

District of Central Saanich

Statement of Financial Information

Year Ended December 31, 2024



**Central
Saanich**

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Statement of Financial Information

Year Ended December 31, 2024

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THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

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.

A handwritten signature in black ink, reading "Kristin Tryon", is enclosed within a faint, light-gray rectangular border. The signature is written in a cursive style.

Kristin Tryon, CPA, CMA
Director of Financial and Information Technology Services

Financial Statements of

**THE CORPORATION OF THE
DISTRICT OF CENTRAL SAANICH**

Year ended December 31, 2024

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Financial Statements

Year ended December 31, 2024

Financial Statements

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MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The accompanying financial statements of The Corporation of the District of Central Saanich (the "District") are the responsibility of the District's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting standards for local governments as established 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.

On behalf of the District:



Chief Administrative Officer



Deputy Director, Finance Strategic Capital Planning

**KPMG LLP**

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INDEPENDENT AUDITOR'S REPORT

To the Mayor and Councillors of The Corporation of the District of Central Saanich

Opinion

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

- the statement of financial position as at December 31, 2024
- the statement of operations and accumulated surplus 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 December 31, 2024, and its results of operations, its changes in net financial assets and its cash flows for the year 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.
- 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.

Chartered Professional Accountants

Victoria, Canada
May 12, 2025

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Statement of Financial Position

December 31, 2024, with comparative information for 2023

	2024	2023
Financial assets		
Cash and cash equivalents (note 2)	\$ 21,377,229	\$ 13,235,135
Investments (note 2)	42,192,743	56,206,388
Property taxes receivable	546,420	455,178
Accounts receivable	6,548,783	5,320,914
Other government receivables	415,261	117,288
	71,080,436	75,334,903
Financial liabilities		
Accounts payable and accrued liabilities (note 3)	6,103,287	2,272,124
Refundable deposits	3,617,207	3,591,718
Deferred revenue (note 4)	9,686,123	9,315,417
Debt (note 5)	6,493,069	6,978,217
Employee future benefit obligations (note 6)	1,605,500	1,488,800
Asset retirement obligation (note 7)	724,576	693,855
	28,229,762	24,340,131
Net financial assets	42,850,674	50,994,772
Non financial assets		
Tangible capital assets (note 8)	113,717,491	93,221,935
Inventory of supplies	548,963	553,476
Prepaid expenses	221,234	288,255
	114,487,688	94,063,666
Commitments and contingencies (note 12)		
Accumulated surplus (note 9)	\$ 157,338,362	\$ 145,058,438

The accompanying notes are an integral part of these financial statements

On behalf of the District:



Deputy Director, Finance Strategic Capital Planning

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Statement of Operations and Accumulated Surplus

Year ended December 31, 2024, with comparative information for 2023

	Financial plan (note 13)	2024	2023
Revenue:			
Municipal property taxes (note 10)	\$ 22,056,100	\$ 22,026,750	\$ 20,456,271
Grants in lieu of taxes	369,100	378,526	374,256
Sale of services	2,569,800	2,185,088	2,514,577
Permits, licenses and interest	2,205,100	4,067,211	4,143,851
Government transfers (note 11)	6,290,600	7,727,216	7,095,865
Water utility	6,812,700	6,442,614	6,645,855
Sewer enterprise	2,331,800	2,211,645	2,100,139
Contributions and donations	849,000	1,099,893	689,688
Total revenue	43,484,200	46,138,943	44,020,502
Expenses:			
General government	6,104,900	3,633,247	3,633,428
Protective services	11,643,900	12,642,101	11,373,718
Transportation services	3,763,300	4,623,241	4,427,033
Environmental development services	1,870,100	1,082,842	809,892
Parks and cultural services	1,597,000	4,122,604	3,830,926
Water utility	6,421,100	5,738,446	5,830,770
Sewer enterprise	1,304,700	1,207,472	1,065,846
Other fiscal services	2,121,800	520,064	464,584
Total expenses	34,826,800	33,570,017	31,436,197
Annual surplus	8,657,400	12,568,926	12,584,305
Accumulated surplus, beginning of year	145,058,438	145,058,438	132,474,133
Adoption of PS 3400 Revenue Standard	-	(289,000)	-
Accumulated surplus, end of year	\$ 153,715,838	\$ 157,338,362	\$ 145,058,438

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

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Statement of Change in Net Financial Assets

Year ended December 31, 2024, with comparative information for 2023

	Financial plan (note 13)	2024	2023
Annual surplus	\$ 8,062,700	\$ 12,568,926	\$ 12,584,305
Acquisition of tangible capital assets	(29,057,700)	(23,123,932)	(4,234,717)
Developer contributions of tangible capital assets	-	(285,145)	(487,811)
Amortization of tangible capital assets	3,300,000	2,897,487	2,767,924
Asset retirement obligation (note 7)	-	-	(693,855)
Loss on sale of tangible capital assets	-	16,032	-
Proceeds from sale of tangible capital assets	-	-	-
	(25,757,700)	(20,495,558)	(2,648,459)
Acquisition of inventory of supplies	-	4,513	9,744
Use of prepaid expenses	-	67,021	(58,208)
	-	71,534	(48,464)
Change in net financial assets	(17,695,000)	(7,855,098)	9,887,382
Net financial assets, beginning of year	50,994,772	50,994,772	41,107,390
Adoption of PS 3400 Revenue Standard	-	(289,000)	-
Net financial assets, end of year	\$ 33,299,772	\$ 42,850,674	\$ 50,994,772

