

The Corporation of the Village of Kaslo

# Statement of Financial Information

FOR THE FISCAL YEAR ENDED DECEMBER 31<sup>st</sup>, 2022



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**Fiscal Year Ended December 31, 2022**

**Management Report**

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles. 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 implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Village of Kaslo Council is responsible for setting the annual budget and ensuring that management fulfils its responsibilities for financial reporting and internal control.

The external auditors, Grant Thornton, conduct an independent examination, in accordance with 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 corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of the Village of Kaslo,

Ian Dunlop  
Chief Financial Officer  
2023.06.12

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*Financial Statements of*

**VILLAGE OF KASLO**

*December 31, 2022*

**VILLAGE OF KASLO**  
**Index to Financial Statements**  
**December 31, 2022**

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## RESPONSIBILITY FOR FINANCIAL REPORTING

Management is responsible for the preparation of the accompanying financial statements. The financial statements have been prepared in accordance with the accounting principles disclosed in note 1 to the financial statements and include amounts that are based on estimates and judgments. Management believes that the financial statements fairly present the Village of Kaslo's financial position and results of operations. The integrity of the information presented in the financial statements, including estimates and judgments relating to matters not concluded by fiscal year-end, is the responsibility of management. The financial statements have been approved by Council.

Management has established and maintained appropriate systems of internal control including policies and procedures, which are designed to provide reasonable assurance that the Village of Kaslo's assets are safeguarded and that reliable financial records are maintained to form a proper basis for preparation of the financial statements.

The independent external auditors, Grant Thornton LLP, Chartered Professional Accountants, have been appointed by Council to express an opinion as to whether the financial statements present fairly, in all material respects, the Village of Kaslo's financial position, results of operations, and changes in its net financial assets, and its cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards. The report of Grant Thornton LLP, Chartered Professional Accountants, follows and outlines the scope of their examination and their opinion on the financial statements.



Ian Dunlop  
Chief Administrative Officer

Acting

# Independent Auditor's Report

To the Mayor and Council of  
Village Of Kaslo

## Opinion

We have audited the financial statements of Village of Kaslo, which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net financial assets, cash flows, schedules 1 through 2 for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2022, and its results of operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public accounting standards.

## Basis for opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Other matter

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The schedules included in the supplemental information section are presented for purposes of additional analysis and are not a required part of the financial statements. Such supplemental information has not been subject to the auditing procedures applied in the audit of the financial statements and accordingly, we express no opinion on them.

## Responsibilities of management and those charged with governance for the financial statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

# Independent Auditor's Report (continued)

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

## **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Trail, Canada  
May 9, 2023

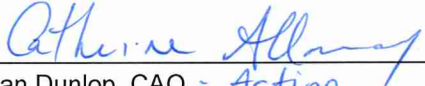
The logo for Grant Thornton LLP, featuring the company name in a stylized, cursive script font.

Chartered Professional Accountants



**VILLAGE OF KASLO**  
**STATEMENT OF FINANCIAL POSITION**  
**As At December 31, 2022**

|  | 2022                 | 2021                 |
|--|----------------------|----------------------|
| <b>FINANCIAL ASSETS</b>                  |                      |                      |
| Cash and cash equivalents (note 3)       | \$ 4,190,314         | \$ 3,646,558         |
| Accounts receivable (note 4)             | 464,779              | 225,577              |
|  | <u>4,655,093</u>     | <u>3,872,135</u>     |
| <b>LIABILITIES</b>                       |                      |                      |
| Accounts payable and accrued liabilities | 338,531              | 270,572              |
| Deferred revenue (note 5)                | 1,478,032            | 505,517              |
| Employee future benefits (note 6)        | 82,921               | 73,111               |
| MFA equipment finance loans (note 7)     | 31,992               | 59,435               |
|  | <u>1,931,476</u>     | <u>908,635</u>       |
| <b>NET FINANCIAL ASSETS</b>              | <u>2,723,617</u>     | <u>2,963,500</u>     |
| <b>NON-FINANCIAL ASSETS</b>              |                      |                      |
| Supplies inventory                       | 44,409               | 35,720               |
| Prepaid expenses                         | 34,865               | 28,913               |
| Tangible capital assets (schedule 1)     | 10,110,929           | 9,351,650            |
|  | <u>10,190,203</u>    | <u>9,416,283</u>     |
| <b>ACCUMULATED SURPLUS (note 10)</b>     | <u>\$ 12,913,820</u> | <u>\$ 12,379,783</u> |
| <b>CONTINGENT LIABILITIES (note 12)</b>  |                      |                      |

  
 Ian Dunlop, CAO - Acting

See Accompanying Notes

**VILLAGE OF KASLO**  
**STATEMENT OF OPERATIONS**  
For the Year Ended December 31, 2022

|  | 2022<br>Budget       | 2022<br>Actual       | 2021<br>Actual       |
|--|----------------------|----------------------|----------------------|
| <b>REVENUE</b>                                   |                      |                      |                      |
| Municipal property taxes and grants in lieu      | \$ 723,364           | \$ 731,189           | \$ 701,477           |
| Sewer and water parcel taxes                     | 81,158               | 75,480               | 74,366               |
| Government transfers - unconditional (note 13)   | 505,082              | 505,082              | 367,375              |
| Government transfers - conditional (note 13)     | 1,546,902            | 656,595              | 358,939              |
| Grants - other                                   | 436,131              | 39,159               | 268,184              |
| Sale of services                                 | 239,104              | 447,268              | 305,615              |
| Donations, interest and other income             | 351,396              | 221,358              | 419,410              |
| Sewer user fees                                  | 149,547              | 149,106              | 136,839              |
| Water user fees                                  | 282,500              | 310,526              | 270,841              |
| Insurance proceeds and emergency funding - water | 34,555               | 34,555               | 219,903              |
|  | <b>4,349,739</b>     | <b>3,170,318</b>     | <b>3,122,949</b>     |
| <b>EXPENSES</b>                                  |                      |                      |                      |
| General government services                      | 968,607              | 927,328              | 732,221              |
| Protective services                              | 369,250              | 322,368              | 119,849              |
| Public works                                     | 515,403              | 392,079              | 344,712              |
| Recreation and cultural services                 | 58,381               | 110,119              | 113,063              |
| Aerodrome  | 14,946               | 12,951               | 20,399               |
| Sewer utility operations                         | 137,637              | 122,101              | 163,331              |
| Water utility operations                         | 267,500              | 230,437              | 380,040              |
| Amortization of tangible capital assets          | -                    | 471,696              | 437,147              |
| Loss on disposal of tangible capital assets      | -                    | 47,202               | -                    |
|  | <b>2,331,724</b>     | <b>2,636,281</b>     | <b>2,310,762</b>     |
| <b>ANNUAL SURPLUS</b>                            | <b>2,018,015</b>     | <b>534,037</b>       | <b>812,187</b>       |
| <b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>    | <b>12,379,783</b>    | <b>12,379,783</b>    | <b>11,567,596</b>    |
| <b>ACCUMULATED SURPLUS, END OF YEAR</b>          | <b>\$ 14,397,798</b> | <b>\$ 12,913,820</b> | <b>\$ 12,379,783</b> |

See Accompanying Notes

**VILLAGE OF KASLO**  
**STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**  
For the Year Ended December 31, 2022

|  | 2022<br>Budget      | 2022<br>Actual      | 2021<br>Actual      |
|--|---------------------|---------------------|---------------------|
| <b>ANNUAL SURPLUS</b>                          | <b>\$ 2,018,015</b> | <b>\$ 534,037</b>   | <b>\$ 812,187</b>   |
| Acquisition of tangible capital assets         | (2,037,837)         | (1,278,188)         | (655,674)           |
| Amortization of tangible assets                | -                   | 471,696             | 437,147             |
| Net change in supplies inventory               | -                   | (8,689)             | 4,764               |
| Net change in prepaid expenses                 | -                   | (5,952)             | 10,478              |
| Loss on disposal of tangible capital assets    | -                   | 47,202              | -                   |
| Proceeds from sale of tangible capital assets  | 10                  | 11                  | -                   |
| <b>INCREASE IN NET FINANCIAL ASSETS</b>        | <b>(19,812)</b>     | <b>(239,883)</b>    | <b>608,902</b>      |
| <b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b> | <b>2,963,500</b>    | <b>2,963,500</b>    | <b>2,354,598</b>    |
| <b>NET FINANCIAL ASSETS, END OF YEAR</b>       | <b>\$ 2,943,688</b> | <b>\$ 2,723,617</b> | <b>\$ 2,963,500</b> |

