



## STATEMENT OF FINANCIAL INFORMATION

For the Year Ended, December 31, 2018

The following information package, prepared in accordance with the *Financial Information Act*, was approved by the District of Taylor Council in open meeting assembled on June 3, 2019.

On behalf of Council:

Rob Fraser  
Mayor

July 2, 2019  
Date

The information contained in this package is certified as accurate and correct.

Michael McPhail  
Director of Finance/Deputy Clerk

July 2, 2019  
Date



## DISTRICT OF TAYLOR

### 2018 STATEMENT OF FINANCIAL INFORMATION REPORT

#### Debts Covered by Sinking Funds or Reserves

The District of Taylor has a Debt Retirement Reserve Fund used for the sole purpose of extinguishing long-term debt when opportunities arise for early debt pay-out. No specific debt issues are attached to the reserve fund. Arbitrary amounts are transferred out of general revenue to the reserve fund in accordance with the annual 5-year budget. As such, there are no legal requirements for the District to transfer funds into the reserve fund. Funds in the reserve fund together with interest earned therein can only be used for lump-sum early debt retirement pay-outs.

As of December, 31, 2018, the reserve fund contained a total of \$77,693.



**DISTRICT OF TAYLOR**  
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Loan Guarantee Agreement

The District of Taylor had no loan guarantee agreements.

**DISTRICT OF TAYLOR**  
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Schedule of 2018 Council Remuneration, Benefits, and Expenses

	Remuneration & Benefits	Travel / Conference / Expenses
<u>Mayor Rob Fraser</u>	\$ 22,513.40	\$ 12,265.00
<u>Councillor George Barber</u>	\$ 6,309.89	\$ 5,671.10
<u>Councillor Dave Lueneberg</u>	\$ 10,700.49	\$ 1,642.09
<u>Councillor Betty Ponto</u>	\$ 10,993.12	\$ 4,266.44
<u>Councillor Brent Taillefer</u>	\$ 10,520.49	\$ 2,146.04
<u>Councillor Michelle Turnbull</u>	\$ 1,235.70	\$ 1,000.63
<b>Grand Total Elected Officials</b>	<b><u>\$ 61,037.39</u></b>	<b><u>\$ 25,990.67</u></b>

Schedule of 2018 Staff Remuneration and Expenses

Employees earning greater than \$75,000

Mike Brown, General Tradesman	\$ 75,124.66	\$ 1,922.60
Les Bruvold, General Tradesman	\$ 79,243.17	\$ 3,255.41
Dave Callum, Golf Course General Manager	\$ 80,081.33	\$ 997.85
Ray Ensz, Public Works Lead Hand	\$ 88,834.84	\$ 3,486.38
Mike Farquharson, Acting Parks & Facilities Di	\$ 78,280.57	\$ 1,175.07
Michael McPhail, Director of Finance	\$ 98,883.50	\$ 3,916.45
Ryan Nelson, Superintendent Public Works	\$ 97,053.38	\$ 3,989.79
Tyla Pennell, Corporate Officer	\$ 86,353.00	\$ 13,907.52

Total Employees earning more than \$75,000	<u>\$ 683,854.45</u>	<u>\$ 32,651.07</u>
Total Employees earning less than \$75,000	\$ 2,683,419.55	
Total Remuneration all employees (excluded Elected Office)	\$ 3,367,274.00	
Total per Statement of Revenue and Expenditure	\$ 3,367,274.00	



## DISTRICT OF TAYLOR

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#### Severance Agreements

There was one severance agreement made between The District of Taylor and its non-unionized employees during fiscal year 2018 for the amount \$23,251. The agreement represents 5 months of salary.

