



Town of Ladysmith

Financial Information Act

Statement of Financial Information

For the Year Ended

December 31, 2012



Town of Ladysmith
Financial Information Act
Statement of Financial Information
For the Year Ended December 31, 2012

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Town of Ladysmith

Statement of Financial Information

Statement of Financial Information Approval

For the Fiscal Year Ending December 31, 2012

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

Ruth Malli

City Manager

June 30, 2013

Robert Hutchins

Mayor

June 30, 2013

Town of Ladysmith

Statement of Financial Information

Management Report

For the Fiscal Year Ending December 31, 2012

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian 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.

Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Audit Committee. The Audit Committee meets with management and the external auditors annually.

The corporation's City Manager has the responsibility for assessing the management systems and practices of the corporation.

The external auditors, *Hayes Stewart Little & Co.*, conducted an independent examination, in accordance with generally accepted auditing standards, and expressed 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. The external auditors have full and free access to the Audit Committee and meet with them annually.

Ruth Malli

City Manager

June 30, 2013

Town of Ladysmith
Statement of Financial Information
Schedule of Remuneration and Expenses
For the Fiscal Year Ended December 31, 2012

1. Elected Officials, as per Sec. 168 of the *Community Charter*
- As per Sec. 2 - *Financial Information Act* and *Financial Information Regulation 371/93*:

| NAME | POSITION | REMUNERATION | | EXPENSES |
|--------------------------------|------------|------------------------|-------------------|------------------|
| | | Financial Compensation | Expense Allowance | Additional |
| Hutchins, Robert | Mayor | \$ 14,561 | \$ 7,281 | \$ 3,314 |
| Arnett, Steven | Councillor | 6,978 | 3,489 | 2,136 |
| Dashwood, Jillian | Councillor | 6,978 | 3,489 | 2,022 |
| Drysdale, William | Councillor | 6,978 | 3,489 | 2,312 |
| Horth, Gord | Councillor | 6,978 | 3,489 | 445 |
| Paterson, Donald | Councillor | 6,978 | 3,489 | 660 |
| Patterson, Glenda | Councillor | 6,978 | 3,489 | 182 |
| Total Elected Officials | (A) | \$ 56,429 | \$ 28,215 | \$ 11,071 |

2. Other Employees - as per Sec 2 - *Financial Information Act* and *Financial Information Regulation 371/93*

| NAME | POSITION | REMUNERATION | EXPENSES |
|---|-------------------------------------|-------------------------|-------------------|
| Adams, Felicity | Director of Development Services | \$ 114,137 | \$ 2,266 |
| Anderson, Erin | Director of Financial Services | 107,805 | 5,675 |
| Baker, Curtis | Utilities III/Chief Operator | 87,521 | 1,288 |
| Bowden, Sandy | Director of Corporate Services | 117,899 | 2,076 |
| Cousins, Karen | Manager of Human Resources | 94,591 | 5,318 |
| Friesenhan, Joe | Director of Public Works | 75,296 | - |
| Ganderton, Mike | Operations Supervisor | 75,675 | 3,341 |
| Malli, Ruth | City Manager | 149,064 | 11,468 |
| Manson, John | Director of Infrastructure Services | 122,791 | 2,285 |
| Winter, Joanna | Manager of Administrative Services | 96,038 | 2,169 |
| Consolidated total of other employees with remuneration and expenses of \$75,000 or less | | \$ 3,349,197 | \$ 68,274 |
| Total: Other Employees | | (B) \$ 4,390,014 | \$ 104,160 |

3 Reconciliation

| | | | |
|--|------------|---------------------|-------------------|
| Total remuneration - elected officials | (A) | 84,644 | 11,071 |
| Total remuneration - other employees | (B) | \$ 4,390,014 | \$ 104,160 |
| Total | | \$ 4,474,658 | \$ 115,231 |

* Financial Statements are prepared on an accrual basis and the Schedule of Remuneration is prepared on a cash basis resulting in timing differences.