See Accompanying Notes

**VILLAGE OF KASLO**  
**STATEMENT OF CASH FLOWS**  
For the Year Ended December 31, 2022

|   | 2022                | 2021                |
|---|---------------------|---------------------|
| <b>OPERATING TRANSACTIONS</b>                       |                     |                     |
| Annual surplus                                      | \$ 534,037          | \$ 812,187          |
| Non-cash items                                      |                     |                     |
| - Amortization of tangible capital assets           | 471,696             | 437,147             |
| - Loss on disposal of tangible capital assets       | 47,202              | -                   |
| - Actuarial adjustments                             | -                   | (5,289)             |
| - Decrease (increase) in supplies inventory         | (8,689)             | 4,764               |
| - Decrease (increase) in prepaid expenditures       | (5,952)             | 10,478              |
| Changes to financial assets and liabilities         |                     |                     |
| - Accounts receivable                               | (239,202)           | 105,508             |
| - Accounts payable and accrued liabilities          | 67,959              | (4,636)             |
| - Employee future benefits                          | 9,810               | 10,066              |
| - Deferred revenue                                  | 972,515             | 92,887              |
| <b>Cash Provided By Operating Transactions</b>      | <b>1,849,376</b>    | <b>1,463,112</b>    |
| <b>FINANCING TRANSACTIONS</b>                       |                     |                     |
| Repayment of long-term debt                         | -                   | (12,494)            |
| Repayment of equipment finance loans                | (27,443)            | (46,869)            |
| <b>Cash Used For Financing Transactions</b>         | <b>(27,443)</b>     | <b>(59,363)</b>     |
| <b>CAPITAL TRANSACTIONS</b>                         |                     |                     |
| Tangible capital asset additions                    | (1,278,188)         | (655,674)           |
| Proceeds from sale of tangible capital assets       | 11                  | -                   |
| <b>Cash Used For Investing Transactions</b>         | <b>(1,278,177)</b>  | <b>(655,674)</b>    |
| <b>INCREASE IN CASH</b>                             | <b>543,756</b>      | <b>748,075</b>      |
| <b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b> | <b>3,646,558</b>    | <b>2,898,483</b>    |
| <b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>       | <b>\$ 4,190,314</b> | <b>\$ 3,646,558</b> |

See Accompanying Notes

## **1. NATURE OF THE ENTITY**

The Village of Kaslo (the "Village") is incorporated under the Local Government Act of British Columbia and is subject to the provisions of the Community Charter and legislation under the Province. The Village's principal activities include the provision of local government services to residents of the incorporated area.

The financial statements are the responsibility of management and prepared in accordance with Canadian public sector accounting standards ("PSAS"). The preparation of these financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

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## **2. SIGNIFICANT ACCOUNTING POLICIES**

The following is a summary of the significant accounting policies of The Village of Kaslo (the "Village").

### **Basis of Presentation**

The Financial Statements of the Village comprise the Village's Operating, Capital, and Reserve funds. All inter-fund balances have been eliminated.

- i) **Operating Funds:** These funds include the General, Waterworks Utility, and Sewer Utility operations of the Village. They are used to record the operating costs of the services provided by the Village.
- ii) **Capital Funds:** These funds include the General, Waterworks Utility and Sewer Utility Capital funds. They are used to record the acquisition and disposal of property and equipment and their related financing.
- iii) **Reserve Funds:** Reserve funds include statutory reserves restricted by the Community Charter and associated Municipal bylaws and reserves set aside by Council for future expenditures.

### **Basis of Accounting**

The Village's financial statements are prepared using the accrual basis of accounting. Revenues are recognized in the year which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of the receipt of goods and services and/or the creation of a legal obligation to pay.

### **Revenue Recognition**

Taxation revenues are recognized at the time of the issuing of the property tax notices for the fiscal year. Levies imposed by other taxing authorities are not included as taxes for municipal purposes. Sale of services and user fees are recognized when the service or product is rendered by the Village.

Government transfers are recognized as revenue in the period that the transfer is authorized, eligibility criteria, if any, have been met, and a reasonable estimate of the amount to be received can be made.

Grants and other contributions provided for certain purposes are recorded as revenue when receivable and the related expenditures are incurred.

**2. SIGNIFICANT ACCOUNTING POLICIES** (continued)

Deferred Revenue

Deferred revenue relates to restricted government transfers, grants and other funds received, but not yet spent on the stipulated eligible expenditures.

Cash and cash equivalents

Cash and cash equivalents consist of demand deposits with the Kootenay Savings Credit Union and highly liquid short-term bond funds with the Municipal Finance Authority.

Municipal pension plan

The Village's pension plan follows the guidelines of the Municipal Pension Plan which is administered by the Province of British Columbia for all British Columbia municipalities. The Village and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers is responsible for administering the plan, including investment assets and administration of benefits. The plan is a multi-employer defined benefit plan.

Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic or radioactive material, or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met;

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the Village is directly responsible or accepts responsibility;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

The liability is recognized at management's estimate of the cost of post remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for the contaminated site. The Village has no liabilities under this standard as at December 31, 2022.

Inventories

Inventories consist of supplies for the Village's own use and recorded at the lower of cost or net replacement value.

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

Tangible Capital Assets

Tangible capital assets, comprised of capital assets, and capital work-in-progress, are recorded at cost less accumulated amortization and are classified according to their functional use. Amortization is recorded on a straight-line basis over the estimated useful life of the asset commencing the year the asset is put in to service. Donated tangible capital assets are reported at fair value at the time of donation. Estimated useful lives are as follows:

|  |                |
|--|----------------|
| Building                                     | 20 - 50 years  |
| Building improvements                        | 10 - 50 years  |
| Fixtures, furniture, equipment, and vehicles | 5 - 25 years   |
| IT infrastructure                            | 3 - 10 years   |
| Parks infrastructure                         | 15 - 60 years  |
| Paving and roads                             | 10 - 100 years |
| Sewer infrastructure                         | 10 - 100 years |
| Water infrastructure                         | 10 - 100 years |

Municipal Finance Authority cash deposits and demand notes

The Municipal Finance Authority of British Columbia (the Authority) provides capital financing for regional districts and their member Municipalities. The Authority is required to establish a Debt Reserve Fund. The Authority must then use this fund if at any time there are insufficient funds to meet payments on its obligations. If this occurs, the regional districts may be called upon to restore the fund.

Each regional district, through its member municipalities who share in the proceeds of a debt issue, is required to pay into the Debt Reserve Fund certain amounts set out in the financing agreements. The interest earned on the Debt Reserve Fund, less administrative expenditures, becomes an obligation of the Authority to the regional districts.

Upon the maturity of a debt issue, the unused portion of the Debt Reserve Fund established for that issue will be discharged to the Municipality. The proceeds from these discharges will be credited to income in the year they are received. The balance in the Debt Reserve Fund was \$Nil as at December 31, 2022.

Budgeted Figures

The budgeted figures are based on the adopted Five-Year Financial Plan for the year 2022 adopted under Bylaw No.1282 on December 12, 2022.

Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Significant areas requiring estimates include the provision for contingencies and the determination of the useful lives of assets for amortization. Actual results could differ from management's best estimates as additional information becomes available in the future.

**VILLAGE OF KASLO**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**  
**As At December 31, 2022**

**3. CASH AND CASH EQUIVALENTS**

|                              | 2022                | 2021                |
|------------------------------|---------------------|---------------------|
| Credit Union demand deposits | \$ 4,171,712        | \$ 3,627,312        |
| MFA short-term bonds         | <u>18,602</u>       | <u>19,246</u>       |
|                              | <u>\$ 4,190,314</u> | <u>\$ 3,646,558</u> |

The MFA short-term bonds are considered equivalent to cash due to their liquid nature and market value approximating the recorded cost.

**4. ACCOUNTS RECEIVABLE**

Accounts receivable are recorded net of any allowance and are comprised of the following:

|  | 2022              | 2021              |
|--|-------------------|-------------------|
| Property tax and utility fees receivable | \$ 47,810         | \$ 43,930         |
| Trade accounts and other                 | <u>416,969</u>    | <u>181,647</u>    |
|  | <u>\$ 464,779</u> | <u>\$ 225,577</u> |

**5. DEFERRED REVENUE**

These funds are externally restricted for the purposes for which they were collected.

|                                   | Balance,<br>Beginning<br>of Year | Contributions<br>Received | Revenue<br>Recognized | Balance,<br>End of Year |
|-----------------------------------|----------------------------------|---------------------------|-----------------------|-------------------------|
| Federal Gas Tax Fund*             | \$ -                             | \$ 100,484                | \$ (100,484)          | \$ -                    |
| CBT Front Street Park             | 123,948                          | 20,350                    | (46,909)              | 97,389                  |
| CBT Wildlife Risk Reduction       | 45,000                           | -                         | (45,000)              | -                       |
| Provincial Rural Dividend Grant   | 77,342                           | -                         | (3,739)               | 73,603                  |
| Provincial Community Preparedness | 91,799                           | -                         | -                     | 91,799                  |
| RDCK Community Grants             | 19,757                           | 40,500                    | (42,532)              | 17,725                  |
| Rural Resident Attraction Project | 45,000                           | -                         | -                     | 45,000                  |
| UBCM Grants                       | 67,217                           | 168,412                   | (168,412)             | 67,217                  |
| CERIP Grant                       | -                                | 979,173                   | (22,533)              | 956,640                 |
| Other grants and contributions    | 2,440                            | 357,102                   | (257,052)             | 102,490                 |
| Prepaid taxes, licenses, and fees | 33,014                           | 16,584                    | (23,429)              | 26,169                  |
|                                   | <u>\$ 505,517</u>                | <u>\$ 1,682,605</u>       | <u>\$ (710,090)</u>   | <u>\$ 1,478,032</u>     |

The Federal Gas Tax Fund is recognized into revenue and immediately transferred to the Community Works reserve.