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

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Statement of Cash Flows

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 12,568,926	\$ 12,584,305
Items not involving cash:		
Amortization of tangible capital assets	2,897,487	2,767,924
Loss on sale of tangible capital assets	16,032	-
Developer contributions of tangible capital assets	(285,145)	(487,811)
Accretion expense	30,721	-
Actuarial adjustment on debt	(141,057)	(124,306)
Changes in non-cash operating assets and liabilities:		
Property taxes receivable	(91,242)	(6,170)
Accounts receivable	(1,227,869)	(536,166)
Other government receivables	(297,973)	(13,899)
Accounts payable and accrued liabilities	3,831,163	(168,680)
Refundable deposits	25,489	73,565
Deferred revenue	81,706	1,249,143
Employee future benefit obligations	116,700	73,100
Inventory of supplies	4,513	9,744
Prepaid expenses	67,021	(58,208)
	17,596,472	15,362,541
Capital activities:		
Acquisition of tangible capital assets	(23,123,932)	(4,234,717)
Investing activities:		
Purchase of investments	14,013,645	(9,449,788)
Financing activities:		
Debt repaid	(344,091)	(344,091)
Increase (decrease) in cash and cash equivalents	8,142,094	1,333,945
Cash and cash equivalents, beginning of year	13,235,135	11,901,190
Cash and cash equivalents, end of year	\$ 21,377,229	\$ 13,235,135
Supplemental cash flow information:		
Cash paid for interest	\$ (476,408)	\$ (493,644)
Cash received from interest	2,705,928	2,325,940
	\$ 2,229,520	\$ 1,832,296

The accompanying notes are an integral part of these financial statements

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

The Corporation of the District of Central Saanich (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's principal activities include the provision of local government services to residents of the incorporated area.

1. Significant accounting policies:

The financial statements of the District are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as prescribed 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 reflect the assets, liabilities, revenues and expenses of the District's activities and funds. Inter departmental balances and transactions have been eliminated. The District does not administer any trust activities on behalf of external parties. The District does not control any external entities and accordingly no entities have been consolidated into 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 and that give rise to an obligation that meets the definition of a liability are recognized in the financial statements as revenues in the period in which the eligible expenditures are incurred, providing they are authorized and eligibility criteria are met.

(d) 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.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

1. Significant accounting policies (continued):

(e) 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, certain user charges and fees are collected for which the related services have yet to be performed. Work performed for third parties is recognized in the statement of operations as a revenue and expense.

Revenue from unilateral transactions is recognized when the District has the ability to claim or retain an inflow of economic resources and a past transaction or event giving rise to the asset has occurred. Revenue from exchange transactions is recognized when or as the Board has satisfied performance obligations.

(f) Cash and cash equivalents:

Cash and cash equivalents are defined as cash on hand, demand deposits, and short term highly liquid investments with a maturity date of less than 3 months at acquisition that are readily converted to known amounts of cash and which are subject to an insignificant risk of change in value.

Cash equivalents consist of investments in Municipal Finance Authority of British Columbia ("MFA") Money Market Funds which are recorded at cost plus earnings reinvested in the funds.

(g) Investments:

Investments are recorded at cost plus earnings that are reinvested in the funds. 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.

(h) Deposits:

Receipts restricted by third parties are deferred and recognized as deposits and are refundable under certain circumstances. Deposits and prepayments are recognized as revenue when qualifying expenditures are incurred.

(i) 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 actuarially 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.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

1. Significant accounting policies (continued):

(j) Debt:

Debt is recorded net of repayments and actuarial earnings. Debt is recorded in the related segment that uses the proceeds to fund capital expenditures.

(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 costs, 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	15 - 40
Buildings	25 - 40
Equipment and vehicles	3 - 25
Roads infrastructure	20 - 60
Drainage infrastructure	5 - 60
Sewer infrastructure	5 - 60
Water infrastructure	5 - 60

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. Heritage buildings are not amortized as they have an indefinite service potential. 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 future economic benefits associated with the asset are less than book value of the asset.

(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) Interest capitalization:

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

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

1. Significant accounting policies (continued):

(k) Non-financial assets (continued):

(iv) Inventory of supplies:

Inventory of supplies held for consumption is recorded at the lower of cost and replacement cost.

(l) Liability for contaminated sites:

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

- (i) an environmental standard exists;
- (ii) contamination exceeds the environmental standard;
- (iii) the District is directly responsible or accepts responsibility for the liability;
- (iv) future economic benefits will be given up, and
- (v) a reasonable estimate of the liability can be made.

(m) Asset retirement obligations:

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- (i) there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (ii) the past transaction or event giving rise to the liability has occurred;
- (iii) it is expected that future economic benefits will be given up; and
- (iv) reasonable estimate of the amount can be made.

An liability for the removal of asbestos in several of the buildings owned by the District has also been recognized based on estimated future remediation expenses. Under the prospective method, the discount rate and assumptions used on initial recognition are those as of the date of adoption of the standard. Assumptions used in the subsequent calculations are revised yearly.

The liability is discounted using a present value calculation, and adjusted yearly for accretion expense. The recognition of a liability resulted in an accompanying increase to the respective tangible capital assets and are being amortized with the buildings following the amortization policies outlined in note 1(k).

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

1. Significant accounting policies (continued):

(n) Financial instruments:

The District's financial instruments include cash and cash equivalents, investments, accounts receivable, property taxes receivable, other government receivables, accounts payable and accrued liabilities, accrued payroll and benefits and debt.

Financial instruments are recorded at fair value on initial recognition. Equity instruments quoted in an active market and derivatives are subsequently measured at fair value as at the reporting date. All other financial instruments are subsequently recorded at cost or amortized cost unless the District elects to carry the financial instrument at fair value. The District has not elected to carry any other financial instruments at fair value.

Unrealized changes in fair value are recognized in the Statement of Remeasurement Gains and Losses. They are recorded in the Statement of Operations when they are realized. There are no unrealized changes in fair value in the years presented; as a result, the District does not have a Statement of Remeasurement Gains and Losses.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the Statement of Operations.

Transaction costs incurred on the acquisition of financial instruments subsequently measured at fair value are expensed as incurred. Transaction costs incurred on the acquisition of financial instruments recorded at cost are included in the cost and amortized on an effective interest basis.

