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Encompassing the Coastal Communities of Ocean Falls, Bella Bella, Denny Island, Oweekeno and the Bella Coola Valley

June 13, 2016

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 2015

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, 2015.

The board of directors considered the package at their board meeting held on June 09, 2016 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, 2015 be approved and submitted to the Ministry of Community, Sport and Cultural Development.

Yours truly,
CENTRAL COAST REGIONAL DISTRICT

Darla Blake
Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT
 2015 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
McCullagh, Catherine	Director, Area A	4,075	2,458
Coutts, Clinton	Alternate Director, Area A	900	-
Moody-Humchitt, Reg	Board Chair, Area B	5,900	4,997
Sayers, Alison	Director, Area C	5,325	6,048
Krimmer, Alison	Alternate Director, Area C	-	-
Hall, Richard	Director, Area D	3,150	3,222
Hart, Randy	Alternate Director, Area D	600	-
Schooner, Sam	Director, Area E	3,225	1,830
Kirk, Courtney	Alternate Director, Area E	375	-
Total		\$23,550	\$18,555

**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
Blake, Darla	Chief Administrative Officer	118,427	6,477
Mcllwain, Ken	Public Works Manager	84,689	10,075
Consolidated total of other employees with remuneration and expenses of \$75,000 or less	All	239,446	8,222
Total Other Employees		\$442,562	\$24,774

3. Reconciliation

Total remuneration – elected officials, employees appointed by Cabinet and members of the Board of Directors	42,105
Total remuneration – other employees	467,336
Sub Total	509,441
Reconciling Items	
- Employer share of Municipal Pension Plan, CPP, EI and WorksafeBC premiums and employee benefits not included in above, but included in financial statements	63,133
Total per Statement of Revenue and Expenditure (Dir Expense & Wages)	\$572,574

CENTRAL COAST REGIONAL DISTRICT
2015 Financial Reporting

STATEMENT OF SEVERANCE AGREEMENTS

Fir, schedule 1, subsection 6(7)

There were no severance agreements made between the Central Coast Regional District and its non-unionized employees for the year ended December 31, 2015.

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
2015 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
CU Mastercard	39,877
Don Nygaard & Son Ltd	151,573
Kevin Matuga Contracting	49,206
Matthews Ent.	37,676
Mikk's Admin Services	57,613
Modpro Containers Ltd	36,288
Municipal Finance Authority	28,007
Municipal Insurance Association	25,984
Municipal Pension Plan	35,093
Vancouver Island Regional Library	49,672
Total Aggregate amount paid to suppliers (A)	\$510,989

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

(B)	\$606,162
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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)	510,989
Consolidated total of payments of \$25,000 or less paid to suppliers (B)	606,162
Consolidated total of all grants and contributions exceeding \$25,000 (C)	0
Reconciling Items - (Wages and Related Costs)	572,574
- Amortization	119,865
- Apportioned administration	(168,356)
- Municipal Pension Plan recorded in (A)	(35,093)
- Capital items noted elsewhere on financial statements	(237,431)
- Gain on disposal of assets	(41,629)
- Transfer to Asset Replacement Fund	(28,332)
Total per Statement of Revenue and Expenditure	\$1,298,749

CENTRAL COAST REGIONAL DISTRICT
FINANCIAL REPORTING FOR THE YEAR ENDED DECEMBER 31, 2015

STATEMENT OF FINANCIAL INFORMATION APPROVAL

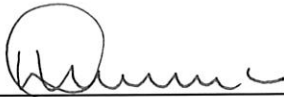
The undersigned represents the Board of Directors of the Central Coast Regional District and approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



Chair Alison Sayers
June 09, 2016

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*.



Donna Mikkelson
Officer Assigned Responsibility for
Financial Administration under the
Local Government Act.

CENTRAL COAST REGIONAL DISTRICT
2015 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



Donna Mikkelson, CFO
Officer Assigned Responsibility for
Financial Administration



Darla Blake, CAO
Officer Assigned Responsibility for
Corporate Administration

Prepared pursuant to Financial Information Regulation, Schedule 1, section 9

Financial Information Regulation, Schedule 1

Checklist – Statement of Financial Information (SOFI)

For the Corporation:

Corporate Name: Central Coast Regional District Contact Name: Donna Mikkelson
 Fiscal Year End: December 31, 2015 Phone Number: (250) 799-5291
 Date Submitted: June 09, 2016 E-mail: cfo@ccrd-bc.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 Schedule 1 Section	Item	Yes	No	N/A	Comments
General					
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) 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 Schedule 1 Section	Item	Yes	No	N/A	Comments
Statement of Assets & Liabilities					
2	<ul style="list-style-type: none"> A balance sheet prepared in accordance with GAAP or stated accounting principles / policies, and Show changes in equity and surplus or deficit due to operations 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Operational Statement					
3 (1)	Prepared in accordance with GAAP or stated accounting principles / policies and consists of: <ul style="list-style-type: none"> a Statement of Income or Statement of Revenue and Expenditures, and a Statement of Changes in Financial Position 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3 (2) 3 (3)	<ul style="list-style-type: none"> The Statement of Changes in Financial Position may be omitted if it provides no additional information The omission must be explained in the notes 	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Schedule of Debts					
4 (1) (a) 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4 (3) 4 (4)	<ul style="list-style-type: none"> The schedule may be omitted if addressed under section 2 or 5 and it provides no additional information The omission must be explained in a note to the schedule 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Schedule of Guarantee and Indemnity Agreements					
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) 5 (4)	<ul style="list-style-type: none"> • The schedule may be omitted if addressed under section 2 or 4 and it provides no additional information • The omission must be explained in a note to the schedule 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Schedule of Remuneration and Expenses (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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 Schedule 1 Section	Item	Yes	No	N/A	Comments
Schedule of Remuneration and Expenses (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) 6 (7) (b)	Include a statement of severance agreements providing: <ul style="list-style-type: none"> • the number of severance agreements under which payment commenced in the fiscal year being reported on for non-union employees, and • the range of equivalent months' compensation for them (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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Schedule of Suppliers of Goods or Services (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 Schedule 1 Section	Item	Yes	No	N/A	Comments
Inactive Corporations					
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"/>	
Approval of Financial Information					
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 http://www.gov.bc.ca/cas/popt/)	<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"/>	