**6. EMPLOYEE FUTURE BENEFITS**

The Village records liabilities for accrued employee benefits in the period in which they are earned by the employee. Short-term benefits, such as banked overtime and vacation entitlements are included in accounts payable and accrued liabilities. Certain eligible employees are also able to accumulate unused sick days and have a portion of the benefit paid out if certain retirement criteria are met. These benefits are calculated based on years of service and pay out percentages vary depending on the union contract and accrued at management's estimate of future entitlements.

**7. MFA EQUIPMENT FINANCE LOANS**

|   | 2022             | 2021             |
|---|------------------|------------------|
| Municipal Finance Authority equipment finance loans. Annual interest rates range from 1.86% to 6.02% per annum, secured by the assets, maturing at various dates through to April 2024. | <b>\$ 31,992</b> | <b>\$ 59,435</b> |

The requirements for future repayments of principal for the next three years are estimated as follows:

|      |                  |
|------|------------------|
| 2023 | <b>\$ 24,933</b> |
| 2024 | <b>7,059</b>     |
|      | <b>\$ 31,992</b> |

**8. MUNICIPAL PENSION PLAN**

The Village and its employees contribute to the Municipal Pension Plan, (a jointly trusted pension plan). The board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2021, the plan had about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The Village of Kaslo paid \$63,114 for employer contributions to the plan in fiscal 2022 (2021 - \$56,190).

The next valuation will be as at December 31, 2024, with results available later in 2025. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets, and cost to individual employers participating in the plan.

**VILLAGE OF KASLO**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**  
**As At December 31, 2022**

**9. COLLECTION FOR OTHER GOVERNMENTS**

The Village collected and remitted the following taxes on behalf of other Governments. These are not included in the Village's financial statements.

|   | <b>2022</b>         | <b>2021</b>         |
|---|---------------------|---------------------|
| Provincial Government - School Taxes    | \$ 483,626          | \$ 448,403          |
| Provincial Government - Police Tax Levy | 61,039              | 58,941              |
| British Columbia Assessment Authority   | 11,135              | 10,158              |
| Regional Hospital                       | 53,498              | 50,787              |
| Municipal Finance Authority             | 59                  | 46                  |
| Other agencies                          | 21,900              | 21,208              |
| Regional District of Central Kootenay   | 586,792             | 539,051             |
|   | <b>\$ 1,218,049</b> | <b>\$ 1,128,594</b> |

**10. ACCUMULATED SURPLUS**

|   | <b>2022</b>          | <b>2021</b>          |
|---|----------------------|----------------------|
| General Operating Fund - unappropriated surplus                             | \$ 584,428           | \$ 527,436           |
| General Operating Fund - appropriated surplus - COVID-19 safe restart grant | 355,876              | 405,615              |
| Waterworks Utility Operating Fund surplus                                   | 23,224               | 261,096              |
| Sanitary Sewer Utility Operating Fund surplus                               | 20,882               | 808                  |
|   | <b>984,410</b>       | <b>1,194,955</b>     |
| Total Operating Funds' surplus  | <b>984,410</b>       | 1,194,955            |
| Reserve Funds (schedules 11, 12 )   | <b>1,850,473</b>     | 1,892,613            |
| Equity in Tangible Capital Assets (note 11)                                 | <b>10,078,937</b>    | 9,292,215            |
|   | <b>\$ 12,913,820</b> | <b>\$ 12,379,783</b> |

The unspent funds from the Provincial COVID-19 safe start grant have been appropriated within the general operating fund accumulated surplus for use in the subsequent year. See schedule 13.

**11. EQUITY IN TANGIBLE CAPITAL ASSETS**

The equity in tangible capital assets represents total tangible capital assets less the long-term debt issued to acquire the assets. The balance is comprised of the following:

|                             | <b>2022</b>          | <b>2021</b>         |
|-----------------------------|----------------------|---------------------|
| General Capital Fund        | \$ 5,238,831         | \$ 4,975,325        |
| Sanitary Sewer Capital Fund | 1,975,888            | 2,045,648           |
| Waterworks Capital Fund     | 2,864,218            | 2,271,242           |
|                             | <b>\$ 10,078,937</b> | <b>\$ 9,292,215</b> |

Details of the change in equity in tangible capital assets are described in Schedules 5 and 6.

**12. CONTINGENT LIABILITIES**

The Village, as a member of the Regional District of Central Kootenay, is jointly and severally liable for the future capital liabilities of the Regional District.

The loan agreements with the Municipal Finance Authority provide that if the Authority does not have sufficient funds to meet its payments and obligations, it shall make payments from the debt reserve fund which is in turn established by a similar debt reserve fund of the Village and all other borrowing participants. If the debt reserve fund is deficient, the Authority's obligations become a liability of the Regional District, and may become a liability of the participating municipalities.

*Potential Claims*

In the normal course of a year, the Village may be faced with claims for damages of a diverse nature. Potential claims identified include a claim relating to the right a way for a construction project. The Village is conducting a review of these claims and as at the year end, no estimate can be made of the likely outcome, and no accrual has been made for these potential claims.

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**13. GOVERNMENT TRANSFERS**

Government Transfers - Unconditional

|            | 2022              | 2021              |
|------------|-------------------|-------------------|
| Provincial | <u>\$ 505,082</u> | <u>\$ 367,375</u> |

Government Transfers - Conditional

|            |                   |                   |
|------------|-------------------|-------------------|
| Federal    | \$ 23,755         | \$ 3,192          |
| Provincial | 584,119           | 296,510           |
| Other      | <u>48,721</u>     | <u>59,237</u>     |
|            | <u>\$ 656,595</u> | <u>\$ 358,939</u> |

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**14. RECONCILIATION OF BUDGET**

The following reconciles the budgeted surplus as shown on the statement of operations to the budget as presented in Bylaw No. 1282 adopted on December 12, 2022.

|   |                  |
|---|------------------|
| Budgeted annual surplus as presented          | \$ 2,018,015     |
| Capital expenditures                          | (1,865,350)      |
| Proceeds from sale of tangible capital assets | 10               |
| Principal payment on debt                     | (28,758)         |
| Transfers from reserve funds                  | <u>(123,917)</u> |
|   | <u>\$ -</u>      |

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**15. CEMETERY CARE TRUST FUND**

The Village operates the Kaslo Cemetery and maintains a Cemetery Care Fund. These funds have not been included in the statement of financial position nor have their operations been included in the consolidated statement of operations.

|                         | 2022             | 2021             |
|-------------------------|------------------|------------------|
| <b>ASSETS</b>           |                  |                  |
| Short-term investments  | <u>\$ 89,185</u> | <u>\$ 85,526</u> |
| <b>OPERATIONS</b>       |                  |                  |
| Contributions           | \$ 2,150         | \$ 1,175         |
| Interest                | <u>1,509</u>     | <u>1,463</u>     |
| <b>CHANGE IN EQUITY</b> | <u>\$ 3,659</u>  | <u>\$ 2,638</u>  |

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**16. SEGMENTED INFORMATION**

The Village of Kaslo is a diversified municipal government that provides a wide range of services to its citizens. The Village's operations and activities are organized and reported by funds and departments. The general fund reports on operations funded primarily by property taxes and government transfers which include services provided by the Village such as general government services, protective services, public works, recreation and cultural services and aerodrome. The utility operations are comprised of the water and sewer system each accounting for its own operations and programs within its own fund. Operating results reported by the following segments are included in Schedule 2.

**General government**

General government is primarily funded by property taxation and unconditional government transfers. The expenses within the segment are for legislative, general administration and finance functions as well as all garbage and recycling, operations and maintenance costs relating to the municipal buildings and grants to community organizations.

**Protective services**

Protective services is comprised of fire inspection, bylaw enforcement and building inspection fees.

**Public works**

Public works is a broad function comprised of crews engaged in the maintenance and improvements to the road systems, drainage, sidewalks, snow removal, works yard maintenance and other planning and maintenance activities.

**Recreation and cultural services**

Recreation and cultural services contribute to the quality of life and personal wellness through the maintenance of the parks and boulevards, campground, and contributions to the seniors' hall.

**Aerodrome**

The aerodrome segment reports the operations, maintenance and planning expenditures for the aerodrome.

**Sewer utility operations**

The sewer utility operates the sanitary sewer system networks and pump station. Revenue and expenses represent the amounts that are directly attributable to the function of the sewer utility.

**Water utility operations**

The water utility provides safe drinking water to the Village. Revenue and expenses represent the amounts that are directly attributable to the function of the water utility.

