



# **DISTRICT OF SOOKE 2022 STATEMENT OF FINANCIAL INFORMATION**

For the year ended December 31, 2022

**Including**

- 2022 Audited Financial Statements
- Schedule of Council Remuneration and Expense Report
- Schedule of Remuneration and Expenses paid to or on behalf of each employee
- Schedule of Payments to Suppliers of Goods and Services
- Schedule of Severance Agreements
- Schedule of Guarantee and Indemnity Agreements

**DISTRICT OF SOOKE**

**Statement of Approval of  
Financial Information**

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*.



\_\_\_\_\_  
Raechel Gray, CPA CMA  
Director of Financial Services  
June 26, 2023



\_\_\_\_\_  
Maja Tait  
Mayor  
June 26, 2023

# DISTRICT OF SOOKE

Statement of Financial Position

For the year ended December 31, 2022

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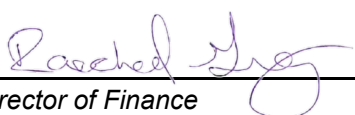
## **MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS**

The accompanying financial statements of District of Sooke (the "District") are the responsibility of management and have been prepared in compliance with applicable legislation, and in accordance with public sector accounting standards for governments as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in note 1 to the financial statements. The preparation of 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.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by the District. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the District's financial statements.

  
\_\_\_\_\_  
*Director of Finance*



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800-730 View Street  
Victoria V8W 3Y7  
Canada  
Telephone (250) 480-3500  
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## INDEPENDENT AUDITOR'S REPORT

To the Mayor and Councillors of the District of Sooke

### ***Opinion***

We have audited the financial statements of the District of Sooke (the "Entity"), which comprise:

- the statement of financial position as at December 31, 2022
- the statement of operations for the year then ended
- the statement of change in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements".)

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at end of December 31, 2022, and its results of operations, its changes in net financial assets and its cash flows for the years then ended in accordance with Canadian public sector 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 auditor's report.

We are independent of the Entity 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.



## ***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.

In preparing the financial statements, management is responsible for assessing the Entity'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 Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity'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 the 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 Entity's internal control.



District of Sooke

- 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 Entity'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 Entity 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.
- 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.

*KPMG LLP*

Chartered Professional Accountants

Victoria, Canada  
May 8, 2023

# DISTRICT OF SOOKE

## Statement of Financial Position

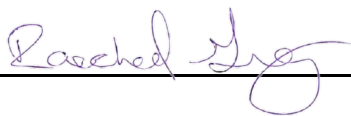
December 31, 2022, with comparative information for 2021

|  | 2022                  | 2021                  |
|--|-----------------------|-----------------------|
| <b>Financial assets:</b>                 |                       |                       |
| Cash and cash equivalents (note 2)       | \$ 30,225,368         | \$ 28,160,972         |
| Property taxes receivable                | 1,021,739             | 655,344               |
| Accounts receivable                      | 631,581               | 1,858,081             |
| Other assets (note 10(a))                | 150,049               | 146,768               |
|  | <u>32,028,737</u>     | <u>30,821,165</u>     |
| <b>Financial liabilities:</b>            |                       |                       |
| Accounts payable and accrued liabilities | 3,133,238             | 4,645,047             |
| Deposits                                 | 4,728,262             | 2,721,128             |
| Deferred revenue (note 3)                | 14,012,155            | 12,160,376            |
| Employee benefit obligations (note 4)    | 412,932               | 407,047               |
| Long-term liabilities (note 5)           | 3,005,680             | 3,749,539             |
|  | <u>25,292,267</u>     | <u>23,683,137</u>     |
| <b>Net financial assets</b>              | <b>6,736,470</b>      | <b>7,138,028</b>      |
| <b>Non-financial assets:</b>             |                       |                       |
| Tangible capital assets (note 6)         | 132,718,897           | 121,095,400           |
| Prepaid expenses                         | 229,193               | 218,860               |
|  | <u>132,948,090</u>    | <u>121,314,260</u>    |
| <b>Accumulated surplus (note 7)</b>      | <b>\$ 139,684,560</b> | <b>\$ 128,452,288</b> |

Commitments and contingent liabilities (note 10)

The accompanying notes are an integral part of these financial statements.

On behalf of the District:



Director of Finance



# DISTRICT OF SOOKE

## Statement of Operations

Year ended December 31, 2022, with comparative information for 2021

|   | Financial Plan<br>(note 11) | 2022           | 2021           |
|---|-----------------------------|----------------|----------------|
| Revenue:  |                             |                |                |
| Net taxes available for municipal purposes (note 8) | \$ 10,279,791               | \$ 10,333,118  | \$ 9,445,068   |
| Sales and user fees                                 | 97,750                      | 299,664        | 304,309        |
| Government transfers (note 9)                       | 5,938,378                   | 2,971,957      | 3,767,176      |
| Investment income                                   | 244,000                     | 586,159        | 558,343        |
| Penalties and fines                                 | 160,000                     | 207,091        | 181,953        |
| Licenses and permits                                | 939,544                     | 1,353,473      | 1,347,588      |
| Lease and rental                                    | -                           | -              | 3,600          |
| Donations and contributions                         | 680,000                     | 10,334,745     | 3,449,241      |
| Developer cost charges                              | -                           | -              | 1,375,878      |
| Sewer operating revenue                             | 2,871,340                   | 2,925,801      | 2,871,248      |
| Casino revenue sharing                              | 260,000                     | 278,955        | 141,056        |
| Total revenue                                       | 21,470,803                  | 29,290,963     | 23,445,460     |
| Expenses:   |                             |                |                |
| General government                                  | 3,434,887                   | 4,170,680      | 3,523,695      |
| Protective services                                 | 6,037,271                   | 5,087,531      | 4,618,914      |
| Development service                                 | 4,930,340                   | 5,775,878      | 5,439,842      |
| Sewer   | 2,527,991                   | 3,024,602      | 2,997,718      |
| Total expenses                                      | 16,930,489                  | 18,058,691     | 16,580,169     |
| Annual surplus                                      | 4,540,314                   | 11,232,272     | 6,865,291      |
| Accumulated surplus, beginning of year              | 128,452,288                 | 128,452,288    | 121,586,997    |
| Accumulated surplus, end of year                    | \$ 132,992,602              | \$ 139,684,560 | \$ 128,452,288 |

The accompanying notes are an integral part of these financial statements.