(o) Measurement uncertainty:

The preparation of financial statements 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 useful lives of tangible capital assets, asset retirement obligations and estimating provisions for accrued liabilities including employee future benefits. Actual results could differ from those estimates.

(p) Adoption of new accounting policies:

(i) Revenue

On January 1, 2024, the District adopted Canadian public sector accounting standard PS 3400 *Revenue*. The new accounting standard establishes a single framework to categorize revenue to enhance the consistency of revenue recognition and its measurement. The District adopted the standard on a prospective basis, resulting in an increase in deferred revenue of \$289,000 at January 1, 2024.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

1. Significant accounting policies (continued):

(p) Adoption of new accounting policies (continued):

(ii) Public Private Partnerships:

On January 1, 2024, the District adopted Canadian Public Sector Accounting Standard PS 3160, *Public Private Partnerships* ("PS 3160"). The new standard addresses the recognition, measurement, presentation, and disclosure of infrastructure procured by public sector entities through certain types of public private partnership arrangements. The adoption of this new standard did not result in changes to previously reported amounts in the financial statements.

(iii) Purchased intangibles:

On January 1, 2024, the District adopted Public Sector Guideline PSG-8, *Purchased Intangibles*, applied on a prospective basis ("PSG-8"). PSG-8 defines purchased intangibles as identifiable non-monetary economic resources without physical substance acquired through an arm's length exchange transaction between knowledgeable, willing parties who are under no compulsion to act. Management has assessed the impact of adopting PSG-8 and found that at present no such items meet the criteria to be recognized as a purchased intangible.

2. Cash and cash equivalents and investments:

	2024	2023
Bank deposits	\$ 17,877,875	\$ 9,894,695
Municipal Finance Authority - Money Market	3,359,323	3,205,147
Restricted cash - MFA cash deposit	140,030	135,293
	<u>\$ 21,377,229</u>	<u>\$ 13,235,135</u>
Investments	\$ 42,192,743	\$ 56,206,388

Investments consist of Municipal Finance Authority of British Columbia ("MFA") Intermediate and Bond Funds, guaranteed investment certificates and other fixed income securities which have costs that approximate market values. Included in investments is \$3,681,690 (2023 - \$3,904,938) that can only be used for expenditures as provided by the development cost charge reserve bylaw and the relevant sections of the Local Government Act, unless otherwise authorized by the Ministry of Municipal Affairs, Province of British Columbia.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

3. Accounts payable and accrued liabilities:

	2024	2023
Trade accounts payable	\$ 4,745,656	\$ 929,730
Other government agencies	780,395	434,931
Accrued salary, wages and employee benefits:		
Payroll	201,990	588,719
Vacation	213,277	176,104
Overtime	161,969	142,640
	\$ 6,103,287	\$ 2,272,124

4. Deferred revenue:

	2024	2023
Parkland acquisition funds	\$ 334,927	\$ 320,027
Development cost charges	3,681,690	3,904,938
Restricted contractor donations	2,799,634	2,529,225
Prepaid taxes and other	2,869,872	2,561,227
	\$ 9,686,123	\$ 9,315,417

Schedule of Development Cost Charges

	2024	2023
Opening balance of unspent funds	\$ 3,904,938	\$ 2,974,533
Development cost charges received during year	353,752	963,282
Interest earned	173,000	131,000
	526,752	1,094,282
Amount spent on projects and recorded as revenue	(750,000)	(163,877)
Closing balance of unspent funds	\$ 3,681,690	\$ 3,904,938

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

5. Debt:

- (a) The District issues debt instruments through the Municipal Finance Authority (MFA) pursuant to security issuing bylaws under authority of the Local Government Act, to finance certain capital expenses.

The Loan agreements with the Capital Regional District 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 to such borrowings, the resulting deficiency becomes a liability of the District.

	Gross debt	Repayments and actuarial earnings	Net debt 2024	Net debt 2023
General Capital Fund	\$ 10,856,873	\$ 4,363,804	\$ 6,493,069	\$ 6,978,217

As a condition of the borrowing through the MFA, the District is obligated to lodge security by means of demand notes and interest bearing cash deposits based on the amount of the borrowing. The deposits are included in the District's financial statements as restricted cash. If the debt is repaid without default, the deposits are refunded to the District. The notes, which are contingent in nature, are held by the MFA to act as security against the possibility of debt repayment default and are not recorded in the financial statements. Upon the maturity of a debt issue the demand notes are released and deposits refunded to the District. As at December 31, 2024, there were contingent demand notes of \$226,811 (2023 - \$226,811) which are not included in the financial statements of the District.

- (b) Principal payments on debt for the next five years including actuarial adjustment are as follows:

2025	\$ 344,091
2026	290,409
2027	218,834
2028	218,834
2029	218,834
2030 and thereafter	5,202,067
	\$ 6,493,069

- (c) Interest expense on long term debt during the year was \$266,797 (2023 - \$266,797). Interest rates on long term debt range from 2.75% to 4.20% per annum.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

6. Employee future benefit obligations:

The District provides sick leave and certain other benefits to its employees.

	2024	2023
Employee benefit obligations:		
Accumulated sick leave	\$ 604,500	\$ 571,000
Retirement benefits	1,001,000	917,800
	<u>\$ 1,605,500</u>	<u>\$ 1,488,800</u>

Accumulated sick leave represents the liability for sick leave banks accumulated for estimated draw down at future dates.

Retirement benefits represent the District's share of the cost to provide employees with various benefits upon retirement including lump sum retirement payments, death benefits and certain vacation entitlements in the year of retirement for qualified employees.

The accrued benefit obligation and the net periodic benefit cost were estimated by an actuarial valuation as at December 31, 2024.