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**VILLAGE OF KASLO**  
**SCHEDULE 1 - TANGIBLE CAPITAL ASSETS**  
**As At December 31, 2022**

|   | Land             | Buildings        | Engineering Structures | Machinery and Equipment | Office Equipment and Furniture | Roads and Paving | SS Moyie  | Sewer System     | Water System     | 2022 Total        | 2021 Total       |
|---|------------------|------------------|------------------------|-------------------------|--------------------------------|------------------|-----------|------------------|------------------|-------------------|------------------|
| <b>COST</b>   |                  |                  |                        |                         |                                |                  |           |                  |                  |                   |                  |
| Opening Balance                                     | 1,890,402        | 3,587,005        | 924,641                | 1,035,072               | 36,957                         | 1,551,193        | 11        | 3,204,955        | 5,609,869        | 17,840,105        | 17,184,431       |
| Add: Additions                                      | 8,256            | 374,912          | 84,235                 | 61,261                  | -                              | -                | -         | 11,500           | 738,024          | 1,278,188         | 655,674          |
| Less: Disposals                                     | (47,213)         | -                | -                      | -                       | -                              | -                | -         | -                | -                | (47,213)          | -                |
| Closing Balance                                     | 1,851,445        | 3,961,917        | 1,008,876              | 1,096,333               | 36,957                         | 1,551,193        | 11        | 3,216,455        | 6,347,893        | 19,071,080        | 17,840,105       |
| <b>ACCUMULATED AMORTIZATION</b>                     |                  |                  |                        |                         |                                |                  |           |                  |                  |                   |                  |
| Opening Balance                                     | -                | 2,050,288        | 506,024                | 627,140                 | 36,957                         | 770,112          | -         | 1,159,307        | 3,338,627        | 8,488,455         | 8,051,308        |
| Add: Amortization                                   | -                | 122,097          | 31,269                 | 54,657                  | -                              | 37,365           | -         | 81,260           | 145,048          | 471,696           | 437,147          |
| Less: Acc. Amortization on Disposals                | -                | -                | -                      | -                       | -                              | -                | -         | -                | -                | -                 | -                |
| Closing Balance                                     | -                | 2,172,385        | 537,293                | 681,797                 | 36,957                         | 807,477          | -         | 1,240,567        | 3,483,675        | 8,960,151         | 8,488,455        |
| <b>Net Book Value, year ended December 31, 2022</b> | <b>1,851,445</b> | <b>1,789,532</b> | <b>471,583</b>         | <b>414,536</b>          | <b>-</b>                       | <b>743,716</b>   | <b>11</b> | <b>1,975,888</b> | <b>2,864,218</b> | <b>10,110,929</b> |                  |
| <b>Net Book Value, year ended December 31, 2021</b> | <b>1,890,402</b> | <b>1,536,717</b> | <b>418,617</b>         | <b>407,932</b>          | <b>-</b>                       | <b>781,081</b>   | <b>11</b> | <b>2,045,648</b> | <b>2,271,242</b> |                   | <b>9,351,650</b> |

**VILLAGE OF KASLO**  
**SCHEDULE 2 - SEGMENTED INFORMATION**  
**As At December 31, 2022**

|   | General<br>Government | Protective<br>Services | Public Works     | Recreation and<br>Cultural | Aerodrome     | Sewer Utility   | Water Utility  | 2022             | 2021             |
|---|-----------------------|------------------------|------------------|----------------------------|---------------|-----------------|----------------|------------------|------------------|
| <b>REVENUE</b>                              |                       |                        |                  |                            |               |                 |                |                  |                  |
| Municipal property taxes and grants in lieu | 731,189               | -                      | -                | -                          | -             | -               | -              | 731,189          | 701,477          |
| Parcel taxes                                | -                     | -                      | -                | -                          | -             | 14,018          | 61,462         | 75,480           | 74,366           |
| Government transfers - unconditional        | 505,082               | -                      | -                | -                          | -             | -               | -              | 505,082          | 367,375          |
| Government transfers - conditional          | 133,344               | 213,412                | -                | 297,007                    | 3,739         | -               | 9,093          | 656,595          | 358,939          |
| Grants                                      | 3,500                 | -                      | -                | 35,659                     | -             | -               | -              | 39,159           | 268,184          |
| Sale of services, donations and other       | 505,424               | -                      | 28,494           | 37,202                     | 13,202        | 4,640           | -              | 588,962          | 664,752          |
| Interest                                    | 78,878                | -                      | -                | -                          | -             | -               | 786            | 79,664           | 60,273           |
| User fees                                   | -                     | -                      | -                | -                          | -             | 149,106         | 310,526        | 459,632          | 407,680          |
| Insurance proceeds and emergency funding    | -                     | -                      | -                | -                          | -             | -               | 34,555         | 34,555           | 219,903          |
| <b>Total Revenue</b>                        | <b>1,957,417</b>      | <b>213,412</b>         | <b>28,494</b>    | <b>369,868</b>             | <b>16,941</b> | <b>167,764</b>  | <b>416,422</b> | <b>3,170,318</b> | <b>3,122,949</b> |
| <b>EXPENDITURES</b>                         |                       |                        |                  |                            |               |                 |                |                  |                  |
| Wages and benefits and Council stipends     | 489,190               | 368                    | 252,168          | 69,412                     | 734           | 91,215          | 79,812         | 982,899          | 831,912          |
| Materials and services                      | 357,458               | 322,000                | 138,946          | 40,707                     | 12,217        | 30,886          | 150,625        | 1,052,839        | 1,016,482        |
| Community Planning and grants in aid        | 29,906                | 50,774                 | -                | -                          | -             | -               | -              | 80,680           | 21,521           |
| Interest charges                            | -                     | -                      | 965              | -                          | -             | -               | -              | 965              | 3,700            |
| <b>Total before Amortization</b>            | <b>876,554</b>        | <b>373,142</b>         | <b>392,079</b>   | <b>110,119</b>             | <b>12,951</b> | <b>122,101</b>  | <b>230,437</b> | <b>2,117,383</b> | <b>1,873,615</b> |
| Amortization of tangible capital assets     | 129,907               | -                      | 79,759           | 35,722                     | -             | 81,260          | 145,048        | 471,696          | 437,147          |
| Loss on disposal of tangible capital assets | 47,202                | -                      | -                | -                          | -             | -               | -              | 47,202           | -                |
| <b>Total Expenditures</b>                   | <b>1,053,663</b>      | <b>373,142</b>         | <b>471,838</b>   | <b>145,841</b>             | <b>12,951</b> | <b>203,361</b>  | <b>375,485</b> | <b>2,636,281</b> | <b>2,310,762</b> |
| <b>ANNUAL SURPLUS (DEFICIT)</b>             | <b>903,754</b>        | <b>(159,730)</b>       | <b>(443,344)</b> | <b>224,027</b>             | <b>3,990</b>  | <b>(35,597)</b> | <b>40,937</b>  | <b>534,037</b>   | <b>812,187</b>   |

**VILLAGE OF KASLO**  
**SCHEDULE 3 - GENERAL OPERATING FUND**  
**STATEMENT OF FINANCIAL POSITION**  
**As At December 31, 2022**  
**(Unaudited)**

|  | <b>2022</b>       | <b>2021</b>       |
|--|-------------------|-------------------|
| <b>ASSETS</b>                                  |                   |                   |
| Cash   | \$ 2,339,841      | \$ 1,780,742      |
| Taxes receivable                               | 25,600            | 28,229            |
| Accounts receivable                            | 416,968           | 181,646           |
| Due from Sanitary Sewer Utility Operating Fund | 4,958             | 14,911            |
| Due from Waterworks Utility Operating Fund     | 11,148            | -                 |
| Prepaid expenses                               | 34,865            | 28,913            |
| Supplies inventory                             | 2,828             | 2,206             |
|  | <b>2,836,208</b>  | <b>2,036,647</b>  |
| <b>LIABILITIES</b>                             |                   |                   |
| Accounts payable and accrued liabilities       | 337,462           | 269,503           |
| Employee future benefits                       | 82,921            | 73,111            |
| Deferred Revenue                               | 1,475,521         | 503,006           |
| Due to Waterworks Utility Operating Fund       | -                 | 231,179           |
| Due to Reserve Funds                           | -                 | 26,797            |
|  | <b>1,895,904</b>  | <b>1,103,596</b>  |
| <b>ACCUMULATED SURPLUS</b>                     | <b>\$ 940,304</b> | <b>\$ 933,051</b> |

**VILLAGE OF KASLO**  
**SCHEDULE 4 - GENERAL OPERATING FUND**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**For the Year Ended December 31, 2022**  
**(Unaudited)**

|   | 2022              | 2021              |
|---|-------------------|-------------------|
| <b>REVENUE</b>                                    |                   |                   |
| General taxation                                  | \$ 683,014        | \$ 649,863        |
| Interest and penalties on taxes                   | 16,811            | 20,224            |
| Utility taxes and grants-in-lieu of taxes         | 31,364            | 31,390            |
| Permits and licences                              | 190,967           | 78,806            |
| Rentals and leases                                | 105,155           | 74,633            |
| Sale of services                                  | 146,506           | 147,481           |
| Conditional government transfers and other grants | 686,661           | 617,123           |
| Unconditional government transfers                | 505,082           | 367,375           |
| Interest on investments                           | 47,635            | 32,950            |
| Proceeds from sale of tangible capital assets     | 11                | -                 |
| Donations and other miscellaneous revenue         | 141,694           | 359,137           |
|   | <b>2,554,900</b>  | <b>2,378,982</b>  |
| <b>EXPENDITURES</b>                               |                   |                   |
| General government administration and buildings   | 746,384           | 613,095           |
| Community planning and grants in aid              | 80,680            | 21,521            |
| Solid waste, recycling and cemetery maintenance   | 100,264           | 97,604            |
| Protective services                               | 322,368           | 119,849           |
| Public works                                      | 392,079           | 344,712           |
| Aerodrome   | 12,951            | 20,399            |
| Recreation and cultural services                  | 110,119           | 113,063           |
| Debt and lease charges                            |                   |                   |
| - Interest  | -                 | -                 |
| - Principal payment                               | 27,443            | 46,869            |
| Capital expenditures                              | 528,664           | 527,527           |
|   | <b>2,320,952</b>  | <b>1,904,639</b>  |
| <b>EXCESS OF REVENUE OVER EXPENDITURES</b>        | <b>233,948</b>    | <b>474,343</b>    |
| <b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>     | <b>933,051</b>    | <b>930,874</b>    |
| Transfer to Sewer Utility Operating Fund          | (18,587)          | (11,937)          |
| Transfer to Reserve Funds                         | (312,854)         | (555,112)         |
| Transfer from Reserve Fund                        | 104,746           | 94,883            |
| <b>ACCUMULATED SURPLUS, END OF YEAR</b>           | <b>\$ 940,304</b> | <b>\$ 933,051</b> |