# DISTRICT OF SOOKE

## Statement of Change in Net Financial Assets

Year ended December 31, 2022, with comparative information for 2021

|  | Financial Plan<br>(note 11) | 2022          | 2021         |
|--|-----------------------------|---------------|--------------|
| Annual surplus                                     | \$ 4,540,314                | \$ 11,232,272 | \$ 6,865,291 |
| Acquisition of tangible capital assets             | (11,737,000)                | (4,565,750)   | (4,440,512)  |
| Developer contributions of tangible capital assets | -                           | (10,334,745)  | (3,449,241)  |
| Amortization of tangible capital assets            | 2,977,828                   | 3,192,185     | 2,944,702    |
| Loss on disposal of tangible capital assets        | -                           | 84,813        | 38,610       |
|  | (8,759,172)                 | (11,623,497)  | (4,906,441)  |
| Acquisition of prepaid expenses                    | -                           | (10,333)      | (58,812)     |
| Change in net debt                                 | (4,218,858)                 | (401,558)     | 1,900,038    |
| Net financial assets, beginning of year            | 6,612,516                   | 7,138,028     | 5,237,990    |
| Net financial assets, end of year                  | \$ 2,393,658                | \$ 6,736,470  | \$ 7,138,028 |

The accompanying notes are an integral part of these financial statements.

# DISTRICT OF SOOKE

## Statement of Cash Flows

Year ended December 31, 2022, with comparative information for 2021

|   | 2022          | 2021          |
|---|---------------|---------------|
| Cash provided by (used in):                           |               |               |
| <b>Operating activities:</b>                          |               |               |
| Annual surplus  | \$ 11,232,272 | \$ 6,865,291  |
| Items not involving cash:                             |               |               |
| Developer contributions of tangible capital assets    | (10,334,745)  | (3,449,241)   |
| Amortization of tangible capital assets               | 3,192,185     | 2,944,702     |
| Loss on disposal of tangible capital assets           | 84,813        | 38,610        |
| Actuarial adjustment on debt                          | (254,152)     | (235,099)     |
| Changes in non-cash operating assets and liabilities: |               |               |
| Property taxes receivable                             | (366,395)     | 158,018       |
| Accounts receivable                                   | 1,226,500     | (1,434,546)   |
| Other assets  | (3,281)       | (2,456)       |
| Accounts payable and accrued liabilities              | (1,511,809)   | 577,798       |
| Deposits  | 2,007,134     | 339,591       |
| Employee benefit obligations                          | 5,885         | 22,706        |
| Deferred revenue                                      | 1,851,779     | 6,150,631     |
| Prepaid expenses                                      | (10,333)      | (58,812)      |
|   | 7,119,853     | 11,917,193    |
| <b>Capital activities:</b>                            |               |               |
| Acquisition of tangible capital assets                | (4,565,750)   | (4,440,512)   |
|   | (4,565,750)   | (4,440,512)   |
| <b>Financing activities:</b>                          |               |               |
| Debt payments   | (489,707)     | (715,210)     |
|   | (489,707)     | (715,210)     |
| Increase in cash and cash equivalents                 | 2,064,396     | 6,761,471     |
| Cash and cash equivalents, beginning of year          | 28,160,972    | 21,399,501    |
| Cash and cash equivalents, end of year                | \$ 30,225,368 | \$ 28,160,972 |

The accompanying notes are an integral part of these financial statements.

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2022

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District of Sooke (the "District") is a municipality in the Province of British Columbia and operates under the provisions of the Local Government Act and the Community Charter of British Columbia.

The District provides municipal services such as fire, public works, engineering, planning, parks, recreation, community development, and other general government operations.

### 1. Significant accounting policies:

The financial statements of the District are prepared by management in accordance with Canadian public sector accounting standards for governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the District are as follows:

(a) Reporting entity:

The financial statements include a combination of all the assets, liabilities, accumulated surplus, revenues and expenses of all of the District's activities and funds. Inter-departmental balances and organizational transactions have been eliminated.

The District does not control any significant external entities and accordingly no entities have been consolidated with the financial statements.

(b) Basis of accounting:

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Government transfers:

Government transfers without stipulations restricting their use are recognized in the financial statements as revenue in the period in which the transfers are authorized, any eligibility criteria are met, and reasonable estimates of the amounts can be made. Government transfers with stipulations restricting their use are recognized in the financial statements as revenues in the period in which the eligible expenditures are incurred, or stipulations are met, providing they are authorized and eligibility criteria are met.

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 1. Significant accounting policies (continued):

### (d) Deferred revenue:

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, prepaid property taxes and certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired, thereby extinguishing the related liability.

Development cost charges are amounts which are restricted by government legislation or agreement with external parties. When qualifying expenditures are incurred development cost charges are recognized as revenue in amounts which equal the associated expenses.

### (e) Property tax revenue:

Property tax revenue is recognized on the accrual basis using the approved tax rates and the anticipated assessment related to the current year.

### (f) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

### (g) Deposits:

Receipts restricted by third parties are deferred and reported as deposits under certain circumstances. Deposits are returned when the third party meets their obligations or the deposits are recognized as revenue when qualifying expenditures are incurred.

### (h) Cash and cash equivalents:

Cash and cash equivalents include investments in the Municipal Finance Authority of British Columbia ("MFA") pooled investment funds and are recorded at cost plus earnings reinvested in the funds.

### (i) Long-term debt:

Long-term debt is recorded net of related payments and actuarial earnings.

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 1. Significant accounting policies (continued):

(j) Employee future benefits:

The District and its employees make contributions to the Municipal Pension Plan. These contributions are expensed as incurred.

Sick leave and other retirement benefits are also available to the District's employees. The costs of these benefits are determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

(k) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

| Asset                             | Useful life - years |
|-----------------------------------|---------------------|
| Land improvements                 | 10 - 50             |
| Buildings                         | 25 - 40             |
| Equipment, furniture and vehicles | 4 - 25              |
| Roads and sidewalks               | 25 - 75             |
| Storm sewer                       | 60                  |
| Sanitary sewer                    | 25 - 60             |

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Amortization is charged annually, including in the year of acquisition and disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the District's ability to provide goods and services, or when the value of the future economic benefits associated with the asset are less than the book value of the asset.

