

District of Barriere
REPORT TO COUNCIL

Date: October 18, 2021	File: 530.20/Rpts
To: Council	From: Chelsea Young, Finance Officer
Re: Statement of Financial Information (SOFI)	

Background: Under Section 2 of the Financial Information Act/Statement of Financial Information (SOFI) all municipalities in British Columbia must submit information annually.

Discussion: The information that must be submitted is:

- 2020 Audited Financial Statements
- Schedules of Employee and Council Remuneration
- Schedule of Payments to Suppliers
- Approval by Council and CFO
- Management Letter
- Schedule of Debts, Guarantee and Indemnity and Statement of Severance
- SOFI Checklist

All of these documents are attached for your review with the exception of the Financial Statements, which were previously presented by the auditor.

Recommendation: **THAT Council approves the 2020 SOFI documentation for submission.**

Prepared by: Chelsea Young, Finance Officer

Reviewed by: Bob Payette, CAO



THE DISTRICT OF BARRIERE

STATEMENT OF FINANCIAL INFORMATION

Year Ended December 31, 2020

**In Compliance with the Public Bodies Financial Information Act Statutes
Of British Columbia, Chapter 140**



DISTRICT OF BARRIERE
 SCHEDULE OF REMUNERATION AND EXPENSES
 PAID ON BEHALF OF EMPLOYEES
 FOR THE 2020 FISCAL YEAR

COUNCIL REMUNERATION

	DUTIES REMUNERATION	EXPENSE PAYMENTS	TOTAL
ARMSTRONG, JUDY	\$8,246.73		\$8,246.73
KERSLAKE, ROBERT	\$8,246.73		\$8,246.73
KERSHAW, SCOTT	\$8,246.73		\$8,246.73
FORTIN: AL	\$8,246.73		\$8,246.73
KIBBLE: DONNA	\$8,246.73		\$8,246.73
SABYAN: AMANDA	\$8,246.73		\$8,246.73
STAMER: WARD	\$13,112.94	\$ 75.00	\$13,187.94
	\$62,593.32	\$75.00	\$62,668.32

STAFF REMUNERATION 2020

	DUTIES REMUNERATION	EXPENSE PAYMENTS	TOTAL
EMPLOYEES WITH REMUNERATION & EXPENSES EXCEEDING \$75,000.00	\$ -	\$ -	\$ -
CONSOLIDATED TOTAL FOR EMPLOYEES WITH EARNINGS LESS THAN \$75,000.00	<u>\$ 767,339.82</u>	<u>\$ 4,052.78</u>	<u>\$ 771,392.60</u>
	<u>\$ 767,339.82</u>	<u>\$ 4,052.78</u>	<u>\$ 771,392.60</u>

RECONCILIATION

TOTAL REMUNERATION FOR ELECTED OFFICIALS	\$ 62,593.32
TOTAL REMUNERATION FOR STAFF	\$ 767,339.82
T4'S	\$ 846,023.71
FIRE PAY IN T4 NOT IN PAYROLL	<u>\$ 9,075.00</u>
	<u>\$ 1,685,031.85</u>
RECONCILING ITEMS-WAGES IN GL	\$ 829,933.04
RECONCILING ITEMS-TAXABLE BENEFITS IN GL	\$ 7,015.67
BOOKED TIME ADJUSTMENTS	\$ -
FIRE PAY	\$ 9,075.00
T4S	<u>\$ (846,023.71)</u>
	<u>\$ -</u>