**VILLAGE OF KASLO**  
**SCHEDULE 5 - GENERAL, SANITARY SEWER, AND WATERWORKS UTILITY**  
**CAPITAL FUNDS**  
**STATEMENT OF FINANCIAL POSITION**  
**As At December 31, 2022**  
**(Unaudited)**

| <b>LIABILITIES</b>                       | <b>2022</b>          | <b>2021</b>         |
|--|----------------------|---------------------|
| <b>GENERAL</b>                           |                      |                     |
| MFA equipment finance loans              | \$ 31,992            | \$ 59,435           |
|  | <b>31,992</b>        | <b>59,435</b>       |
| <b>TANGIBLE CAPITAL ASSETS</b>           |                      |                     |
| <b>GENERAL</b>                           |                      |                     |
| Land, buildings, and equipment           | 5,270,823            | 5,034,760           |
| <b>SANITARY SEWER</b>                    |                      |                     |
| Sanitary sewer treatment system          | 1,975,888            | 2,045,648           |
| <b>WATERWORKS UTILITY</b>                |                      |                     |
| Plant and equipment                      | 2,864,218            | 2,271,242           |
|  | <b>10,110,929</b>    | <b>9,351,650</b>    |
| <b>ACCUMULATED SURPLUS</b>               | <b>\$ 10,078,937</b> | <b>\$ 9,292,215</b> |
| Represented by:                          |                      |                     |
| <b>EQUITY IN TANGIBLE CAPITAL ASSETS</b> |                      |                     |
| General Capital                          | \$ 5,238,831         | \$ 4,975,325        |
| Sanitary Sewer Capital                   | 1,975,888            | 2,045,648           |
| Waterworks Capital                       | 2,864,218            | 2,271,242           |
|  | <b>\$ 10,078,937</b> | <b>\$ 9,292,215</b> |

**VILLAGE OF KASLO**  
**SCHEDULE 6 - CAPITAL FUNDS**  
**STATEMENT OF EQUITY IN TANGIBLE CAPITAL ASSETS**  
**For the Year Ended December 31, 2022**  
**(Unaudited)**

|                                     | 2022                | 2021                |
|-------------------------------------|---------------------|---------------------|
| <b>GENERAL CAPITAL FUND</b>         |                     |                     |
| Balance, beginning of year          | \$ 4,975,325        | \$ 4,614,751        |
| Add:                                |                     |                     |
| Tangible capital asset additions    | 528,664             | 527,527             |
| Equipment loan principal repayments | 27,443              | 46,869              |
| Deduct:                             |                     |                     |
| Amortization                        | (245,388)           | (213,822)           |
| Net book value of assets disposed   | (47,213)            | -                   |
| <b>Balance, end of year</b>         | <b>\$ 5,238,831</b> | <b>\$ 4,975,325</b> |
| <b>SANITARY SEWER CAPITAL FUND</b>  |                     |                     |
| Balance, beginning of year          | \$ 2,045,648        | \$ 2,071,454        |
| Add:                                |                     |                     |
| Tangible capital asset additions    | 11,500              | 54,708              |
| Deduct:                             |                     |                     |
| Amortization                        | (81,260)            | (80,514)            |
| <b>Balance, end of year</b>         | <b>\$ 1,975,888</b> | <b>\$ 2,045,648</b> |
| <b>WATERWORKS CAPITAL FUND</b>      |                     |                     |
| Balance, beginning of year          | \$ 2,271,242        | \$ 2,322,831        |
| Add:                                |                     |                     |
| Tangible capital asset additions    | 738,024             | 73,439              |
| Long-term debt principal repayment  | -                   | 12,494              |
| Actuarial adjustment                | -                   | 5,289               |
| Deduct:                             |                     |                     |
| Amortization                        | (145,048)           | (142,811)           |
| <b>Balance, end of year</b>         | <b>\$ 2,864,218</b> | <b>\$ 2,271,242</b> |

**VILLAGE OF KASLO**  
**SCHEDULE 7 - WATERWORKS UTILITY OPERATING FUND**  
**STATEMENT OF FINANCIAL POSITION**  
**As At December 31, 2022**  
**(Unaudited)**

|                                 | 2022             | 2021              |
|---------------------------------|------------------|-------------------|
| <b>ASSETS</b>                   |                  |                   |
| Water user fees receivable      | \$ 9,275         | \$ 9,781          |
| Due from General Operating Fund | -                | 231,179           |
| Inventory of supplies           | 28,677           | 23,716            |
|                                 | <b>37,952</b>    | <b>264,676</b>    |
| <b>LIABILITIES</b>              |                  |                   |
| Accrued interest payable        | 1,069            | 1,069             |
| Deferred revenue                | 2,511            | 2,511             |
| Due to General Operating Fund   | 11,148           | -                 |
|                                 | <b>14,728</b>    | <b>3,580</b>      |
| <b>ACCUMULATED SURPLUS</b>      | <b>\$ 23,224</b> | <b>\$ 261,096</b> |

**VILLAGE OF KASLO**  
**SCHEDULE 8 - WATERWORKS UTILITY OPERATING FUND**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**For the Year Ended December 31, 2022**  
**(Unaudited)**

|  | 2022             | 2021              |
|--|------------------|-------------------|
| <b>REVENUE</b>   |                  |                   |
| Water user and connection fees                             | \$ 310,526       | \$ 270,841        |
| Parcel tax   | 61,462           | 61,318            |
| Emergency funding and insurance proceeds                   | 34,555           | 219,903           |
| Grant  | 9,093            | -                 |
| Interest   | 786              | -                 |
|  | <b>416,422</b>   | <b>552,062</b>    |
| <b>EXPENDITURES</b>  |                  |                   |
| Administration and allocation of labour costs from general | 79,812           | 101,705           |
| Maintenance materials and services                         | 150,625          | 275,422           |
| Debt charges   |                  |                   |
| - Interest   | -                | 2,913             |
| - Principal payment  | -                | 12,494            |
| Capital expenditures                                       | 738,024          | 73,439            |
|  | <b>968,461</b>   | <b>465,973</b>    |
| <b>EXCESS OF REVENUE OVER EXPENDITURES</b>                 | <b>(552,039)</b> | <b>86,089</b>     |
| <b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>              | <b>261,096</b>   | <b>191,822</b>    |
| Transfer from Reserve Funds                                | 438,961          | -                 |
| Transfer to Reserve Fund                                   | (124,794)        | (16,815)          |
| <b>ACCUMULATED SURPLUS, END OF YEAR</b>                    | <b>\$ 23,224</b> | <b>\$ 261,096</b> |

**VILLAGE OF KASLO**  
**SCHEDULE 9 - SANITARY SEWER UTILITY OPERATING FUND**  
**STATEMENT OF FINANCIAL POSITION**  
**As At December 31, 2022**  
**(Unaudited)**

|                               | 2022             | 2021          |
|-------------------------------|------------------|---------------|
| <b>ASSETS</b>                 |                  |               |
| Sewer rates receivable        | \$ 12,936        | \$ 5,921      |
| Inventory                     | 12,904           | 9,798         |
|                               | <b>25,840</b>    | 15,719        |
| <b>LIABILITIES</b>            |                  |               |
| Due to General Operating Fund | 4,958            | 14,911        |
| <b>ACCUMULATED SURPLUS</b>    | <b>\$ 20,882</b> | <b>\$ 808</b> |

**VILLAGE OF KASLO**  
**SCHEDULE 10 - SANITARY SEWER UTILITY OPERATING FUND**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**For the Year Ended December 31, 2022**  
**(Unaudited)**

|   | 2022             | 2021            |
|---|------------------|-----------------|
| <b>REVENUE</b>  |                  |                 |
| Sewer rates and charges   | \$ 149,106       | \$ 136,839      |
| Parcel tax  | 14,018           | 13,048          |
| Conditional grants  | -                | 10,000          |
| Sanidump fees   | 4,640            | 4,695           |
|   | <b>167,764</b>   | <b>164,582</b>  |
| <b>EXPENDITURES</b>   |                  |                 |
| Materials and services  | 30,886           | 49,055          |
| Wages and benefits  | 91,215           | 114,276         |
| Capital expenditures  | 11,500           | 54,708          |
|   | <b>133,601</b>   | <b>218,039</b>  |
| <b>EXCESS OF REVENUE OVER EXPENDITURES</b>                            | <b>34,163</b>    | <b>(53,457)</b> |
| <b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>                         | <b>808</b>       | <b>20,693</b>   |
| Transfer from Sewer Reserve Fund                                      | 1,500            | 54,708          |
| Transfer to Sewer Reserve Fund  | (34,176)         | (33,073)        |
| Transfer from General Operating Fund - Village own connection and use | 9,329            | 10,159          |
| Transfer from General Operating Fund - Allocation from campground     | 9,258            | 1,778           |
| <b>ACCUMULATED SURPLUS, END OF YEAR</b>                               | <b>\$ 20,882</b> | <b>\$ 808</b>   |