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 1. Significant accounting policies (continued):

### (k) Non-financial assets (continued):

#### (ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

#### (iii) Works of art and cultural and historic assets:

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

#### (iv) Interest capitalization:

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

#### (v) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

### (l) Contaminated sites:

The District records a liability in its financial statements when contamination on non-active property exceeds an accepted environmental standard and the District is directly responsible, or accepts responsibility for, the damage. The liability is measured at the District's best estimate of the costs directly attributable to remediation of the contamination. No contaminated sites liabilities have been recorded in these financial statements.

### (m) Use of estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Estimates include assumptions used in estimating historical cost and useful lives of tangible capital assets and estimating provisions for accrued liabilities including employee future benefits. Actual results could differ from these estimates.

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 2. Cash and cash equivalents:

|   | 2022                 | 2021                 |
|---|----------------------|----------------------|
| Bank deposits                                       | \$ 3,211,933         | \$ 4,025,678         |
| Municipal Finance Authority Pooled Investment Funds | 27,013,435           | 24,135,294           |
|   | <u>\$ 30,225,368</u> | <u>\$ 28,160,972</u> |

## 3. Deferred revenue:

|                          | 2022                 | 2021                 |
|--------------------------|----------------------|----------------------|
| Prepaid property taxes   | \$ 1,230,859         | \$ 1,118,671         |
| Development cost charges | 6,917,952            | 5,253,300            |
| Other deferred revenue   | 5,863,344            | 5,788,405            |
| Total deferred revenue   | <u>\$ 14,012,155</u> | <u>\$ 12,160,376</u> |

Included in other deferred revenue are business licenses and building permits.

### Development Cost Charges

|   | 2022                | 2021                |
|---|---------------------|---------------------|
| Opening balance of unspent funds                  | \$ 5,253,300        | \$ 5,040,925        |
| Add:  |                     |                     |
| Development cost charges received during the year | 1,612,712           | 1,507,705           |
| Interest earned                                   | 51,940              | 80,548              |
|   | <u>1,664,652</u>    | <u>1,588,253</u>    |
|   | 6,917,952           | 6,629,178           |
| Less amount recorded as revenue                   | -                   | (1,375,878)         |
| Closing balance of unspent funds                  | <u>\$ 6,917,952</u> | <u>\$ 5,253,300</u> |



# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 4. Employee benefit obligations:

|                            | 2022              | 2021              |
|----------------------------|-------------------|-------------------|
| Accrued vacation           | \$ 100,610        | \$ 79,640         |
| Other contract obligations | 312,322           | 327,407           |
|                            | <u>\$ 412,932</u> | <u>\$ 407,047</u> |

Employee benefit obligations represent accrued benefits as at December 31, 2022. Accrued vacation is the amount of vacation entitlement carried forward into the next year. Other contract obligations include banked overtime payable to the District's employees, accumulated sick leave banks, separation agreement obligations and retirement benefits for possible drawdown at future dates. Sick leave entitlements may only be used while employed by the District and are not paid out upon retirement or termination of employment.

### Municipal Pension Plan

The District 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 administering the plan, including investment of the assets and administration of benefits. The plan is a multi employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2021, the plan has 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 the average future entrants to the plan. This rate may 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.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension 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.

The District paid \$541,178 (2021 - \$519,550) for employer contributions to the Plan in fiscal 2022, while employees contributed \$474,8590 (2021 - \$440,120) to the plan in fiscal 2022.

The next valuation will be as at December 31, 2024, with results available in 2025.

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 5. Long-term liabilities:

|  | 2022         | 2021         |
|--|--------------|--------------|
| Tax supported debt bearing interest at 4.52% and matures in 2027 (ladder truck)              | \$ 193,142   | \$ 219,061   |
| Debt for sewer capital project bearing interest at 4.43% and matures in 2026                 | 2,298,831    | 2,802,486    |
| MFA Equipment Loan (Water Tender Truck) bearing annual variable interest and matures in 2024 | 83,392       | 153,683      |
| MFA Equipment Loan (Engine 1A) bearing annual variable interest and maturing in 2025         | 178,710      | 250,164      |
| MFA Equipment Loan (Engine 1B) bearing annual variable interest and maturing in 2025         | 251,605      | 324,145      |
| Long-term liabilities  | \$ 3,005,680 | \$ 3,749,539 |

(a) Debt:

The loan agreements with the Capital Regional District ("CRD") and the MFA provide that if, at any time, the scheduled payments provided for in the agreements are not sufficient to meet the MFA's obligations in respect of such borrowings, the resulting deficiency becomes a liability of the District.

The District issues its debt through the MFA. Debt is issued on a sinking fund basis, whereby the MFA invests the District's principal payments so that the payments, plus investment income, will equal the original outstanding debt amount at the end of the repayment period. The gross value of debt at December 31, 2022 and 2021 is \$9,417,101.

(b) The aggregate amount of principal payments required on the District's long term debt during each of the next five years are as follows:

|      |            |
|------|------------|
| 2023 | \$ 547,560 |
| 2024 | 478,754    |
| 2025 | 431,892    |
| 2026 | 321,146    |
| 2027 | 25,626     |

(c) Total interest expense on long-term debt for the year ending December 31, 2022 amounted to \$173,625 (2021 - \$167,884).