Town of Ladysmith

Statement of Financial Information

Schedule of Payments to Suppliers of Goods and Services

For the Fiscal Year Ending December 31, 2012

| Payee | Total Payments |
|--|----------------|
| ACKLANDS - GRAINGER INC. | \$28,382 |
| BC ASSESSMENT AUTHORITY | 83,865 |
| BC HYDRO & POWER AUTHORITY | 312,343 |
| BFI CANADA - PARKSVILLE | 438,102 |
| CITYSPACES CONSULTING LTD | 39,436 |
| COASTAL ANIMAL CONTROL SERVICES OF BC LTD. | 32,535 |
| COWICHAN VALLEY REGIONAL DISTRICT | 1,124,675 |
| COWICHAN VALLEY REGIONAL HOSPITAL DISTRICT | 450,665 |
| FAIRTAX RECOVERY CONSULTANTS | 33,216 |
| FORTIS BC | 51,635 |
| HAYES STEWART LITTLE & CO | 34,595 |
| HB LANARC | 32,033 |
| HENDERSON RECREATION EQUIPMENT | 54,596 |
| HUB CITY PAVING LTD | 41,510 |
| HUB INTERNATIONAL BARTON | 72,412 |
| INSURANCE CORPORATION OF B.C. | 35,742 |
| IMPERIAL OIL | 110,308 |
| IVORY TOWER INVESTMENTS LTD | 25,386 |
| KNAPPETT PROJECTS INC | 993,407 |
| KOERS & ASSOCIATES ENGINEERING LTD | 182,108 |
| KMPG LLP | 26,455 |
| LADYSMITH CHEMAINUS CHRONICLE | 26,142 |
| LIDSTONE & COMPANY | 29,921 |
| MANULIFE FINANCIAL | 26,774 |
| MEDICAL SERVICES PLAN | 62,170 |
| MILNER GROUP VENTURES | 249,760 |
| MINISTRY OF SMALL BUSINESS AND REVENUE | 596,746 |
| MUNICIPAL INSURANCE ASSOCIATION OF BC | 78,970 |
| MUNICIPAL PENSION FUND | 349,961 |
| NOVUS CONSULTING INC | 86,214 |
| OPUS DAYTONKNIGHT CONSULTANTS LTD | 430,035 |
| P & R WESTERN STAR TRUCKS | 61,033 |
| PACIFIC BLUE CROSS | 137,579 |
| RECEIVER GENERAL FOR CANADA | 788,942 |
| RECEIVER GENERAL | 243,070 |
| SALSNES NORTH AMERICA INC. | 67,855 |
| SOFTCHOICE CORP. | 35,819 |
| STEWART MCDANNOLD STUART | 38,796 |
| US BANK - CORPORATE PAYMENT SYSTEMS | 186,857 |
| VANCOUVER ISLAND REGIONAL LIBRARY | 286,236 |

Town of Ladysmith

Statement of Financial Information

Schedule of Payments to Suppliers of Goods and Services

For the Fiscal Year Ending December 31, 2012

| Payee | Total Payments |
|---|----------------|
| VANDERBEKEN ENTERPRISES LTD. | 244,550 |
| WAJAX EQUIPMENT | 55,771 |
| WOODGROVE CHRYSLER | 34,410 |
| WORK SAFE BC | 61,314 |
| | |
| GRANTS | |
| LADYSMITH & DISTRICT HISTORICAL SOCIETY | 30,750 |
| LADYSMITH CHAMBER OF COMMERCE | 44,792 |
| LADYSMITH MARINE SOCIETY | 28,398 |
| LADYSMITH RESOURCES CENTRE SOCIETY | 35,915 |
| | |
| TOTAL ACCOUNTS OVER \$25,000 | \$8,522,186 |
| TOTAL ACCOUNTS UNDER \$25,000 | 1,175,796 |
| TOTAL ALL ACCOUNTS | \$9,697,982 |

Town of Ladysmith

Statement of Financial Information

Statement of Severance Agreements

For the Fiscal Year Ended December 31, 2012

There were **no** severance agreements made between the Town of Ladysmith and its non-unionized employees during fiscal year 2012.

Town of Ladysmith

Statement of Financial Information

Schedule of Debts

For the Fiscal Year Ended December 31, 2012

Information on all long-term debts for this organization is included in Schedule I to the financial statements.

Town of Ladysmith
Statement of Financial Information
Schedule of Guarantee and Indemnity Agreements
For the Year Ending December 31, 2012

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