**VILLAGE OF KASLO**  
**SCHEDULE 11 - RESERVE FUNDS**  
**STATEMENT OF FINANCIAL POSITION**  
**As At December 31, 2022**  
**(Unaudited)**

|                                    | 2022                | 2021                |
|------------------------------------|---------------------|---------------------|
| <b>FINANCIAL ASSETS</b>            |                     |                     |
| Cash and short-term investments    | \$ 1,850,473        | \$ 1,865,816        |
| Due from General Operating Fund    | -                   | 26,797              |
|                                    | <b>\$ 1,850,473</b> | <b>\$ 1,892,613</b> |
| <b>RESERVE FUNDS</b>               |                     |                     |
| Aerodrome                          | \$ 126,953          | \$ 109,619          |
| Buildings, Vehicles, and Equipment | 40,583              | 21,313              |
| City Hall National Historic Site   | 60,178              | 54,219              |
| Community Works                    | 192,784             | 545,822             |
| Contingency                        | 123,465             | 120,831             |
| Greenhouse Gas Emissions Reduction | 52,466              | 2,383               |
| Kaslo and Area D Arena Property    | 97,155              | 169,105             |
| Kaslo Public Arts                  | 2,814               | 812                 |
| Kemball Memorial Centre            | 37,205              | 12,198              |
| Library                            | 213,953             | 101,111             |
| Recreation, Parks, and Open Spaces | 176,778             | 150,007             |
| Sick Leave Bank and Settlement     | 88,186              | 73,257              |
| Transportation                     | 147,446             | 116,874             |
| Sewer Infrastructure               | 145,466             | 110,815             |
| Water Infrastructure               | 345,041             | 304,247             |
|                                    | <b>\$ 1,850,473</b> | <b>\$ 1,892,613</b> |

**VILLAGE OF KASLO**  
**SCHEDULE 12 - RESERVE FUND**  
**STATEMENT OF TRANSACTIONS**  
For the Year Ended December 31, 2022  
(Unaudited)

|                                       | Balance,<br>Beginning<br>of Year | Contributions     | Transfers<br>to Other<br>Funds | Interest<br>Earned | Balance,<br>End of<br>Year |
|---------------------------------------|----------------------------------|-------------------|--------------------------------|--------------------|----------------------------|
| Aerodrome                             | \$ 109,619                       | \$ 15,639         | \$ -                           | \$ 1,695           | \$ 126,953                 |
| Buildings, Vehicles,<br>and Equipment | 21,313                           | 18,893            | -                              | 377                | 40,583                     |
| City Hall National Historic Site      | 54,219                           | 5,000             | -                              | 959                | 60,178                     |
| Community Works                       | 545,822                          | -                 | (362,511)                      | 9,473              | 192,784                    |
| Contingency                           | 120,831                          | -                 | -                              | 2,634              | 123,465                    |
| Greenhouse Gas Emissions<br>Reduction | 2,383                            | 50,082            | -                              | 1                  | 52,466                     |
| Kaslo and Area D Arena<br>Property    | 169,105                          | 10,000            | (82,904)                       | 954                | 97,155                     |
| Kaslo Public Arts                     | 812                              | 2,000             | -                              | 2                  | 2,814                      |
| Kemball Memorial Centre               | 12,198                           | 25,000            | -                              | 7                  | 37,205                     |
| Library                               | 101,111                          | 111,000           | -                              | 1,842              | 213,953                    |
| Recreation, Parks,<br>Open Spaces     | 150,007                          | 32,357            | (8,892)                        | 3,306              | 176,778                    |
| Sick Leave Bank and<br>Settlement     | 73,257                           | 14,389            | -                              | 540                | 88,186                     |
| Transportation                        | 116,874                          | 28,494            | -                              | 2,078              | 147,446                    |
| Sewer Infrastructure                  | 110,815                          | 34,176            | (1,500)                        | 1,975              | 145,466                    |
| Water Infrastructure                  | 304,247                          | 124,794           | (89,400)                       | 5,400              | 345,041                    |
|                                       | <b>\$ 1,892,613</b>              | <b>\$ 471,824</b> | <b>\$ (545,207)</b>            | <b>\$ 31,243</b>   | <b>\$ 1,850,473</b>        |



**VILLAGE OF KASLO**  
**SCHEDULE 13 - COVID-19 SAFE RESTART GRANT**  
**STATEMENT OF TRANSACTIONS**  
**For the Year Ended December 31, 2022**  
**(Unaudited)**

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|                                     | <b>2022</b>            | <b>2021</b>       |
|-------------------------------------|------------------------|-------------------|
| Opening balance                     | <b>405,615</b>         | \$ -              |
| COVID-19 Safe Restart Grant Revenue | -                      | 480,000           |
| Expenditures                        | <u><b>(49,739)</b></u> | <u>(74,385)</u>   |
| Balance, December 31, 2022          | <u><b>355,876</b></u>  | <u>\$ 405,615</u> |

The Village has expended \$49,739 (2021: \$74,385) of the Provincial COVID-19 safe restart grant funding in the current year. The full amount received during 2020 was recognized in revenue with government transfers - conditional. The remaining unspent funds have been appropriated within the accumulated surplus of the general operating fund to carry forward for use in the subsequent year.

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**The Corporation of the Village of Kaslo**

**Statement of Financial Information (SOFI)**

**REQUIREMENTS FOR FINANCIAL INFORMATION ACT SECTIONS 4 (1) (a) and 4(2) FOR  
THE PERIOD ENDED DECEMBER 31<sup>st</sup>, 2022**

**STATEMENT OF DEBTS**

Information on the Village of Kaslo's outstanding debt is included in Note 7 of the Financial Statements.

**PREPARED UNDER FINANCIAL INFORMATION REGULATION**

**SCHEDULE 1, SECTION 4**

**The Corporation of the Village of Kaslo**

**Statement of Financial Information (SOFI)**

**REQUIREMENTS FOR FINANCIAL INFORMATION ACT SECTION 2 (2) (d) FOR THE  
PERIOD ENDED DECEMBER 31<sup>st</sup>, 2022**

**SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

The municipality has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

**PREPARED UNDER FINANCIAL INFORMATION REGULATION**

**SCHEDULE 1, SECTION 5**

**The Corporation of the Village of Kaslo**

**Statement of Financial Information (SOFI)**

**REQUIREMENTS FOR FINANCIAL INFORMATION ACT SECTION 2 (3) (a) FOR THE  
PERIOD ENDED DECEMBER 31<sup>st</sup>, 2022**

**SCHEDULE OF REMUNERATION**

**1. Council/Elected Officials**

| <b>NAME</b> | <b>Office</b> | <b>Remuneration</b> | <b>Expense</b> |
|-------------|---------------|---------------------|----------------|
| Hewat       | Mayor         | \$ 13,882.44        | \$ 1,051.71    |
| Bird        | Councillor    | \$ 1,202.58         | \$ 653.31      |
| Brown       | Councillor    | \$ 1,202.58         | \$ 653.31      |
| Knoll       | Councillor    | \$ 6,012.90         | \$ 935.91      |
| Lang        | Councillor    | \$ 7,215.48         | \$ 5,307.06    |
| Leathwood   | Councillor    | \$ 7,215.48         | \$ 185.58      |
| VanMill     | Councillor    | \$ 6,012.90         | \$ 2,909.67    |

**2. Other Employees**

| <b>NAME</b>   | <b>Position</b>              | <b>Remuneration</b>  | <b>Expenses</b>     |
|---|------------------------------|----------------------|---------------------|
| Dunlop, Ian   | Chief Administrative Officer | \$ 115,345.05        | \$11,435.80         |
| Allaway, Catherine  | Corporate Officer            | \$ 77,428.31         | \$ 4,006.10         |
| Scott, Geoffrey   | Public Works Foreman         | \$ 83,739.40         | \$ 2,236.13         |
|   |                              |                      |                     |
| Consolidated total of other employees with remuneration and expenses of \$75,000 or less. |                              | \$ 469,944.59        | \$10,461.79         |
| <b>TOTAL</b>  |                              | <b>\$ 746,457.35</b> | <b>\$ 28,139.82</b> |

**PREPARED UNDER FINANCIAL INFORMATION REGULATION**

**SCHEDULE 1, SECTION 6**

**The Corporation of the Village of Kaslo**

**Statement of Financial Information (SOFI)**

**REQUIREMENTS FOR FINANCIAL INFORMATION ACT FOR THE PERIOD ENDED  
DECEMBER 31<sup>st</sup>, 2022**

**STATEMENT OF SEVERANCE AGREEMENTS**

*None*

**PREPARED UNDER FINANCIAL INFORMATION REGULATION**

**SCHEDULE 1, SECTION 6 (7)**

The Corporation of the Village of Kaslo

Statement of Financial Information (SOFI)