Information about liabilities for employee future benefit plans is as follows:

	2024	2023
Accrued future benefit obligation:		
Balance, beginning of year	\$ 1,488,800	\$ 1,415,700
Current service cost	131,400	123,800
Interest cost	51,800	53,500
Benefits payments	(53,100)	(97,200)
Amortization of actuarial gain	(13,400)	(7,000)
Balance, end of year	<u>\$ 1,605,500</u>	<u>\$ 1,488,800</u>

The difference between the actuarially determined accrued future benefit obligation as at December 31, 2024 of \$1,224,600 and the accrued benefit liability of \$1,605,500 is an actuarial gain of \$380,900. This actuarial gain will be amortized over a period equal to the employees' average remaining service lifetime of 11 years.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

6. Employee future benefit obligations (continued):

The significant actuarial assumptions adopted in measuring the District's accrued benefit obligations are as follows:

	2024	2023
Discount rates	4.30%	4.10%
Expected future inflation rates	2.50%	2.50%
Expected wage and salary increases	0% to 3.40%	0% to 3.40%

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 for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 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 average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent 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.

The District paid \$1,475,442 (2023 - \$1,280,848) for employer contributions while employees contributed \$1,225,061 (2023 - \$1,077,182) to the plan in fiscal 2024.

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

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 CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

7. Asset retirement obligations:

The District's asset retirement obligations consist of:

(a) Water wells:

The District owns two water wells. Under the *Water Sustainability Act*, an owner of a well which is not in service must ensure that the well is deactivated or decommissioned as soon as practicable. The process of decommissioning a well involves completely filling in the well by a qualified professional.

(b) Asbestos containing materials:

The District owns and operates several buildings that are known to have asbestos, which represents a health hazard upon demolition of the building and there is a legal obligation to remove it.

Changes to the asset retirement obligation in the year are as follows:

	Water wells	Asbestos removal	Total
Opening balance	\$ 25,182	\$ 668,673	\$ 693,855
Accretion expense	1,112	29,609	30,721
Closing balance	\$ 26,294	\$ 698,282	\$ 724,576

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

8. Tangible capital assets:

2024	Land	Land improvements	Buildings	Equipment and vehicles	Roads infrastructure	Drainage infrastructure	Sewer infrastructure	Water infrastructure	Assets under construction	Total
Cost										
Balance, beginning of year	\$ 30,721,615	\$ 9,550,466	\$ 19,723,125	\$ 15,338,474	\$ 63,438,165	\$ 17,927,240	\$ 15,566,096	\$ 21,107,015	\$ 807,574	\$ 194,179,770
Additions	8,036,664	70,264	498,401	3,650,029	678,260	261,426	98,909	152,419	10,091,891	23,538,263
Disposals	-	-	-	(1,478,106)	-	-	-	-	(129,190)	(1,607,296)
Balance, end of year	38,758,279	9,620,730	20,221,526	17,510,397	64,116,425	18,188,666	15,665,005	21,259,434	10,770,275	216,110,737
Accumulated amortization:										
Balance, beginning of year	-	4,774,820	8,132,149	10,671,487	49,724,806	10,628,629	8,747,250	8,278,694	-	100,957,835
Amortization	-	178,562	493,357	722,227	779,382	194,078	180,577	298,782	-	2,846,965
Amortization - asset retirement obligations (note 7)	-	-	49,273	-	-	-	-	1,247	-	50,520
Disposals	-	-	-	(1,462,074)	-	-	-	-	-	(1,462,074)
Balance, end of year	-	4,953,382	8,674,779	9,931,640	50,504,188	10,822,707	8,927,827	8,578,723	-	102,393,246
Net book value, end of year	\$ 38,758,279	\$ 4,667,348	\$ 11,546,747	\$ 7,578,757	\$ 13,612,237	\$ 7,365,959	\$ 6,737,178	\$ 12,680,711	\$ 10,770,275	\$ 113,717,491
2023	Land	Land improvements	Buildings	Equipment and vehicles	Roads infrastructure	Drainage infrastructure	Sewer infrastructure	Water infrastructure	Assets under construction	Total
Cost										
Balance, beginning of year	\$ 30,721,615	\$ 9,272,784	\$ 18,915,939	\$ 14,855,931	\$ 62,162,733	\$ 17,647,106	\$ 15,546,121	\$ 19,841,420	\$ 340,888	\$ 189,304,537
Additions including transfers	-	277,682	138,513	1,023,694	1,275,432	280,134	19,975	1,240,413	492,283	4,748,126
Additions – asset retirement obligations (note 7)	-	-	668,673	-	-	-	-	25,182	-	693,855
Disposals and transfers	-	-	-	(541,151)	-	-	-	-	(25,597)	(566,748)
Balance, end of year	30,721,615	9,550,466	19,723,125	15,338,474	63,438,165	17,927,240	15,566,096	21,107,015	807,574	194,179,770
Accumulated amortization:										
Balance, beginning of year	-	4,610,259	7,597,945	10,552,430	48,976,282	10,435,197	8,565,106	7,993,843	-	98,731,062
Amortization	-	164,561	534,204	660,208	748,524	193,432	182,144	284,851	-	2,767,924
Disposals	-	-	-	(541,151)	-	-	-	-	-	(541,151)
Balance, end of year	-	4,774,820	8,132,149	10,671,487	49,724,806	10,628,629	8,747,250	8,278,694	-	100,957,835
Net book value, end of year	\$ 30,721,615	\$ 4,775,646	\$ 11,590,976	\$ 4,666,987	\$ 13,713,359	\$ 7,298,611	\$ 6,818,846	\$ 12,828,321	\$ 807,574	\$ 93,221,935

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

8. Tangible capital assets:

(a) Assets under construction:

Assets under construction totaling \$10,770,275 (2023 - \$807,574) are not being amortized. Amortization of these assets will commence when the asset is put into service.

(b) Contributed tangible capital assets:

During the year there were contributed assets of \$285,145 (2023 - \$487,811) recognized, which represents their fair market value at the date of contribution.

The contributed infrastructure consisted of roads \$20,145 (2023 - \$284,846), drains \$151,000 (2023 - \$177,815), water \$46,000 (2023 - \$8,250) and sewer \$68,000 (2023 - \$16,900).