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 6. Tangible capital assets:

|                                  | Land         | Land improvements | Buildings | Equipment, furniture and vehicles | Roads, Bridges and sidewalks | Storm sewer | Sanitary sewer | Work in progress | Total 2022    | Total 2021    |
|----------------------------------|--------------|-------------------|-----------|-----------------------------------|------------------------------|-------------|----------------|------------------|---------------|---------------|
| <b>Cost:</b>                     |              |                   |           |                                   |                              |             |                |                  |               |               |
| Balance, beginning of year       | \$42,701,175 | 8,206,955         | 4,414,168 | 7,562,148                         | 59,479,630                   | 15,249,778  | 29,422,528     | 4,268,154        | \$171,304,536 | \$163,697,281 |
| Additions                        | 7,145,115    | 1,847,714         | 719,095   | 224,007                           | 1,075,494                    | 1,472,234   | 504,905        | 1,911,931        | 14,900,495    | 7,889,753     |
| Transfers                        | -            | -                 | -         | -                                 | 4,069,169                    | -           | -              | (4,069,169)      | -             | -             |
| Disposals                        | -            | -                 | -         | -                                 | (84,813)                     | -           | -              | -                | (84,813)      | (282,498)     |
| Balance, end of year             | 49,846,290   | 10,054,669        | 5,133,263 | 7,786,155                         | 64,539,480                   | 16,722,012  | 29,927,433     | 2,110,916        | 186,120,218   | 171,304,536   |
| <b>Accumulated amortization:</b> |              |                   |           |                                   |                              |             |                |                  |               |               |
| Balance, beginning of year       | -            | 4,099,390         | 2,968,151 | 3,872,414                         | 29,222,580                   | 2,454,495   | 7,592,106      | -                | 50,209,136    | 47,508,322    |
| Disposals                        | -            | -                 | -         | -                                 | -                            | -           | -              | -                | -             | (243,888)     |
| Amortization                     | -            | 358,594           | 121,129   | 356,005                           | 1,588,325                    | 201,421     | 566,711        | -                | 3,192,185     | 2,944,702     |
| Balance, end of year             | -            | 4,457,984         | 3,089,280 | 4,228,419                         | 30,810,905                   | 2,655,916   | 8,158,817      | -                | 53,401,321    | 50,209,136    |
| Net book value, end of year      | \$49,846,290 | 5,596,685         | 2,043,983 | 3,557,736                         | 33,728,575                   | 14,066,096  | 21,768,616     | 2,110,916        | \$132,718,897 | \$121,095,400 |

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 6. Tangible capital assets (continued):

(a) Work in progress:

Work in progress having a value of \$2,110,916 (2021 - \$4,268,154) has not been amortized. Amortization of these assets will commence when the asset is available for service.

(b) Contributed tangible capital assets:

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed capital assets received during the year is \$10,334,745 (2021 - \$3,449,241) comprised of land (\$7,145,115), land improvements (\$280,500), roads and sidewalks (\$1,661,240), storm sewer (\$799,100), sanitary sewer (\$448,790).

(c) Tangible capital assets disclosed at nominal values:

Where an estimate of fair value could not be made, the tangible capital asset has been recognized at a nominal value.

(d) Works of art and historical treasures:

The District manages and controls various works of art and non-operational historical cultural assets including buildings, artifacts, paintings and sculptures located at District sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

(e) Write-down of tangible capital assets:

No write-down of tangible capital assets occurred during the year.

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 7. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

|  | 2022                 | 2021                 |
|--|----------------------|----------------------|
| <b>Surplus:</b>                              |                      |                      |
| Equity in tangible capital assets            | \$129,713,217        | \$117,345,861        |
| Operating Fund                               | 1,108,855            | 999,323              |
| <b>Total surplus</b>                         | <b>130,822,072</b>   | <b>118,345,184</b>   |
| <b>Reserve Funds:</b>                        |                      |                      |
| COVID-19 Safe Restart Reserve                | 1,826,877            | 2,513,766            |
| Sewer Reserve Fund                           | 1,663,043            | 1,616,130            |
| Gas Tax Reserve                              | 1,621,372            | 1,834,077            |
| Capital Asset Replacement Reserve            | 793,197              | 837,244              |
| Playing Field Reserve                        | 197,175              | 429,042              |
| Future Policing Costs Reserve                | 361,653              | 529,816              |
| Parkland Reserve                             | 304,414              | 301,430              |
| Seniors/Youth Centre Reserve                 | 89,900               | 188,742              |
| Future Road Liabilities Reserve              | 375,199              | 375,199              |
| Emergency Road Repair / Snow Removal Reserve | 139,312              | 188,578              |
| Casino Revenue Reserve                       | 203,857              | 156,517              |
| Affordable Housing Reserve                   | 300,660              | 143,242              |
| Capital Improvement Financing Reserve        | 134,478              | 121,278              |
| Land (Non-park) Reserve                      | 104,471              | 103,447              |
| SPA Revenue Reserve                          | 142,051              | 120,805              |
| Fire Equipment Reserve                       | 111,017              | 177,334              |
| Revenue Smoothing Reserve                    | 71,000               | 71,000               |
| Frontage Improvements Reserve                | 66,536               | 66,536               |
| Community Amenities Reserve                  | 60,456               | 59,864               |
| Property Tax Stabilization Reserve           | 51,000               | 51,000               |
| Sewer Expansion Reserve                      | 51,457               | 50,952               |
| Capital Works Reserve                        | 89,539               | 68,857               |
| Risk Management Reserve                      | 30,870               | 30,870               |
| Harbour Park Reserve                         | 26,992               | 22,742               |
| Carbon Tax Rebate Reserve                    | 18,092               | 17,916               |
| Tree Reserve                                 | 11,150               | 14,000               |
| Knott / Demamiel Watershed Reserve           | 6,700                | 6,700                |
| Marine Boardwalk Reserve                     | 5,520                | 5,520                |
| Street Lighting Reserve                      | 4,000                | 4,000                |
| Banner Contributions Reserve                 | 500                  | 500                  |
| <b>Total reserve funds</b>                   | <b>8,862,488</b>     | <b>10,107,104</b>    |
|  | <b>\$139,684,560</b> | <b>\$128,452,288</b> |

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 8. Taxation:

As well as taxes for its own purposes, the District is required to collect taxes on behalf of, and transfer these amounts to, the government agencies noted below. Taxes levied over or under the amounts requisitioned are recorded as accounts payable or receivable.