REQUIREMENTS FOR FINANCIAL INFORMATION ACT SECTION 2 (3) (b) FOR THE PERIOD  
ENDED DECEMBER 31<sup>st</sup>, 2022

SCHEDULE OF PAYMENTS FOR THE PROVISION OF GOODS AND SERVICES

SUPPLIERS WHO RECEIVED AGGREGATE PAYMENTS EXCEEDING \$25,000

| Vendor # | Name   | Amount                       |
|----------|--|------------------------------|
| 00141    | BRANDT TRACTOR LTD.                              | \$63,203.78                  |
| 00154    | BRENTON INDUSTRIES LTD.                          | 611,566.75                   |
| 00203    | CAPRI CMH INSURANCE SERVICES LTD                 | 94,144.00                    |
| 00240    | CATHRO CONSULTING LTD                            | 39,214.03                    |
| 00050    | FORTIS BC  | 79,401.82                    |
| 00640    | GRANT THORNTON LLP                               | 33,915.00                    |
| 00619    | GREEN FOR LIFE ENVIRONMENTAL INC.                | 77,193.65                    |
| 00787    | HUGHES DIVERSIFIED REFRIGERATION LTD.            | 210,586.54                   |
| 00795    | HUSKY OIL MARKETING COMPANY                      | 44,565.97                    |
| 01011    | KASLO BUILDING MAINTENANCE                       | 40,351.50                    |
| 01039    | KASLO SENIOR CITIZENS ASSOC                      | 79,037.00                    |
| 01061    | KERR WOOD LEIDAL                                 | 116,788.18                   |
| 01163    | LOKI TREE SERVICE                                | 38,062.50                    |
| 01188    | MANULIFE FINANCIAL                               | 37,925.13                    |
| 01256    | MINISTER OF FINANCE                              | 191,282.69                   |
| 01275    | MUNICIPAL FINANCE AUTHORITY OF B.C.              | 28,466.69                    |
| 01227    | MUNICIPAL PENSION PLAN                           | 121,481.50                   |
| 01424    | PBX ENGINEERING LTD.                             | 28,279.97                    |
| 01610    | RECEIVER GENERAL FOR CANADA                      | 228,967.24                   |
| 01625    | REGIONAL DISTRICT OF CENTRAL KOOTENAY            | 630,015.94                   |
| 00192    | RITE-WAY FENCING INC.                            | 38,781.93                    |
| 01669    | ROYAL BANK OF CANADA-VISA                        | 49,624.61                    |
| 01698    | S.D. SICOTTE TRUCKING LTD.                       | 58,028.35                    |
| 01843    | TIMBER RIDGE CONTRACTING LTD.                    | 128,956.91                   |
| 02113    | WEST ARM SILVICULTURE INC                        | 117,642.00                   |
| 02128    | WEST KOOTENAY BOUNDARY REGIONAL HOSPITAL         | 54,515.49                    |
|          | SUPPLIERS WITH PAYMENTS EXCEEDING \$25,000.00    | 3,241,999.17                 |
|          | SUPPLIERS WHERE PAYMENTS ARE \$25,000.00 OR LESS | <u>604,046.28</u>            |
|          | <b>CONSOLIDATED TOTAL</b>                        | <b><u>\$3,846,045.45</u></b> |

PREPARED UNDER FINANCIAL INFORMATION  
REGULATION

SCHEDULE 1, SECTION 7

The Corporation of the Village of Kaslo

Statement of Financial Information (SOFI)

REQUIREMENTS FOR FINANCIAL INFORMATION ACT SECTION 7 (2) (b) FOR THE  
PERIOD ENDED DECEMBER 31<sup>st</sup>, 2022

SCHEDULE OF PAYMENTS FOR THE PURPOSES OF GRANTS OR CONTRIBUTIONS  
(<\$25,000)

| ORGANIZATION  | AMOUNT             |
|---|--------------------|
| <b>MUNICIPAL GRANTS IN AID</b>                      |                    |
| KASLO BASEBALL & SOFTBALL ASSOCIATION               | \$ 500.00          |
| HOSPICE SOCIETY OF NORTH KOOTENAY LAKE              | 350.00             |
| KASLO & AREA YOUTH COUNCIL                          | 500.00             |
| KOOTENAY LAKE INNOVATION CENTRE                     | 350.00             |
| KASLO OUTDOOR RECREATION & TRAILS SOCIETY           | 500.00             |
| KOOTENAY LAKE INDEPENDENT SCHOOL SOCIETY            | 350.00             |
| KASLO & DISTRICT PUBLIC LIBRARY ASSOCIATION         | 500.00             |
| KASLO SEARCH & RESCUE                               | 350.00             |
| KASLO RACQUET CLUB                                  | 350.00             |
| KASLO SENIORS CITIZENS ASSOCIATION                  | 350.00             |
| J.V. HUMPHRIES SCHOOL BURSARY                       | 400.00             |
| LADIES AUXILIARY OF ROYAL CANADIAN LEGION BRANCH 74 | 500.00             |
| <b>RDCK RECREATION GRANTS IN AID</b>                |                    |
| HOSPICE SOCIETY OF NORTH KOOTENAY LAKE              | \$ 500.00          |
| KASLO & AREA YOUTH COUNCIL                          | 1,000.00           |
| KASLO SENIORS CITIZENS ASSOCIATION                  | 500.00             |
| KASLO & DISTRICT PUBLIC LIBRARY ASSOCIATION         | 500.00             |
| KASLO DISC GOLF CLUB                                | 1,000.00           |
| KASLO OUTDOOR RECREATION & TRAILS SOCIETY           | 1,000.00           |
| KOOTENAY LAKE INDEPENDENT SCHOOL SOCIETY            | 1,000.00           |
| KASLO COMMUNITY SERVICES SOCIETY                    | 500.00             |
| KASLO BASEBALL & SOFTBALL ASSOCIATION               | 1,000.00           |
| KASLO SHOW 'N SHINE                                 | 500.00             |
| IDIDARIDE   | 500.00             |
| KASLO RIDING CLUB                                   | 500.00             |
| KASLO RACQUET CLUB                                  | 1,000.00           |
| <b>OTHER GRANTS</b>                                 |                    |
| KASLO AND AREA CHAMBER OF COMMERCE (Grant in aid)   | \$ 7,500.00        |
| <b>TOTAL</b>  | <b>\$22,000.00</b> |

PREPARED UNDER FINANCIAL INFORMATION REGULATION

SCHEDULE 1, SECTION 7

**The Corporation of the Village of Kaslo**

**Statement of Financial Information (SOFI)**

**REQUIREMENTS FOR FINANCIAL INFORMATION ACT FOR THE PERIOD ENDED  
DECEMBER 31<sup>st</sup>, 2022**

**STATEMENT OF FINANCIAL INFORMATION APPROVAL**

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, Subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.

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**Ian Dunlop, Chief Financial Officer**

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**Suzan Hewat, Mayor**

dated this \_\_\_\_ day of \_\_\_\_\_, 2022

**PREPARED UNDER FINANCIAL INFORMATION REGULATION**

**SCHEDULE 1, SECTION 9**



***Financial Information Act***  
**Financial Information Regulation (FIR), Schedule 1**

**Statement of Financial Information (SOFI)**  
**Index to FIR Schedule 1 and the Checklist**

**Page 1: Corporation Information**

**Ministry Information**

**General: Section One**

- 1(1)(a) Statement of assets and liabilities
- 1(1)(b) Operational statement
- 1(1)(c) Schedule of debts
- 1(1)(d) Schedule of guarantee and indemnity agreements
- 1(1)(e) Schedule of employee remuneration and expenses
- 1(1)(f) Schedule of suppliers of goods and services
- 1(2) [Explanatory information for reference]
- 1(3) Statements prepared on a consolidated basis or for each fund
- 1(4) & (5) Notes to the statements and schedules in section 1(1)

**Page 2: Statement of Assets & Liabilities: Section Two**

- 2 Balance sheet
- Changes in equity and surplus or deficit

**Operational Statement: Section Three**

- 3(1) Statement of Income / Statement of Revenue and Expenditures
- Statement of Changes in Financial Position
- 3(2) & (3) Omission of Statement of Changes in Financial Position, with explanation
- 3(4) Requirement for community colleges, school districts and municipalities

**Statement of Debts: Section Four**

- 4(1)(a) & 4(2) List and detail the schedule of long-term debts
- 4(1)(b) Identify debts covered by sinking funds / reserves
- 4(3) & (4) Omission of schedule, with explanation

**Page 3: Schedule of Guarantee and Indemnity Agreements: Section Five**

- 5(1) List agreements under the Guarantees and Indemnities Regulation
- 5(2) State the entities and amounts involved
- 5(3) & (4) Omission of schedule, with explanation

**Page 3 & 4: Schedule of Remuneration and Expenses: Section Six**

- 6(1) [Definitions for reference]
- 6(2)(a) List remuneration / expenses for each elected official, member of board, Cabinet appointees
- 6(2)(b) List each employee with remuneration exceeding \$75,000, plus expenses
- 6(2)(c) Consolidated total for all employees with remuneration of \$75,000 or less
- 6(2)(d) Reconcile difference in total remuneration above with operational statement
- 6(3) Exclude personal information other than as required

**Page 3 & 4: Schedule of Remuneration and Expenses: Section Six (continued)**

- 6(4) & (5) [Explanatory information for reference]
- 6(6) Report employer portion of EI and CPP as a supplier payment
- 6(7)(a) & (b) Statement of severance agreements
- 6(8) Explain an omission of statement of severance agreements
- 6(9) [Statement of severance agreements to minister – not required unless requested]