DISTRICT OF BARRIERE
2020 SCHEDULE OF PAYMENT MADE FOR
PROVISION OF GOODS AND SERVICES

SUPPLERS WHO RECEIVED AGGREGATE PAYMENTS EXCEEDING \$25000.00	AMOUNT PAID
TELUS COMMUNICATIONS	\$ 25,088.00
THOMPSON NICOLA REGIONAL DISTRICT	\$ 325,434.89
CANADA REVENUE AGENCY	\$ 209,719.22
SCHOOL DISTRICT #73	\$ 57,964.80
FORT GARY FIRE TRUCKS	\$ 140,072.80
NEWPORT STRUCTURES	\$ 33,239.85
BC HYDRO	\$ 99,110.87
THOMPSON REGIONAL HOSPITAL DISTRICT	\$ 118,127.82
BC GROUNDWATER ASSOCIATION	\$ 30,628.77
TRUE CONSULTING GROUP	\$ 116,174.93
DEFIANCE ENTERPRISES INC	\$ 253,472.86
MUNICIPAL INSURANCE ASSOCIATION	\$ 39,227.00
CENTRAL INTERIOR PUMPS	\$ 27,410.91
WESTERRA EQUIPMENT LP	\$ 28,990.34
COLLABRIA	\$ 34,535.31
RIVERMIST EXCAVATING LTD.	\$ 782,276.66
MOUNTAIN VIEW ELECTRIC	\$ 56,726.25
MANULIFE	\$ 41,210.68

\$ 2,419,411.96

SUPPLIERS WITH AGGREGATE PAYMENTS LESS THAN \$25,000.00

\$ 464,659.04

TOTAL \$ 2,884,071.00

EXPENDITURES PER FINANCIAL STATEMENTS	\$ 2,884,071.00
Non Expenditure Payments	\$ 27,309.86
Electronic Payments	\$ (603,218.30)
Adjustments (GST, Benefits, Changes in A/P)	\$ 562,217.44
Capital Acquisitions	\$ 614,824.00
Annual Depreciation	\$ (601,133.00)
TOTAL	<u>\$ 2,884,071.00</u>

RECEIVER GENERAL RECONCILIATION

CRA Payments 2020	\$ 171,635.46
Employee Portion	\$ (43,331.40)
Employer Portion	\$ (128,304.06)
	<u>\$ -</u>



District of Barriere

MANAGEMENT REPORT


The Financial Statements contained in this Statements 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.

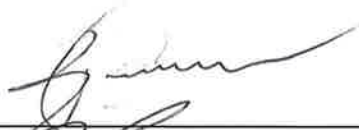
The Mayor and Council are responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Committee of the Whole of The District of Barriere. The District of Barriere Council meets with management and external auditors during the year.

The external auditor, KPMG LLP, Chartered Accountants conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. The examination does not relate to the other schedules and statements required by the Act. The examination includes a review and evaluation of the District of Barriere'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 Council of the District of Barriere and meet when necessary.

On behalf of The District of Barriere



Chelsea Young
Chief Finance Officer
October 12, 2021




Bob Payette
Chief Administrative Officer
October 12, 2021




District of Barriere

DISTRICT OF BARRIERE STATEMENT OF FINANCIAL
INFORMATION APPROVAL FOR THE FISCAL YEAR 2020

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



Chelsea Young
Finance Officer
October 12, 2021



Ward Stamer
Mayor
October 12, 2021



District of Barriere

SCHEDULE OF DEBTS

A Schedule of Debts has not been prepared because the information required is disclosed in the Notes to Financial Statement, and no additional information would be provided in the Schedule.



District of Barriere

SCHEDULE OF GUARANTEES AND INDEMNITY
PAYMENTS FOR THE FISCAL YEAR 2020

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



DISTRICT OF BARRIERE
STATEMENT OF SEVERANCE FOR THE FISCAL YEAR 2020

There were no severance agreements made between the District of Barriere and its nonunion employees during the fiscal year.

Financial Information Regulation, Schedule 1
Checklist – Statement of Financial Information (SOFI)

For the Corporation:

Corporate Name: District of Barriere Contact Name: Chelsea Young
 Fiscal Year End: December 31, 2020 Phone Number: 250-671-9751
 Date Submitted: October 26, 2021 E-mail: cyoung@barriere.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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1 (1) (d)	Schedule of guarantee and indemnity agreements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4 (1) (b)	Identify debts covered by sinking funds or reserves and amounts in these accounts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4 (3) 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 checked="" 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 checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6 (8)	Provide the reason for omitting a statement of severance agreements in a note to the schedule of remuneration and expenses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9 (2)	Municipalities – the SOFI is approved by its council and by the officer assigned responsibility for financial administration (see Guidance Package for example)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 (3)	A management report is included, signed by the head and chief financial officer, or by the municipal officer assigned responsibility for financial administration (see examples in annual report at 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"/>	