|  | 2022                 | 2021                |
|--|----------------------|---------------------|
| Taxes:                                     |                      |                     |
| Property tax                               | \$ 22,836,710        | \$ 20,638,949       |
| Payments in lieu of taxes                  | 40,172               | 46,264              |
| 1% Utility tax                             | 201,418              | 183,516             |
|  | <u>23,078,300</u>    | <u>20,868,729</u>   |
| Less taxes levied on behalf of:            |                      |                     |
| Provincial government - school taxes       | 6,374,165            | 5,636,503           |
| Capital Regional District                  | 3,780,265            | 3,455,856           |
| Capital Regional Hospital District         | 725,588              | 691,201             |
| Municipal Finance Authority                | 1,037                | 765                 |
| BC Assessment Authority                    | 187,289              | 161,910             |
| BC Transit Authority                       | 916,663              | 764,800             |
| Vancouver Island Regional Library          | 760,176              | 712,626             |
|  | <u>12,745,183</u>    | <u>11,423,661</u>   |
| Net taxes available for municipal purposes | <u>\$ 10,333,117</u> | <u>\$ 9,445,068</u> |

## 9. Government transfers:

The government transfers reported on the Statement of Operations are:

|   | 2022                | 2021                |
|---|---------------------|---------------------|
| Provincial Small Community Protection         | \$ 291,000          | \$ 305,000          |
| Provincial Traffic Fine Revenue               | 82,352              | 90,808              |
| Gas Tax Agreement Funds                       | 630,079             | 1,232,702           |
| Ministry of Transportation and Infrastructure | 1,518,817           | 2,088,655           |
| Other   | 449,709             | 50,011              |
|   | <u>\$ 2,971,957</u> | <u>\$ 3,767,176</u> |

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 10. Commitments and contingent liabilities:

In the normal course of business, the District enters into commitments for both capital and operational expenses. These commitments have been budgeted for within the appropriate annual financial plan and have been approved by Council.

(a) Municipal Finance Authority debt reserve fund deposits:

Under borrowing arrangements with the MFA, the District is required to lodge security by means of demand notes and interest-bearing cash deposits based on the amount of the borrowing. As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA as a debt reserve fund. These deposits totaling \$150,049 (2021 - \$146,869) are included in the District's financial assets as other assets and are held by the MFA as security against the possibility of debt repayment default. If the debt is repaid without default, the deposits are refunded to the District. At December 31, 2022 there were contingent demand notes of \$272,296 (2021 - \$272,296) which are not included in the financial statements of the District.

(b) The CRD debt, under the provision of the Local Government Act, is a direct, joint and several liability of the CRD and each member municipality within the CRD, including the District.

(c) The District is a shareholder and member of the Capital Regional Emergency Service Telecommunications ("CREST") Incorporated whose services provide centralized emergency communications, and related public safety information services to municipalities, regional districts, the provincial and federal governments and their agencies, and emergency service organizations throughout the Greater Victoria region and the Gulf Islands. Members' obligations to share in funding ongoing operations and any additional costs relating to capital assets are to be contributed pursuant to a Members' Agreement.

(d) As part of the normal course of business, the District has entered into various agreements and contracts for services with periods ranging up to five years. These amounts will be recorded in the accounts in the period that the goods and services are received.

(e) The District entered into a long-term contract with the Royal Canadian Mounted Police for the provision of police services effective April 1, 2002. Under the terms of this contract, the District is responsible for 70% of policing costs to March 30, 2022 and 90% as of April 1, 2022. At full strength (14 members) the 2023 estimated cost of this contract is \$3,030,956.

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 10. Commitments and contingent liabilities (continued):

- (f) The District is a defendant in various lawsuits. The District records an accrual in respect of legal claims that are likely to be successful and for which a liability amount is reasonably determinable. The remaining claims, should they be successful as a result of litigation, will be recorded when a liability is likely and determinable. The District is covered through an independent insurance program against certain claims.

The District is self-insured for general liability claims through membership in the Municipal Insurance Association of British Columbia, a reciprocal insurance exchange. Under this program, member municipalities jointly share claims against any member in excess of their deductible. Should the Association pay out claims in excess of premiums received, it is possible that the District, along with the other participants, would be required to contribute towards the deficit. The District's deductible is \$10,000.

## 11. Financial plan data:

The financial plan data presented in these financial statements is based upon the 2022 operating and capital financial plans approved by Council on December 13, 2021. Amortization is included in the plan. The following reconciles the approved financial plan to the figures reported in these financial statements.

|  | Financial plan amount |
|--|-----------------------|
| Revenues:                              |                       |
| Financial plan, as approved by Council | \$ 31,508,356         |
| Financial plan, as approved by Council | 31,508,356            |
| Less:                                  |                       |
| Transfers from other funds             | 6,379,725             |
| DCC Funds                              | 680,000               |
| Amortization offset                    | 2,977,828             |
| Total revenue                          | 21,470,803            |
| Expenses:                              |                       |
| Financial plan, as approved by Council | 31,508,356            |
| Financial plan, as approved by Council | 31,508,356            |
| Less:                                  |                       |
| Capital expenditures                   | 11,737,000            |
| Transfer to other reserves             | 2,099,068             |
| Debt principal payments                | 741,799               |
| Total expenses                         | 16,930,489            |
| Annual surplus                         | \$ 4,540,314          |



# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 11. Financial plan data (continued):

The annual surplus above includes the impact of amortization and represents the planned results of operations prior to budgeted transfers between reserve funds, debt repayments and capital expenditures.

## 12. Segmented information:

The District is a diversified municipal organization that provides a wide range of services to its citizens. For management reporting purposes, the District's operations and activities are organized and reported by service areas. Municipal services are provided by departments and their activities are reported in these service areas. Service areas that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

### (a) General Government:

General government is comprised of Corporate Services, Finance, Human Resources and Information Technology. This segment also includes any other functions categorized as non-departmental.

### (b) Protective services:

Protective services is comprised of three different functions, including the District's emergency management, fire, and police services. The emergency management agency prepares the District to be more prepared and able to respond to, recover from, and be aware of, the devastating effects of a disaster or major catastrophic event that will impact the community. The fire department is responsible for providing critical, life-saving services in preventing or minimizing the loss of life and property from fire and natural or man-made emergencies. Policing services are provided to the District under a long term agreement with the Royal Canadian Mounted Police.

### (c) Development Services:

Development Services includes Engineering, Community Spaces, Building Inspection, Planning and Development and Geographic Information Services.

Engineering is responsible for the planning, design and construction of the District's infrastructure. This department, working closely with the Planning Department, ensures that the District is developed in a fashion consistent with the Official Community Plan while at the same time making sure that good engineering practices are maintained.