**Page 4: Schedule of Suppliers of Goods or Services: Section Seven**

- 7(1)(a) List suppliers receiving payments exceeding \$25,000
- 7(1)(b) Consolidated total of all payments of \$25,000 or less
- 7(1)(c) Reconcile difference in total above with operational statement
- 7(2)(a) [Explanatory information for reference]
- 7(2)(b) Statement of payments of grants or contributions
- 7(2)(c) [Explanatory information for reference]

**Page 5: Inactive Corporations: Section Eight**

- 8(1) Ministry to report for inactive corporations
- 8(2)(a) Contents of report – statements and schedules under section 1(1) to extent possible
- 8(2)(b) Contents of report – operational status of corporation

**Approval of Financial Information: Section Nine**

- 9(1) Approval of SOFI for corporations (other than municipalities)
- 9(2) Approval of SOFI for municipalities
- 9(3) Management report
- 9(4) Management report must explain roles and responsibilities
- 9(5) Signature approval is for all contents of the SOFI

**Access to the Financial Information: Section Ten**

- 10(1) to (3) [Explanatory information for reference]

## Financial Information Regulation, Schedule 1

### Checklist – Statement of Financial Information (SOFI)

#### For the Corporation:

Corporate Name: VILLAGE OF KASLO Contact Name: IAN DUNLOP  
 Fiscal Year End: DECEMBER 31, 2021 Phone Number: (250) 353-2311  
 Date Submitted: JULY 29, 2022 E-mail: cao@kaslo.ca

#### For the Ministry:

Ministry Name: \_\_\_\_\_ Reviewer: \_\_\_\_\_  
 Date Received: \_\_\_\_\_ Deficiencies: Yes  No   
 Date Reviewed: \_\_\_\_\_ Deficiencies Addressed: Yes  No   
 Approved (SFO): \_\_\_\_\_ Further Action Taken: \_\_\_\_\_

Distribution: Legislative Library  Ministry Retention

| FIR<br>Schedule 1<br>Section | Item  | Yes                                 | No                       | N/A                      | Comments |
|------------------------------|---|-------------------------------------|--------------------------|--------------------------|----------|
| <b>General</b>               |   |                                     |                          |                          |          |
| 1 (1) (a)                    | Statement of assets and liabilities   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| 1 (1) (b)                    | Operational statement   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| 1 (1) (c)                    | Schedule of debts   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| 1 (1) (d)                    | Schedule of guarantee and indemnity agreements                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| 1 (1) (e)                    | Schedule of employee remuneration and expenses                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| 1 (1) (f)                    | Schedule of suppliers of goods and services                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| 1 (3)                        | Statements prepared on a consolidated basis or for each fund, as appropriate    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| 1 (4)<br>1 (5)               | Notes to the financial statements for the statements and schedules listed above | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |

| FIR<br>Schedule 1<br>Section                 | Item  | Yes                                 | No                       | N/A                                 | Comments |
|--|---|-------------------------------------|--------------------------|-------------------------------------|----------|
| <b>Statement of Assets &amp; Liabilities</b> |   |                                     |                          |                                     |          |
| 2  | <ul style="list-style-type: none"> <li>• A balance sheet prepared in accordance with GAAP or stated accounting principles / policies, and</li> <li>• Show changes in equity and surplus or deficit due to operations</li> </ul>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| <b>Operational Statement</b>                 |   |                                     |                          |                                     |          |
| 3 (1)  | <p>Prepared in accordance with GAAP or stated accounting principles / policies and consists of:</p> <ul style="list-style-type: none"> <li>• a Statement of Income or Statement of Revenue and Expenditures, and</li> <li>• a Statement of Changes in Financial Position</li> </ul> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 3 (2)<br>3 (3)                               | <ul style="list-style-type: none"> <li>• The Statement of Changes in Financial Position may be omitted if it provides no additional information</li> <li>• The omission must be explained in the notes</li> </ul>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 3 (4)  | Community colleges, school districts, and municipalities must prepare a Statement of Changes in Financial Position for the Capital Fund   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| <b>Schedule of Debts</b>                     |   |                                     |                          |                                     |          |
| 4 (1) (a)<br>4 (2)                           | List each long-term debt (secured by debentures, mortgages, bonds, etc.), stating the amount outstanding, the interest rate, and the maturity date  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 4 (1) (b)                                    | Identify debts covered by sinking funds or reserves and amounts in these accounts   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| 4 (3)<br>4 (4)                               | <ul style="list-style-type: none"> <li>• The schedule may be omitted if addressed under section 2 or 5 and it provides no additional information</li> <li>• The omission must be explained in a note to the schedule</li> </ul>   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |

| FIR<br>Schedule 1<br>Section  | Item  | Yes                                 | No                       | N/A                                 | Comments |
|---|---|-------------------------------------|--------------------------|-------------------------------------|----------|
| <b>Schedule of Guarantee and Indemnity Agreements</b>                                       |   |                                     |                          |                                     |          |
| 5 (1)   | List financial agreements that required government approval prior to being given (see Guarantees and Indemnities Regulation in FIA Guidance Package)  | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| 5 (2)   | State the entities involved, and the specific amount involved if known  | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| 5 (3)<br>5 (4)  | <ul style="list-style-type: none"> <li>• The schedule may be omitted if addressed under section 2 or 4 and it provides no additional information</li> <li>• The omission must be explained in a note to the schedule</li> </ul> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| <b>Schedule of Remuneration and Expenses</b><br>(See Guidance Package for suggested format) |   |                                     |                          |                                     |          |
| 6 (2) (a)   | List separately, by name and position, the total remuneration and the total expenses for each elected official, member of the board of directors, and employee appointed by Cabinet   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 6 (2) (b)   | List alphabetically each employee whose total remuneration exceeds \$75,000 and the total expenses for each [excluding the persons listed under 6 (2) (a)]  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 6 (2) (c)   | Include a consolidated total for employees whose remuneration is \$75,000 or less [excluding the persons listed under 6 (2) (a)]  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 6 (2) (d)   | Reconcile or explain any difference between total remuneration in this schedule and related information in the operational statement  | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| 6 (3)   | Exclude personal information other than name, position, function or remuneration and expenses of employees  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |

| FIR<br>Schedule 1<br>Section   | Item   | Yes                                 | No                       | N/A                                 | Comments |
|--|--|-------------------------------------|--------------------------|-------------------------------------|----------|
| <b>Schedule of Remuneration and Expenses</b><br>(See Guidance Package for suggested format)      |  |                                     |                          |                                     |          |
| 6 (6)  | Report the employer portion of EI and CPP as a supplier payment to the Receiver General for Canada rather than as employee remuneration  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 6 (7) (a)<br>6 (7) (b)   | Include a statement of severance agreements providing: <ul style="list-style-type: none"> <li>• the number of severance agreements under which payment commenced in the fiscal year being reported on for non-union employees, and</li> <li>• the range of equivalent months' compensation for them</li> </ul> (see Guidance Package for suggested format) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 6 (8)  | Provide the reason for omitting a statement of severance agreements in a note to the schedule of remuneration and expenses   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| <b>Schedule of Suppliers of Goods or Services</b><br>(See Guidance Package for suggested format) |  |                                     |                          |                                     |          |
| 7 (1) (a)  | List in alphabetical order all suppliers of goods and services who received aggregate payments exceeding \$25,000  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 7 (1) (b)  | Include a consolidated total of all payments to suppliers who received \$25,000 or less  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 7 (1) (c)  | Reconcile or explain any difference between the consolidated total and related figures in the operational statement  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 7 (2) (b)  | Include a statement of payments for the purposes of grants or contributions  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |

| FIR<br>Schedule 1<br>Section             | Item  | Yes                                 | No                       | N/A                                 | Comments |
|--|---|-------------------------------------|--------------------------|-------------------------------------|----------|
| <b>Inactive Corporations</b>             |   |                                     |                          |                                     |          |
| 8 (1)                                    | The ministry reports for the corporation if the corporation is not operating to the extent required to produce a SOFI   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| 8 (2) (a)                                | The ministry's report contains the statements and schedules required under section 1 (1), to the extent possible  | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| 8 (2) (b)                                | The ministry's report contains a statement of the operational status of the corporation (see Guidance Package regarding what to include)  | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| <b>Approval of Financial Information</b> |   |                                     |                          |                                     |          |
| 9 (1)                                    | Corporations other than municipalities – the SOFI is signed as approved by the board of directors or the governing body (see Guidance Package for example)  | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |          |
| 9 (2)                                    | Municipalities – the SOFI is approved by its council and by the officer assigned responsibility for financial administration (see Guidance Package for example)   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 9 (3)                                    | A management report is included, signed by the head and chief financial officer, or by the municipal officer assigned responsibility for financial administration (see examples in annual report at <a href="http://www.gov.bc.ca/cas/popt/">http://www.gov.bc.ca/cas/popt/</a> ) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 9 (4)                                    | The management report explains the roles and responsibilities of the board of directors or governing body, audit committee, management, and the auditors  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |
| 9 (5)                                    | Signature approvals required in section 9 are for each of the statements and schedules of financial information, not just the financial statements  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |          |