(c) Works of art and historical treasures:

The District manages and controls various works of art and non-operational historical cultural assets including 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.

(d) Write down of tangible capital assets:

There were no write downs of tangible capital assets in use during the years presented.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

9. Accumulated surplus:

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

	2024	2023
Surplus:		
Invested in tangible capital assets	\$ 106,499,846	\$ 85,549,863
General	6,011,198	7,162,788
Total surplus	112,511,044	92,712,651
Reserve funds set aside for specific purposes by Council:		
Affordable housing contributions	188,500	176,500
Amenity contributions	835,000	802,000
Protective services	457,440	513,836
Federal gas tax	5,787,031	6,027,179
Financial stabilization	830,766	830,766
General debt retirement	5,993,500	5,210,800
Climate action – oil to heat pump program	320,000	320,000
Climate action	1,226,143	884,386
Future expenditures	2,445,019	1,905,027
General conditional contribution	36,712	36,712
Tree contribution	26,050	12,800
New infrastructure	250,266	239,700
COVID-19 Safe Restart	485,342	689,411
Growing Communities	5,758,898	5,607,800
BH Turf Field Loan	225,000	250,000
Total	24,865,667	23,506,917
Statutory Reserve Funds set aside for specific purposes by Bylaw:		
General capital	7,530,458	14,834,045
Local service area	322,390	307,990
Land sale reserve	416,781	1,497,930
Water utility	4,916,613	4,524,027
Sewer enterprise	6,775,409	7,674,878
Total	19,961,651	28,838,870
	\$ 157,338,362	\$ 145,058,438

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

9. Accumulated surplus (continued):

Schedule - Federal Gas Tax Reserve

	2024	2023
Opening balance of unspent funds	\$ 6,027,179	\$ 5,910,075
Funds received during year	855,018	832,608
Interest earned	270,400	227,400
Amount spent on projects:		
Road reconstruction	(1,148,718)	(840,586)
Drainage replacement	(110,428)	(102,318)
Watermain replacement	(106,420)	-
Closing balance of unspent funds	\$ 5,787,031	\$ 6,027,179

10. Municipal property taxes:

Municipal property tax revenue, reported on the statement of operations, is comprised of the following:

	2024	2023
General taxation:		
Property taxes	\$ 43,768,480	\$ 40,385,587
Taxes levied for other authorities:		
Provincial Government - school taxes	(11,328,716)	(10,799,250)
Capital Regional District	(5,951,715)	(5,621,861)
Capital Regional Hospital District	(1,178,315)	(1,159,779)
BC Transit Authority	(2,945,131)	(2,023,839)
BC Assessment Authority	(335,964)	(322,731)
Municipal Finance Authority	(1,889)	(1,856)
	21,741,730	(19,929,316)
	\$ 22,026,750	\$ 20,456,271

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

11. Government transfers:

The District recognizes the transfer of government funding as revenue when received and all related eligibility criteria and stipulations have been satisfied. The government transfers reported on the statement of operations are:

	2024	2023
Provincial government:		
Small communities and equalization payments	\$ 483,200	\$ 362,000
Infrastructure grants	5,247,620	-
Other	1,141,378	5,901,257
	6,872,198	6,263,257
Federal government:		
Gas tax agreement funds	855,018	832,608
	\$ 7,727,216	\$ 7,095,865

12. Commitments and contingencies:

- (a) The CRD debt, under provisions 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.
- (b) The District is a shareholder and member of the Capital Region Emergency Service Telecommunications (CREST) Incorporated which provides 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.
- (c) In the normal course of a year, claims for damages are made against the District. 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 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 are to share jointly for such claims in excess of individual deductibles ranging from \$5,000 to \$50,000 against any member. The District's deductible is \$10,000.
- (d) The District entered into a five year agreement for Police related dispatch services with E Comm Emergency Communications for British Columbia Incorporated effective January 1, 2021. The annual charge to the District will be based on the District's share of actual costs for the calendar year as determined in the agreement. The estimated cost for 2025 is \$434,000.
- (e) The District has identified a property that will be remediated in the future. A liability for estimated costs of \$130,000 has been recognized, as the District has committed to remediation and future economic benefits are expected to be given up.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

12. Commitments and contingencies (continued):

- (f) As part of the normal course of business, the District has entered into various agreements and contracts for services. This includes various capital projects as at December 31, 2024 with significant agreements totaling \$1,191,205. Funding for the majority of these obligations has been set aside in reserves for future expenditures, development cost charges and grant revenue. These amounts will be recorded in the accounts in the period when the goods and services to which they relate are received.

13. Financial plan:

The financial plan presented in these financial statements is based upon the 2024 operating and capital budgets approved by Council on April 22, 2024 adjusted for amortization and debt.

14. Risk management:

The District has exposure to the following risks from its use of financial instruments: credit risk, liquidity risk, and market risk (foreign currency risk, interest rate risk, and other price risk). Council is responsible for ensuring that the District has identified its major risks and ensures that management monitors and controls them. Management oversees the District's systems and practices of internal control and ensures that these controls contribute to the assessment and mitigation of risk. Management reports regularly to Council on its activities. The District has experienced no change in its risk exposure and has not made any changes to its risk management policies and procedures during the year.

(a) Credit risk:

Credit risk is the risk of a financial loss to the District if a counterparty to a financial instrument fails to meet its contractual obligations resulting in a financial loss. Such risks arise principally from certain financial assets held by the District consisting of cash and cash equivalents, investments and receivables.

Cash and cash equivalents and investments are held with reputable financial institutions with investment grade external credit ratings. The majority of receivables are owing from government agencies. The District is able to recover delinquent taxes through tax sale of properties with unpaid property taxes.

The District assesses on a continuous basis its receivables and provides for any amounts that are collectible in an allowance for doubtful accounts. The maximum exposure to credit risk is the carrying value of financial assets.