## DISTRICT OF TAYLOR

### 2018 Statement of Financial Information Report

#### Schedule of 2018 Vendors over \$25,000

Name	Amount
ACUSHNET CANADA INC	63,788
ASSOCIATED FIRE SAFETY	33,018
BC ASSESSMENT AUTHORITY	38,044
BC HYDRO & POWER AUTHORITY	277,936
BC LIQUOR STORES	41,328
BIG LEAGUE UTILITIES CORP	59,337
BRANDT TRACTOR LTD	131,347
BREWERS DISTRIBUTORS LTD.	35,262
CAL-TEC REFRIGERATION	45,613
CALLAWAY GOLF CANADA LIMITED	80,749
CAPRI INSURANCE SERVICES	90,414
COLIN GRIFFITH & ASSOCIATES	101,569
COLLABRIA	353,790
D & T DISPOSALS LTD.	50,002
DEVCON INDUSTRIAL SERVICES LTD	341,980
DGS ASTRO PAVING LTD	1,049,797
EDGEWORX BUSINESS PROFESSIONALS INC.	78,334
EPSCAN INDUSTRIES LTD.	142,342
G & G GOLF COMPANY	34,761
GOLF SUPPLY HOUSE INC.	34,373
GORDON FOOD SERVICE CANADA LTD	108,579
KNAPPETT INDUSTRIES (2006) LTD	268,124
KPMG LLP, T4348	33,222
MINISTER OF FINANCE	65,547
MUNICIPAL PENSION PLAN	345,428
MURRAY CHEVROLET BUICK GMC	39,358
OAK CREEK GOLF & TURF LP	290,172
PACIFIC BLUE CROSS	146,493
PACIFIC NORTHERN GAS (N.E.) LTD.	74,300
PEACE RIVER REGIONAL DISTRICT	212,809
PEACE RIVER REGIONAL HOSPITAL DISTRICT	250,508
PIMM'S PRODUCTION EQUIPMENT LTD	45,847
Province of BC	895,688
RAGAN, ADAM AND NANCY	140,658
RECEIVER GENERAL	760,419
ROCKY MOUNTAIN PHOENIX	207,956
ROYAL BANK OF CANADA	34,507
S. YOUNG ENTERPRISES LTD	142,231
SAUNDERSONS ELECTRIC LTD	67,891
SLEEMAN BREWING & MALTING CO.	31,493

SMITH FUEL SERVICES LTD	83,266
TELUS COMMUNICATIONS	39,018
TROY LIFE & FIRE SAFETY LTD.	57,270
UNITED WAY OF NORTHERN BC	39,026
URBAN SYSTEMS	305,575
WORKERS' COMPENSATION BOARD OF BC	46,659
Payments Made (Vendors Over \$25000)	<u>\$ 7,817,526</u>

Miscellaneous Payments (\$25000 and Under) 1,695,424

TOTAL Payments \$ 9,512,950

CALLUM, DAVE 124,944

Miscellaneous Payments (\$25000 and Under) 46,967

Payments to supplier \$ 171,911

Add payments for salaries	2,907,991
less payments for EI, CPP employer portion	(585,393)
LTD, ADD & Life employee insurance (benefit)	(135,559)
MSP paid to Revenue Services for BC	(13,170)
Municipal Pension Plan Remitted	(169,000)
Workers Compensation	(46,567)
Payments for Floats & ATM's	(112,000)
2018 prepaid expenses	(57,531)
2017 prepaid expenses	62,706
Property Tax collected for others paid by chq	(1,359,005)
Inventory change	(68,527)
2018 Accounts Payable & Misc Accr Liabilities	855,382
2017 Accounts Payable & Misc Accr Liabilities	(717,155)
Depreciation	1,275,475
Capital Asset Addition	(2,991,760)
Credit Card payments (included vendors)	(359,249)
Payments issued and recovered	(403,714)
Unreconciled adjustment	(31,743)

Total of Above \$ 7,564,130

Total per Financial Statements \$ 7,564,130





DISTRICT OF TAYLOR

**2018 Statement of Financial Information Report**

Schedule of 2018 Grants-in-aid

Resolution 2DC Rotary Auction Green Fees	\$	238
2015 Handydart Contribution for 2016	\$	7,060
CHURCH OF THE GOOD SHEPHERD GRANT-IN-AID	\$	1,140
NPCC 2016 Grant Funding Jan-dec	\$	14,000
WIB 5 Sponsorship	\$	500
United Way Tournament District Team	\$	250
Team for Special Olympics Tournament Res	\$	500
Ronald McDonald tournament	\$	427
2018 Bursary	\$	2,000
2x2 Bonspiel prize	\$	343
Junior membership	\$	466
Taylor School Book ceremony	\$	2,382
Fred Jarvis (In Memoriam)	\$	604
Hoselay sponsorship	\$	1,000
	\$	<u>30,910</u>

## DISTRICT OF TAYLOR

### STATEMENT OF FINANCIAL INFORMATION

For the Year Ended, December 31, 2018

#### MANAGEMENT REPORT

The District of Taylor was incorporated as a municipality under the authority of the *Municipal Act* in 1958. Its overall mandate is to provide municipal services to the residents and taxpayers of Taylor in areas of transportation, recreation, fire protection, cultural services, emergency management, and water and sewer services. The authority to collect property taxes and user fees and the authority to create and enforce bylaws is granted under provisions of the *Local Government Act* and the *Community Charter*. Services are provided primarily within the political boundaries of the District of Taylor.

The role of Council is to legislate bylaws; to establish goals, regulations, and policies; and to provide overall direction for management in achieving these goals. The role of management is to carry out Council's directions in accordance with established bylaws, regulations, and policies. Management also oversees the day-to-day operations of the municipality. Specifically, the role of the financial manager consists of fulfilling all statutory requirements relating to finance, investment of surplus funds, safeguarding of assets, and financial reporting. The role of the municipal auditors is to provide an annual independent audit of the municipality's financial statements. Portions of this information package are excerpts of the 2018 audited financial statements.



Michael McPhail

Director of Finance/Deputy Clerk



Date