Pemberton

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

"This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation."

Prepared under the Financial Information Regulation, Schedule 1, subsection 5 (4)

**Schedule Showing the Remuneration
2014**

1 Elected Officials, Employees appointed by Cabinet and Members of the Board Of Directors

Name	Position	Remuneration	Expenses
Sturdy, Jordan	Mayor	\$3,275	\$337
Richman, Michael	Councillor/Mayor	9,047	1,268
Leblanc, Alan	Councillor	10,277	951
Craddock, Ted	Councillor	8,139	498
Helmer, Jennie	Councillor	463	0
Linklater, James	Councillor	8,645	0
Molinaro, Joanne	Councillor	463	0
Ross, Karen	Councillor	0	0
Total		\$40,309	\$3,055

2 Other Employees > 75,000

Name		Remuneration	Expenses
Miller, Lonny	Acting Mngr of Public Works	\$108,294	\$771
Gilmore, Nikki	Mngr of Finance/CAO	99,673	1,516
Fraser, Sheena	Mngr of Corporate Services	99,078	4,676
Sailland, Daniel	Chief Administrative Officer	84,504	1,604
Hansler, Ben	Compliance Officer	77,992	2,254
Lamont, Caroline	Mngr of Development Services	76,069	3,261
Kluftinger, Martin	Wastewater Tx Plant Operator	75,894	662
Total > 75,000		\$621,503	\$14,743
Consolidated Total of other Employees with remuneration and expenses of <75,000			
		\$947,205	\$21,327
Total Employees		\$1,568,708	\$36,070

3 Reconciliation

Total remuneration - elected officials	\$40,309
Total remuneration - other employees	1,568,708
Subtotal	\$1,609,017
Reconciling Items	377,241
Total per Segmented Information	1,986,258
Variance	\$0.00

Reconciling Items:

Item	Amount	Comments
Benefits	\$377,241	from annual payroll summary

Prepared under the Financial Information Regulation, Schedule 1, section 6 (2), (3), (4), (5) and (6).

Village of Pemberton

STATEMENT OF SEVERANCE AGREEMENTS

There were no severance agreements made between the Village of Pemberton and its non-unionized employees during the fiscal year 2013/2014.

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

2014 SCHEDULE SHOWING PAYMENT MADE FOR THE PROVISION OF GOODS OR SERVICES

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000

Supplier name	Aggregate amount paid to supplier
Andersen Pacific	\$56,111
BC Assessment Authority	39,638
BC Hydro	134,209
BFL Canada Insurance Services Inc.	63,870
Carney's Waste Systems	59,025
exp Services Inc	29,320
Guillevin International Co.	33,561
ISL Engineering & Land Services Ltd.	109,589
Lifestyle Equipment (2002) Ltd.	30,468
Logical Developments	26,426
Minister of Finance	872,862
Minister of Finance & Corporate Relations	26,102
Ministry of Finance	251,032
Municipal Finance Authority of BC	950,109
Municipal Pension Plan	170,609
Murdy & McAllister	56,131
Pacific Blue Cross	55,735
Pemberton Music Festival LP	107,585
Pemberton Valley Hardware & Bldg. Centre	48,766
Precision Service & Pumps Inc.	82,312
Receiver General	366,474
RND Auto Industrial Ltd.	25,434
Rutherford Creek Power Ltd	59,888
Sabre Excavation Corp.	37,990
Scouten & Associates Engineering Ltd.	43,748
Squamish Lillooet Regional District	1,351,029
Timber Framers Guild Inc.	126,149
Urban Systems Ltd.	28,088
Vadim	62,259
Wedge Roofing	35,979
Total aggregate amount paid to suppliers	\$5,340,497

2. Consolidated paid to suppliers who received aggregate pmts of < or = \$25,000

	\$688,332
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3. Total payments to suppliers for grants and contributions exceeding \$25,000

Consolidated total of grants exceeding \$25,000	44,964
Consolidated total of contributions exceeding \$25,000	468,726
Consolidated total of all grants and contributions exceeding \$25,000	\$513,690

4. Reconciliation

Total aggregate payments exceeding \$25,000 paid to suppliers	\$5,340,497
Consolidated total of payments of \$25,000 or less paid to suppliers	688,332
Consolidated total of all grants and contributions exceeding \$25,000	513,690
Subtotal	\$6,542,519
Reconciling items	(2,311,511)
	4,231,008
Total per Consolidated Statement of Operations and Accumulated Surplus	4,231,008
Variance	\$0

Reconciling Items:

Reconciling Items:		Comments
Payroll	1,609,017.25	from T4 Summary
Employer portion of Benefits	(377,241.00)	from MAIS payroll annual Summary
Sales of Service Allocation	(753,213.81)	from General Ledger
Transfers to other governments	(2,241,458.00)	from note 9 in FS
A/P Accruals 2014	739,091.00	from consolidated statement of financial position
A/P Accruals 2013	(878,700.00)	from consolidated statement of financial position
Debt Principal Payments	(145,691.00)	from consolidated statement of cash flows
Obligation under capital lease payments	(88,706.00)	from consolidated statement of cash flows
Capital Expenses/Purchases	(834,860.00)	from note 7 in FS and deferred projects
Amortization Expense	660,250.00	from note 7 in FS
	(2,311,511.56)	

- Prepared under the Financial Information Regulation, Schedule 1, section 7 and the *Financial Information Act*, section 2.

Village of Pemberton

STATEMENT OF FINANCIAL INFORMATION APPROVAL

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

Mike Richman, Mayor

Lena Martin, Chief Financial Officer

Date: _____

Date: _____

Prepared under the Financial Information Regulation, Schedule 1, subsection 9

Management Report

PO Box 100
7400 Prospect St.
Pemberton

British Columbia

CANADA

V0N2L0

P. 604.894.6135

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To the Mayor and Council of the Village of Pemberton:

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the consolidated financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of the consolidated financial statements.

The Mayor and Council are composed entirely of individuals who are neither management nor employees of the Village. The Mayor and Council are responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Mayor and Council fulfill these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Mayor and Council are also responsible for appointing the Village's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the Mayor and Council to audit the consolidated financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with, both the Council and management to discuss their audit findings.

In accordance with the *Community Charter*, the 2014 Audited Consolidated Financial Statements were presented and approved by Council on May 3, 2016; the Statement of Financial Information (SOFI) was presented to Council for approval on June 7, 2016.



Nikki Gilmore
Chief Administrative Officer

June 2, 2016

Date