(b) Liquidity risk:

Liquidity risk is the risk that the District will not be able to meet its financial obligations as they become due. The District's objective is to have sufficient liquidity to meet these liabilities when due. The District prepares financial plans, monitors its cash balance and cash flows to meet its liquidity requirements. Accounts payable and accrued liabilities are generally due within 30 days of receipt of an invoice.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

14. Risk management (continued):

(c) Market risk:

Market risk is the risk that changes in market price, such as foreign exchange rates, interest rates and other price risks, will affect the District's results of operations or the fair value of its holdings of financial instruments. In the normal course of operations, the District makes purchases denominated in US dollars. The District does not have any material transactions denominated in foreign currencies at year end.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The District mitigates interest rate risk by investing in fixed-rate investments and debt. The District is subject to interest rate risk at maturity or refinancing.

The District is monitoring the potential impacts and options to mitigate risks arising from tariffs and cross border trade.

15. Segmented information:

The District is a diversified municipal organization that provides a wide range of services to its citizens. Certain segments that have different governance and responsibility have been separately disclosed in the segmented information, along with the services they provide, which are as follows:

General Government:

The general government operations provide the functions of building services and maintenance, corporate administration, finance, human resources, legislative services and any other functions categorized as non-departmental.

Municipal services:

Municipal services include services provided to the residents of Central Saanich including police services, fire protection, building inspection, bylaw enforcement, development services and parks. These services are the direct responsibility of Council.

Water utility:

The water utility installs and maintains the water mains and pump stations and oversees the distribution of water purchased from the Capital Regional District.

Sewer enterprise:

The sewer enterprise installs and maintains the sewer mains and pump stations of the District.

Certain allocation methodologies have been employed in the preparation of the segmented financial information. The taxation revenues are allocated to the functions based on budgeted expenditures for 2024. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 1.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Notes to Financial Statements

Year ended December 31, 2024

15. Segmented information (continued):

2024	General government	Municipal services	Water utility	Sewer enterprise	Total
Revenue:					
Taxation	\$ 5,601,319	\$ 16,803,957	\$ -	\$ -	\$ 22,405,276
Non taxation	9,478	15,069,930	6,442,614	2,211,645	23,733,667
Total revenue	5,610,797	31,873,887	6,442,614	2,211,645	46,138,943
Expenses:					
Salaries, wages and benefits	2,469,968	13,698,630	694,727	550,500	17,413,825
Materials and supplies	74,178	1,558,344	4,242,387	76,271	5,951,180
Services	749,235	5,178,066	479,878	365,594	6,772,773
Other	-	504,032	-	-	504,032
Amortization	339,866	2,051,780	321,454	215,107	2,928,207
Total expenses	3,633,247	22,990,852	5,738,446	1,207,472	33,570,017
Annual surplus	\$ 1,977,550	\$ 8,883,035	\$ 704,168	\$ 1,004,173	\$ 12,568,926
2023	General government	Municipal services	Water utility	Sewer enterprise	Total
Revenue:					
Taxation	\$ 5,207,632	\$ 15,622,895	\$ -	\$ -	\$ 20,830,527
Non taxation	8,107	14,435,874	6,645,855	2,100,139	23,189,975
Total revenue	5,215,739	30,058,769	6,645,855	2,100,139	44,020,502
Expenses:					
Salaries, wages and benefits	2,385,285	12,511,765	625,232	426,010	15,948,292
Materials and supplies	78,249	1,356,774	4,481,820	74,344	5,991,187
Services	892,257	4,513,552	428,756	383,348	6,217,913
Other	-	510,881	-	-	510,881
Amortization	277,637	2,013,181	294,962	182,144	2,767,924
Total expenses	3,633,428	20,906,153	5,830,770	1,065,846	31,436,197
Annual surplus	\$ 1,582,311	\$ 9,152,616	\$ 815,085	\$ 1,034,293	\$ 12,584,305

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule – COVID-19 Restart Reserve (unaudited)

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Balance, beginning of year	\$ 689,411	\$ 1,352,716
Spent:		
Facility and technology improvements	(45,630)	(31,109)
Grants or loans to other organizations	-	(250,000)
COVID-19 related revenue impact	(158,439)	(377,200)
Materials and supplies	-	(339)
IT equipment	-	(4,657)
	(204,069)	(663,305)
Balance, end of year	\$ 485,342	\$ 689,411

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule – Local Government Housing Initiatives Funding Program (unaudited)

Year ended December 31, 2024

	2024
Balance, beginning of year	\$ -
Received:	
Provincial Transfer	233,695
Spent:	
Zoning Illustrations to address Bill 44	(14,682)
Parking Standards Review	(11,400)
Provincial Housing Implementation	(61,122)
	(87,204)
Balance, end of year	\$ 146,491

On December 21, 2023, the District was notified by the Province that we will receive allocated funding from the \$51 million capacity funding for local governments to implement legislative changes to support housing initiatives. The District had received \$233,695 in January 2024.

As part of the funding requirement, the District is required to provide a separate schedule to the annual audited financial statements. The form of the schedule is aligned with the annual reporting submitted to the Province.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule – Growing Communities Fund Reserve (unaudited)

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Opening balance, beginning of year	\$ 5,607,800	\$ -
Received:		
Provincial transfer	-	5,501,000
Interest earned	261,300	106,800
	261,300	5,607,800
Spent:		
Active transportation projects	(80,000)	-
Centennial Park Splash Pad	(30,202)	-
	(110,202)	-
Balance, end of year	\$ 5,758,898	\$ 5,607,800

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule of Debts

For the Year Ended December 31, 2024

Issue	Bylaw	Term	Rate(1)	Amount	Outstanding	Maturity Date
133	1729	25	2.75%	\$ 8,523,540	\$ 6,234,982	2040
116	1665	15	1.47%	1,333,333	195,813	2026
110	1665	15	1.28%	1,000,000	62,274	2025
Total				<u>\$ 10,856,873</u>	<u>\$ 6,493,069</u>	

(1) Interest rate does not include the impact of Actuarial Adjustments. Principal payments for debt Issued through the Municipal Finance Authority are reduced by MFA sinking fund reinvestment returns.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule of Guarantee and Indemnity Agreements

For the Year Ended December 31, 2024

There are no Guarantee or Indemnity Agreements in place for 2024.