Community Spaces is responsible for the construction and maintenance of the District's parks and greenspaces. This includes formal parks such as Ed Macgregor Park and the Marine Boardwalk, local play parks and numerous natural areas such as Whiffin Spit Park.

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 12. Segmented information (continued):

### (c) Development Services (continued):

Planning and development is responsible for the District's community planning goals and economic development through the official community plan, and other policy initiatives.

Geographic Information Services provides asset management, mapping and property information to District of Sooke staff and to the public.

### (d) Sewer:

The sewer protects the environment and human health from the impacts of liquid wastes generated as a result of human occupation and development in the District.

Certain allocation methodologies have been employed in the preparation of the segmented financial information. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 1.

| 2022                            | General<br>Government | Protective<br>Services | Development         | Sewer             | Total                |
|---------------------------------|-----------------------|------------------------|---------------------|-------------------|----------------------|
| <b>Revenue:</b>                 |                       |                        |                     |                   |                      |
| Taxation                        | \$ 10,333,118         | \$ -                   | \$ -                | \$ -              | \$ 10,333,118        |
| User charges                    | 312,913               | 19,612                 | 1,353,474           | 2,925,800         | 4,611,799            |
| Government transfers            | 30,587                | 373,352                | 2,277,097           | 290,921           | 2,971,957            |
| Investment income               | 586,159               | -                      | -                   | -                 | 586,159              |
| Other                           | 453,185               | -                      | 10,334,745          | -                 | 10,787,930           |
| <b>Total revenue</b>            | <b>11,715,962</b>     | <b>392,964</b>         | <b>13,965,316</b>   | <b>3,216,721</b>  | <b>29,290,963</b>    |
| <b>Expenses:</b>                |                       |                        |                     |                   |                      |
| Salaries and wages              | 1,975,500             | 1,970,633              | 2,830,008           | 730,493           | 7,506,634            |
| Contracted and general services | 793,272               | 2,265,716              | 547,214             | 922,983           | 4,529,185            |
| Supplies and materials          | 1,266,858             | 472,036                | 451,736             | 452,511           | 2,643,141            |
| Interest and bank charges       | 13,920                | 23,143                 | -                   | 150,483           | 187,546              |
| Amortization                    | 121,129               | 356,005                | 1,946,919           | 768,132           | 3,192,185            |
| <b>Total expenses</b>           | <b>4,170,679</b>      | <b>5,087,533</b>       | <b>5,775,877</b>    | <b>3,024,602</b>  | <b>18,058,691</b>    |
| <b>Annual surplus (deficit)</b> | <b>\$ 7,545,283</b>   | <b>\$ (4,694,569)</b>  | <b>\$ 8,189,439</b> | <b>\$ 192,119</b> | <b>\$ 11,232,272</b> |

# DISTRICT OF SOOKE

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 12. Segmented information (continued):

| 2021                               | General<br>Government | Protective<br>Services | Development  | Sewer      | Total        |
|------------------------------------|-----------------------|------------------------|--------------|------------|--------------|
| <b>Revenue:</b>                    |                       |                        |              |            |              |
| Taxation                           | \$ 9,445,068          | \$ -                   | \$ -         | \$ -       | \$ 9,445,068 |
| User charges                       | 313,159               | 195,363                | 1,347,588    | 2,871,248  | 4,727,358    |
| Government transfers               | 355,010               | 551,353                | 2,633,785    | 227,028    | 3,767,176    |
| Investment income                  | 558,343               | -                      | -            | -          | 558,343      |
| Other                              | 122,401               | -                      | 4,825,114    | -          | 4,947,515    |
| Total revenue                      | 10,793,981            | 746,716                | 8,806,487    | 3,098,276  | 23,445,460   |
| <b>Expenses:</b>                   |                       |                        |              |            |              |
| Salaries and wages                 | 1,848,895             | 1,469,521              | 2,453,243    | 705,577    | 6,477,236    |
| Contracted and general<br>services | 620,067               | 2,325,443              | 728,734      | 1,021,443  | 4,695,687    |
| Supplies and materials             | 930,221               | 519,494                | 460,262      | 370,316    | 2,280,293    |
| Interest and bank<br>charges       | 10,293                | 21,830                 | -            | 150,128    | 182,251      |
| Amortization                       | 114,072               | 282,774                | 1,797,601    | 750,255    | 2,944,702    |
| Total expenses                     | 3,523,548             | 4,619,062              | 5,439,840    | 2,997,719  | 16,580,169   |
| Annual surplus (deficit)           | \$ 7,270,433          | \$ (3,872,346)         | \$ 3,366,647 | \$ 100,557 | \$ 6,865,291 |

# DISTRICT OF SOOKE

## COVID-19 Safe Restart Grant

Year ended December 31, 2022  
(Unaudited)

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|  |    |           |
|--|----|-----------|
| Balance, January 1, 2022   | \$ | 2,513,766 |
| Computer and other electronic technology costs (to improve interconnectivity and virtual communications) |    | (28,563)  |
| Services for vulnerable persons (e.g. persons living with disabilities or mental illness)                |    | (30,000)  |
| Addressing revenue shortfalls  |    | -         |
| Bylaw enforcement and protective services such as fire protection and police                             |    | -         |
| Facility reopening and response costs; emergency planning and response costs                             |    | (651,298) |
| <hr/>  |    |           |
| Total eligible costs incurred  |    | (709,861) |
| Interest earned  |    | 22,972    |
| <hr/>  |    |           |
| Balance, December 31, 2022   | \$ | 1,826,877 |

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# DISTRICT OF SOOKE

Statement of Financial Information for the year ended December 31, 2022  
Remuneration, Wages and Expenses

| Name              | Position   | Remuneration      | Expenses         |
|-------------------|------------|-------------------|------------------|
| Tait, Maja        | Mayor      | \$ 34,812         | \$ 8,138         |
| Bateman, Jeffrey  | Councillor | 16,797            | 4,228            |
| Beddows, Allan    | Councillor | 16,797            | 7,147            |
| Lajeunesse, Dana  | Councillor | 16,797            | 8,354            |
| Logins, Ebony     | Councillor | 13,616            | 1,400            |
| McMath, Megan     | Councillor | 16,797            | 5,162            |
| Pearson, Kevin    | Councillor | 3,181             |                  |
| St-Pierre, Marcel | Councillor | 16,797            | 3,739            |
|                   |            | <b>\$ 135,592</b> | <b>\$ 38,170</b> |

