



P.O. Box 186, Bella Coola, BC V0T 1C0  
Phone (250) 799-5291 Fax (250) 799-5750 Email: [info@ccrd-bc.ca](mailto:info@ccrd-bc.ca) Website: [www.ccrd-bc.ca](http://www.ccrd-bc.ca)

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*Stronger Together*

June 14, 2018

Ministry of Community, Sport and Cultural Development  
Local Government and Finance  
PO Box 9838 Stn Prov Govt  
Victoria, B.C.  
V8W 9T1

Re: Filing Under the Financial Information Act – SOFI 2017

Attached please find the Statement of Financial Information, the SOFI Checklist, and the audited financial statements as required under the *Financial Information Act* for the year ended December 31, 2017.

The board of directors considered the package at their board meeting held on June 14, 2018 and the following resolution was carried:

THAT the Statement of Financial Information prepared by the Chief Financial Officer pursuant to the *Financial Information Act* for the year ended December 31, 2017 be approved and submitted to the Ministry of Community, Sport and Cultural Development.

Yours truly,  
CENTRAL COAST REGIONAL DISTRICT

Courtney Kirk  
Chief Administrative Officer/  
Chief Financial Officer

CENTRAL COAST REGIONAL DISTRICT  
 2017 FINANCIAL REPORTING – Filing under the Financial Information ACT (FIA)

**SCHEDULE SHOWING THE REMUNERATION AND EXPENSES PAID TO OR ON  
 BEHALF OF EACH EMPLOYEE**

FIR Schedule 1, sections 6(2), (3), (4), (5) and (6)

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

Name	Position	Remuneration	Expenses
Johnson, Frank	Director, Area A	7,625	7,729
Moody-Humchitt, Reg	Director, Area B	75	625
Hall, Travis	Director, Area B	4,800	3,883
Sayers, Alison	Director, Area C	9,175	10,311
Hall, Richard	Director, Area D	2,325	1,800
Brown, Gary	Alternate Director, Area D	825	-
Schooner, Sam	Director, Area E	5,375	4,299
Kirk, Courtney	Alternate Director, Area E	300	-
<b>Total</b>		<b>\$30,500</b>	<b>\$28,647</b>

**2. Other Employees (excluding those listed in Part 1 above)  
 (List all employees, alphabetically, with remuneration and expenses  
 exceeding \$75,000, excluding those listed in Section 1 above)**

Name	Position	Remuneration	Expenses
Mcllwain, Ken	Public Works Manager	92,867	1,372
Consolidated total of other employees with remuneration and expenses of \$75,000 or less	All others	313,051	16,753
<b>Total Other Employees</b>		<b>\$405,918</b>	<b>\$18,125</b>

**3. Reconciliation**

Total remuneration – elected officials, employees appointed by Cabinet and members of the Board of Directors	59,147
Total remuneration – other employees	424,043
<b>Sub Total</b>	<b>483,190</b>
Reconciling Items – Charter air travel, meals and accommodation expenses to bring directors to board meetings; - Employer share of Municipal Pension Plan, CPP, EI and WorksafeBC premiums and employee benefits not included in above, but included in financial statements	114,066
<b>Total per Statement of Revenue and Expenditure (Dir Expense &amp; Wages)</b>	<b>\$597,256</b>

CENTRAL COAST REGIONAL DISTRICT  
2017 Financial Reporting

**STATEMENT OF SEVERANCE AGREEMENTS**

Fir, schedule 1, subsection 6(7)

There was one severance agreements representing 3.25 months made between the Central Coast Regional District and its non-unionized employees for the year ended December 31, 2017.

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

**SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

FIR, Schedule 1, section 5

The Central Coast Regional District has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

CENTRAL COAST REGIONAL DISTRICT  
2017 FINANCIAL REPORTING

SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES

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

Supplier Name	Aggregate amount paid to supplier
BC Hydro	32,122
Bella Coola Backhoe Ltd.	49,261
Bella Coola Contractors Ltd	49,448
Bella Coola River Contracting/David Flegel	37,815
CU Credit Mastercard	44,959
Don Nygaard & Son Ltd.	140,170
Matthews Contracting	36,358
Mack Sales & Service of Nanaimo Ltd	35,860
Municipal Pension Plan – Company portion	28,402
Mikk's Admin Services	118,072
Municipal Finance Authority of BC	28,007
Municipal Insurance Association of BC	29,998
PMT Chartered Accountants	26,528
Redline Falling Ltd	146,710
Rodney Bruce Price	42,484
Span Master	37,401
Urban Systems Ltd	29,061
Vancouver Island Regional Library	56,436
<b>Total Aggregate amount paid to suppliers (A)</b>	<b>\$969,092</b>

2. Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less

<b>(B)</b>	<b>\$1,028,135</b>
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3. Total of payments to suppliers for grants and contributions exceeding \$25,000

Consolidated total of grants exceeding \$25,000	0
Consolidated total of contributions exceeding \$25,000	0
Consolidated total of all grants and contributions exceeding \$25,000 (C)	\$ 0

4. Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers (A)	969,092
Consolidated total of payments of \$25,000 or less paid to suppliers (B)	
Consolidated total of all grants and contributions exceeding \$25,000 (C)	1,028,135
Reconciling Items - (Wages and Related Costs)	
- Transfer to Asset Replacement Fund	30,454
- Transfer to Landfill post closure fund	30,000
- Amortization	145,671
Total per Statement of Operations (Consolidated + B, F, H, K)	\$2,203,352

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

CENTRAL COAST REGIONAL DISTRICT  
FINANCIAL REPORTING FOR THE YEAR ENDED DECEMBER 31, 2017

**STATEMENT OF FINANCIAL INFORMATION APPROVAL**

The undersigned represents the Board of Directors of the Central Coast Regional District and approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



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Chair Alison Sayers  
June 14, 2018

**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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Courtney Kirk  
Officer Assigned Responsibility for  
Financial Administration under the  
*Local Government Act*.

CENTRAL COAST REGIONAL DISTRICT  
2017 FINANCIAL REPORTING

**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, and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.


Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors is responsible to ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises this responsibility through meetings with management and with the auditors.

The external auditors, PMT Chartered Accountants, 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 regional district's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The auditors have full and free access to the Board of Directors and meet annually.

On behalf of the CENTRAL COAST REGIONAL DISTRICT

  
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Courtney Kirk, CFO  
Officer Assigned Responsibility for  
Financial Administration

  
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Courtney Kirk, Acting CAO  
Officer Assigned Responsibility for  
Corporate Administration