Schedule of Council Remuneration and Expenses

For the Year Ended December 31, 2024

Elected Official	Position	Remuneration	Expenses
		\$	\$
Graham, Christopher	Councillor	26,766	6,809
King, Zeb	Councillor	26,766	0
Newton, Gordon	Councillor	26,766	1,344
Paltiel, Niall	Councillor	26,766	2,921
Riddell, Sarah*	Councillor	24,501	3,758
Thompson, Robert	Councillor	26,766	990
Windsor, Ryan	Mayor	60,974	4,117
Total		\$219,305	\$19,939

*lower salary due to leave of absence

Note – Expenses incurred reported above do not include expenses reimbursed for other committees or boards.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule of Employee Remuneration and Expenses

For the Year Ended December 31, 2024

Employee Name	Position	Remuneration \$	Expenses \$
Banfield, Lisa	Emergency Program Manager	90,203	1,706
Blaikie, Jered	Fire Captain	154,332	-
Bousquet, Tony	Manager of Information Technology & GIS	133,013	3,158
Bryan, Wendy	Labourer, Parks	86,669	774
Burnham, Britt	Manager of Community Engagement	132,232	3,752
Clark, Kerri	Manager of Development Services	95,880	-
Collins, Todd	Labourer, Water & Sewer	87,126	761
Culham, Christine	Chief Administrative Officer	212,127	7,549
Demedeiros, Kristina	Chief Building Inspector	115,397	1,731
Dillabaugh, Nadine	Manager of Human Resources & Organizational Development	147,639	2,299
Dorman, Don	Labourer, Water & Sewer	90,862	2,238
Dunning, Justin	Labourer, Parks	82,432	955
Fox, Susanne	Payroll & Benefits Coordinator	100,471	4,167
Frankl, Mia	Bylaw Officer	87,347	1,749
Godfrey, Mike J.M.	Supervisor Water & Sewer	107,750	3,632
Gordon, Jared	Labourer, Parks	86,104	600
Gorman, Emilie	Director of Corporate Services	161,631	3,796
Gummer, Brennan	Fire Captain	147,830	850
Hanson, Adam	Labourer, Parks	86,696	673
Harding, Ben	Labourer, Roads & Drains	86,298	1,423
Hill, Stefan	Labourer, Parks	82,632	1,132
Hood, Ken	Labourer, Water & Sewer	105,626	748
Inoke, John	Fire Fighter	135,855	135
Jennings, Colin	Supervisor, Parks & Facilities	107,368	3,530
Law, Andrew	Building & Plumbing Official	99,134	979
Lee, Stacey	Deputy Fire Chief	146,186	7,474
Levitt, Alexander	Fire Fighter	128,210	600
Lewis, Tara	Administrative and Inventory Coordinator	84,556	269
Li, Laura	Planning Technician	78,255	5,266
Lone, Christopher	Labourer, Parks	85,718	1,523
Lukianchuk, Jennifer	Climate Action & Natural Environment Coordinator	101,144	2,014
Martin, Pamela	Deputy Corporate Officer	79,044	2,467
Matanowitsch, Jarret	Director of Planning & Building Services	163,513	2,158
McConnell, Chad	Network Client Support Technician	113,040	3,304

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule of Employee Remuneration and Expenses (continued)

McDonald, Scott	Supervisor, Fleet	107,050	672
McMillan, Colin	Labourer, Water & Sewer	89,933	2,232
Morris, James	Labourer, Roads & Drains	88,076	733
Motiuk, Kyle	Manager, Parks, Facilities & Fleet	136,309	1,594
Mount, Kenn	Fire Chief	166,317	4,084
Munro, Brad	Senior Engineering Technologist	103,429	2,941
Nightingale, Joshua	Labourer, Roads & Drains	82,996	1,125
O'Dell, Conan	Arborist, Parks	94,014	2,928
Orton, Gregory	Purchasing Coordinator	77,960	-
Overend, Adam	Senior Engineering Technologist	103,044	819
Patstone, Emilie	Facility Maintenance Worker	119,166	894
Pimentel, Fernando	Manager, Finance	132,109	133
Puskas, Dale	Director of Engineering	170,322	2,167
Rachar, Melanie	Labourer, Water & Sewer	83,389	2,583
Raybone, Darcy	Labourer, Roads & Drains	87,129	1,001
Reynolds, Kyle	Labourer, Water & Sewer	86,347	1,032
Richards, Jamie M	Lead Hand, Roads & Drains	100,345	2,054
Rocheleau, Rylan	Labourer, Parks	85,732	810
Samuel, Michael	Supervisor, Roads & Drains	114,871	3,669
Sherman, John	Labourer, Roads & Drains	91,808	628
Simpson, Gregory	Lead Hand, Water & Sewer	96,957	2,125
Simpson, Michael	Fire Captain	155,179	3,252
Smith, Kirt	Labourer, Water & Sewer	86,733	967
Sylvestre, Yvan	Manager of Infrastructure	145,726	1,206
Syverson, Robert	Fire Captain	144,568	3,167
Van Der Kamp, Ivo	Development Planner	124,322	1,329
Vantreight, Ryan	Fire Smart Coordinator	94,942	4,167
Watt, Cort	Labourer, Water & Sewer	86,655	2,425
Whalley, Nancy	Administration Assistant, Facilities	79,638	405
Wick, Christopher	Lead Hand, Parks	94,780	2,549
Ziegler, Troy	Director of Financial Services	162,945	1,168
Total \$75,000 or More		\$7,195,111	\$128,271
Total Under \$75,000		1,960,236	60,554
Grand Total		\$9,155,347	\$188,825

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Statement of Severance Agreements:

There were no severance agreements during the fiscal year 2024.