## Employees with Gross Salary Greater than \$75,000

| Name                  | Position                                   | Remuneration | Expenses |
|-----------------------|--|--------------|----------|
| Aktarian, Ashlene     | Fire Smart Co-ordinator                    | \$ 82,325    | \$ 2,255 |
| Barney, Matthew       | Deputy Fire Chief                          | 98,911       | 2,433    |
| Bastone, Anthony      | Building Official II                       | 84,625       | 2,374    |
| Blewett, Duane        | Manager of Subdivision -Approving Officer  | 114,248      | 875      |
| Bohemier, Paul        | Manager of Wastewater                      | 129,809      | 751      |
| Boquist, Jessica      | Parks & Environmental Services Coordinator | 91,989       | 5,264    |
| Carter, Jeffrey       | Director of Operations                     | 142,337      | 1,029    |
| Currie, Benjamin      | Deputy Director of Financial Services      | 124,110      | 231      |
| Dalep, Stacey         | Financial Assistant I                      | 79,240       | 581      |
| Dueck, Stanley        | Chief Building Official                    | 94,529       | 2,361    |
| Dumitru, Vasile       | Engineering Technologist                   | 81,994       | 2,459    |
| Gray, Raechel         | Director of Financial Services             | 147,961      | 3,495    |
| Hardcastle, Bri       | Wastewater Operator I                      | 84,582       | 1,789    |
| Hooper, Laura         | Manager of Parks & Environmental Services  | 123,420      | 906      |
| Kerr, Grayson         | Firefighter                                | 149,703      | 2,434    |
| Knight, Deborah       | Financial Assistant II                     | 77,517       | 143      |
| Knowles, Brandon      | Firefighter                                | 83,099       | 1,453    |
| MacDonald, Constance  | Head of Human Resources                    | 94,411       | 647      |
| Mattson, Raphiel      | Manager of Engineering & Infrastructure    | 112,492      | 891      |
| McCrea, Christopher   | Captain - Fire Services                    | 160,460      | 2,542    |
| McInnis, Norman       | Chief Administrative Officer               | 119,843      | 2,363    |
| McNeill, Andrew       | Wastewater Operator III                    | 101,158      | 1,371    |
| Metzger, Bradley      | Building Official II                       | 81,737       | 2,828    |
| Mills, Medea          | Bylaw Enforcement Officer II               | 83,451       | 2,141    |
| Moog, Christina       | Communications Coordinator                 | 108,202      | -        |
| Mushata, Carolyn      | Corporate Officer                          | 140,802      | 4,722    |
| Norris-Jones, Cameron | Captain - Fire Services                    | 170,654      | 4,275    |
| Pawlow, Matthew       | Director of Planning & Development         | 144,513      | 1,727    |
| Reinsch, Ryan         | Head of Information Technology             | 94,844       | 1,862    |
| Roux, Steven          | Tradesperson - Carpenter                   | 94,892       | 2,509    |
| Ruiter, Edward        | Fire Chief                                 | 152,102      | 12,374   |
| Schaffer, Donald      | Chief Administrative Officer-Interim       | 91,935       | 5,409    |
| Sinclair, Angela      | Parks Lead Hand                            | 84,108       | 596      |
| Stubbert, Clifton     | Wastewater Lead Operator                   | 106,604      | 2,388    |
| Sutherland, Kyle      | Firefighter                                | 134,373      | 7,192    |
| Temple, Benjamin      | Firefighter                                | 134,314      | 2,195    |
| Temple, Sarah         | Deputy Corporate Officer                   | 98,049       | 4,205    |
| Wilson, Jonathan      | Wastewater Operator                        | 77,499       | 804      |
| Zerr, Nicole          | Land Development Technician                | 88,640       | 875      |

|  |                     |                   |
|--|---------------------|-------------------|
| <b>Total Employees with remuneration greater than \$75,000</b> | <b>4,265,484</b>    | <b>94,747</b>     |
| <b>Add: Employees with remuneration less than \$75,000</b>     | <b>2,175,740</b>    | <b>54,382</b>     |
| <b>Add: Mayor and Council Remuneration</b>                     | <b>135,592</b>      | <b>38,170</b>     |
| <b>Total Remuneration and Expenses</b>                         | <b>\$ 6,576,816</b> | <b>\$ 187,298</b> |

**Notes to the reader:**

Note 1.

Remuneration includes all forms of salary, wages, and taxable benefits paid to an employee during the year. Remuneration can differ from total salary because while an employee may earn wages, those wages may not be paid until a different financial period.

Note 2.

Expenses include travel expenses, memberships, tuition, relocation, vehicle leases, extraordinary hiring expenses, and registration fees and similar amounts which has not been included in the definition of remuneration.

Reconciliation:

The remuneration schedule is prepared on a cash paid basis for employee related compensation; the Financial Statements are prepared on an accrual accounting basis, and include employer related costs for employment agreements and payroll related obligations.