Note – Agreements noted above do not include employees of the Central Saanich Police Board.

Statement of Reconciliation to Financial Statements Disclosure:

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.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule of Payments to Suppliers of Goods and Services

For the Year Ended December 31, 2024

Supplier Name	Amount Paid
	\$
Aardvark Pavement Marking Services	52,431
Access Information Management Of Canada ULC	25,189
Action Car And Truck Accessories Inc	39,057
Aristos Mail Tech Inc.	32,257
Associated Fire Safety Equipment	49,286
Axon Public Safety Canada Inc.	36,585
B.A. Blackwell & Associates Ltd.	29,138
BC Hydro & Power Authority	315,608
Black Press Group Ltd.	41,229
Brandt Tractor Ltd.	258,991
Brogan Fire & Safety	172,416
Butler Properties Ltd.	25,962
C.G. Mechanical Service Ltd.	50,149
Capital City Refrigeration Ltd.	121,050
Capital Regional District	4,217,186
Capital Tree Service Inc.	59,006
Central Saanich Police Association (Employee contribution)	166,082
Central Saanich Volunteer Firefighters Association (Honourarium)	40,500
Central Square Canada Software Inc.	62,821
Chase Office Interiors Inc.	28,480
Circle Communications	26,173
City of Powell River	1,288,000
City of Victoria	66,620
Columbia Fuels (Parkland)	134,261
Copcan Civil LP	72,509
Cox Taylor Lawyers	41,000
CREST	162,536
Cullen Diesel Power Ltd.	166,797
District of North Saanich	26,263
District of Saanich (includes Fire Dispatch Services)	150,536
Duka Environmental Services Ltd.	55,906
E-Comm Emergency Communications	378,483
EMCO Corporation	80,367
Emergency Management Group Inc.	45,620
Escribe Software Ltd.	31,757

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule of Payments to Suppliers of Goods and Services (Continued)

Fineline Road Marking Ltd.	27,062
Flynn Canada Ltd.	325,652
Greater Victoria Public Library	1,081,833
H2X Contracting Ltd.	108,881
Hazelwood Construction Services Inc	6,124,172
Horizon Signs	50,226
I.T. Blueprint Solutions Consulting Inc.	53,557
ICBC	95,770
ICONIX Waterworks Limited Partnership	68,868
Info-Tech Research Group Inc	29,318
Island Asphalt Ltd.	631,498
Island Ford - DFS Motors Ltd.	215,171
Island Key Computer, Ltd.	27,560
Jenner Chevrolet Buick GMC Ltd.	86,071
Justice Institute of B.C.	43,284
KPMG LLP	27,878
KTI Limited	43,422
McElhanney Ltd.	73,974
MDI Landscape Architects	73,464
Michell Excavating Ltd.	139,771
Microserve	135,911
Minister of Finance Health Tax	268,312
Monk Office Supply Ltd.	28,023
Municipal Insurance Association BC	157,523
Municipal Pension Plan (Employer & Employee portion)	2,695,960
OK Tire Auto Service	39,539
P & R Truck Centre Ltd.	40,486
Pacific Blue Cross	925,397
Peninsula Streams Society	31,000
Pinna Sustainability Inc.	71,282
PLAN Contracting Ltd.	556,807
Primecorp Police Records Information Management	59,888
Privacyworks Consulting Inc.	93,857
Rampart International	44,837
Raylec Power Ltd.	137,940
Receiver General - CRA (Employer & Employee portion)	4,306,825
Rogers	26,580
Sasquatch Heat Pumps	36,000

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule of Payments to Suppliers of Goods and Services

(Continued)

School District No. 63	15,844
Seafirst Insurance Brokers	136,755
Shades Tankers (1976) Ltd.	39,571
Shaw Business Solutions	30,119
Sigma Safety Corp.	94,779
Slegg Building Materials	30,016
SMS Summit Mechanical Systems Ltd.	52,782
Softchoice LP	139,779
Southcoast Electric Ltd.	56,447
Stantec Consulting Ltd.	202,233
Suncor Energy Products Partnership	109,621
Telus Communications Company	31,263
TELUS Mobility	30,603
Think Communications Inc.	34,294
Van der Wal Equipment (1989) Ltd	280,232
VertiGIS North America Ltd.	26,432
VForce Commercial Cleaning	262,600
Victoria Ford Alliance Ltd.	604,698
Waste Management of Canada Corporation	88,887
Wayne's Tractor Service	45,378
Westerra Equipment	80,752
WFR Wholesale Fire & Rescue Ltd.	70,647
Worksafe BC	496,888
Young Anderson Barristers & Solicitors	194,114
Young Anderson Barristers & Solicitors "in trust"	7,955,000
Total \$25,000 or More	\$38,643,583
Total Under \$25,000	3,157,948
Grand Total	\$41,801,531

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.

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Schedule of Grants and Contributions

For the Year Ended December 31, 2024

Recipient	Amount \$
Canadian Federation of University Women Saanich Peninsula	3,000
Central Saanich Community Association	1,000
Cycling Without Age Society	1,000
Keating Parents' Advisory Council	1,000
Meet Your Street Grants (5 individuals, \$250 each)	1,250
Mental Health Society of Greater Victoria	1,000
Navy League of Canada (Saanich Peninsula Branch)	1,000
Peninsula Country Market Society	1,000
Saanich Inlet Lifeboat Society	1,000
Saanich Inlet Protection Society	1,000
South Vancouver Island Farmers Institute	1,000
Stelly's Parents for Dry After Grad	1,000
Town of Sidney (Sidney Food Bank)	2,747
Vancouver Island South Film and Media Commission	1,000
WSÁNEĆ Land Trust Society	27,937
WSÁNEĆ Youth Tribal Journey 2024	2,000
Total	\$47,934