# DISTRICT OF SOOKE

Statement of Financial Information for the year ended December 31, 2022

Schedule Showing Total Paid to Each Supplier For Payments Exceeding \$25,000

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| <b>Supplier Name</b>                            |    | <b>Amount</b> |
|---|----|---------------|
| JWC Environmental Canada ULC                    | \$ | 25,184        |
| Pacific Coast Floor Coverings Inc.              |    | 25,468        |
| Sooke Food Bank Society                         |    | 25,500        |
| Meadowlands Investment Corp. Inc. No. BC1246371 |    | 26,122        |
| Diligent Canada                                 |    | 26,137        |
| Dale's Electric Ltd.                            |    | 26,520        |
| Accutemp  |    | 26,592        |
| enChoice Inc (KwikTag)                          |    | 26,610        |
| Insurance Corporation of BC                     |    | 26,735        |
| Scottish Line Painting Ltd                      |    | 26,828        |
| Graphic Office Interiors Ltd                    |    | 27,175        |
| ENEX Fuels Ltd                                  |    | 27,188        |
| Caird Mechanical Contractors Ltd                |    | 27,206        |
| Justice Institute of BC                         |    | 27,331        |
| Katherine Lesyshen Consulting                   |    | 27,972        |
| Tedford Overhead Doors Ltd                      |    | 28,330        |
| Brogan Fire & Safety                            |    | 28,880        |
| Rogers Wireless                                 |    | 29,000        |
| Sooke Region Chamber of Commerce                |    | 29,313        |
| Slegg Construction Materials Ltd.               |    | 29,446        |
| Ramida Enterprises Ltd.                         |    | 29,640        |
| RR Roof Rider Ltd                               |    | 29,890        |
| Scagliati Homes Ltd                             |    | 30,138        |
| Sooke Lions Club                                |    | 30,236        |
| Sooke Community Association                     |    | 30,308        |
| Guillevin International Company                 |    | 30,357        |
| H2X Contracting Ltd                             |    | 30,578        |
| Bartlett Tree Experts                           |    | 31,399        |
| Sooke Region Museum                             |    | 33,744        |
| Playsted Sheet Metal Ltd                        |    | 34,407        |
| Wishbone Industries Ltd.                        |    | 35,543        |
| KPMG Chartered Accountants                      |    | 36,750        |
| Sooke Family Resource Society                   |    | 37,000        |
| 4-M Bobcat & Trucking Ltd                       |    | 38,733        |
| Associated Fire Safety                          |    | 40,171        |
| Clear Tech Industries Inc                       |    | 40,543        |
| Green for Life Environmental                    |    | 41,533        |
| Iredale Architecture                            |    | 42,374        |
| Andrew Sheret Ltd                               |    | 42,733        |
| Sooke Home Hardware                             |    | 43,583        |
| McDermaids Ltd                                  |    | 45,054        |
| Petro Canada                                    |    | 46,039        |
| Kerr Wood Leidal Associates Ltd                 |    | 46,320        |
| Bureau Veritas Canada (2019) Inc                |    | 47,084        |
| Uline Canada Corporation                        |    | 48,093        |
| Waterhouse Environmental Services Corp          |    | 49,409        |
| Totangi Properties Ltd                          |    | 50,162        |

| <b>Supplier Name</b>                                      | <b>Amount</b> |
|---|---------------|
| Gladiator Drywall LTD                                     | 54,933        |
| Canadian Union of Public Employees                        | 54,982        |
| Alumichem Canada Inc                                      | 65,377        |
| Hendry Swinton McKenzie                                   | 69,938        |
| Sea View Rise Joint Venture                               | 70,860        |
| Lamont Land Inc   | 72,701        |
| Capital Reg. Emerg. Serv. Telecommunications              | 85,040        |
| Central Square Canada Software Inc                        | 90,931        |
| Associated Engineering (B.C.) Ltd.                        | 92,125        |
| CDW Canada Inc  | 103,374       |
| CRD Water Department                                      | 107,455       |
| Worker's Compensation Board of BC                         | 115,898       |
| ISL Engineering and Land Services Ltd                     | 116,020       |
| Round About Plumbing & Heating Ltd                        | 120,181       |
| Municipal Insurance Association of British Columbia       | 122,964       |
| H L Disposal & Lawn Services Ltd                          | 123,013       |
| Sasco Contractors Ltd                                     | 129,841       |
| Employer Health Tax                                       | 132,584       |
| Young, Anderson, Barristers and Solicitors                | 134,649       |
| Sooke Region Community Health Initiative                  | 153,420       |
| Emery Electric Ltd  | 157,657       |
| Industra Construction Corp                                | 172,585       |
| On Point Project Engineers Ltd                            | 175,015       |
| BC Assessment Authority                                   | 187,458       |
| Island Asphalt Company                                    | 206,388       |
| McElhanney Ltd  | 225,207       |
| School District #62 (Sooke)                               | 225,895       |
| Urban Systems   | 244,166       |
| BC Hydro  | 307,815       |
| 2197 Otter Point Properties Nominee Ltd, Inc No BC1189523 | 323,415       |
| CIBC - VISA   | 326,182       |
| Sooke Shelter   | 326,706       |
| Marsden Construction Management Ltd                       | 372,942       |
| Ministry of Transportation and Infrastructure             | 382,203       |
| Desjardins Financial Security                             | 430,203       |
| Stantec Consulting Ltd.                                   | 538,955       |
| Victoria Contracting                                      | 563,654       |
| Capital Regional District-Water Dept                      | 660,972       |
| Capital Regional Hospital District                        | 727,271       |
| Vancouver Island Regional Library                         | 905,571       |
| BC Transit  | 922,352       |
| Municipal Pension Plan                                    | 1,058,362     |
| Hazelwood Construction Services Inc                       | 1,492,954     |
| Receiver General for Canada                               | 1,803,938     |
| R.C.M.P.  | 2,156,836     |
| Minister of Finance - School Tax                          | 3,243,807     |
| Capital Regional District                                 | 4,929,704     |



|   |    |            |
|---|----|------------|
| <b>Total Aggregate for Suppliers over \$25,000</b>  | \$ | 26,669,858 |
| <b>Total Aggregate for Suppliers under \$25,000</b> | \$ | 2,243,133  |
| <b>Total Supplier payments</b>                      | \$ | 28,912,991 |

**Reconciliation of Payments for Goods and Services to Financial Statements:**

The Schedule of Payments to Suppliers for the Provision of Goods and Services has been prepared on a cash basis whereas the financial statements have been prepared on an accrual accounting basis, therefore no reconciliation of this schedule with the financial statements has been prepared. Included in the above payments are taxes collected for and paid to other governments and agencies, refunds of deposits, and payroll and other statutory obligations.

# **DISTRICT OF SOOKE**

**Statement of Financial Information for the year ended December 31, 2022**

## **Statement of Severance Agreements**

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There was two severance agreements made between the District of Sooke and its employees during 2022. These agreements represent 1.5 months and 18 months of compensation.

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

## **DISTRICT OF SOOKE**

2022 Statement of Financial Information

Schedule of Guarantee and Indemnity Agreements

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The District of Sooke has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.