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### Financial Information Act - Statement of Financial Information

**Library Name:** Bowen Island Public Library

**Fiscal Year Ended:** 2019

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## Submission Checklist

### Financial Information Act - Statement of Financial Information

**Library Name:** Bowen Island Public Library

**Fiscal Year Ended:** 2019

a)	<input checked="" type="checkbox"/>	Approval of Statement of Financial Information
b)	<input checked="" type="checkbox"/>	A Management Report signed and dated by the Library Board and Library Director
c)	<input checked="" type="checkbox"/>	An operational statement including: i) Statement of Income
	<input checked="" type="checkbox"/>	ii) Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to the Financial Statements (audited <sup>1</sup> financial statements)
d)	<input checked="" type="checkbox"/>	Statement of assets and liabilities (audited <sup>1</sup> financial statements)
e)	<input checked="" type="checkbox"/>	Schedule of debts (audited <sup>1</sup> financial statements) If there is no debt, or if the information is found elsewhere in the SOFI, an explanation must be provided in the Schedule.
f)	<input checked="" type="checkbox"/>	Schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. If no agreements, or if the information is found elsewhere in the SOFI, an explanation must be provided in the Schedule.
g)	<input checked="" type="checkbox"/>	Schedule of Remuneration and Expenses, including: i) An alphabetical list of employees (first and last names) earning over \$75,000
	<input checked="" type="checkbox"/>	ii) Total amount of expenses paid to or on behalf of each employee under 75,000
	<input checked="" type="checkbox"/>	iii) If the total wages and expenses differs from the audited financial statements, an explanation is required
	<input checked="" type="checkbox"/>	iv) A list, by name and position, of Library Board Members with the amount of any remuneration paid to or on behalf of the member.
	<input checked="" type="checkbox"/>	v) The number of severance agreements started during the fiscal year and the range of months` pay covered by the agreement, in respect of excluded employees. If there are no agreements to report, an explanation is required.
h)	<input checked="" type="checkbox"/>	Schedule of Payments for the Provision of Goods and Services including: i) An alphabetical list of suppliers receiving over \$25,000 and a consolidated total for those suppliers receiving less than \$25,000. If the total differs from the Audited Financial Statements, an explanation is required.

<sup>1</sup> Municipal Libraries and Regional Library Districts must provide audited financial statements as per the *Libraries Act* section 11(2) and 26(2) (a). Audited statements are not required for the SOFI but if available, please include them.

**Board Approval Form**

**Financial Information Act - Statement of Financial Information**

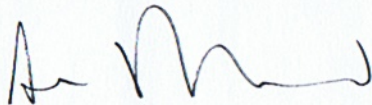
NAME OF LIBRARY <i>Bowen Island Public Library</i>		FISCAL YEAR END (YYYY) 2019
LIBRARY ADDRESS 430 Bowen Island Trunk Rd.		TELEPHONE NUMBER 604-947-9788
CITY Bowen Island	PROVINCE BC	POSTAL CODE V0N 1G0
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD Susan Munro		TELEPHONE NUMBER 604-947-0006
NAME OF THE LIBRARY DIRECTOR Tina Nielsen		TELEPHONE NUMBER 604-947-9788

**DECLARATION AND SIGNATURES**

*We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information of the year ended 2019 for Bowen Island Public Library as required under Section 2 of the Financial Information Act.*

SIGNATURE OF THE CHAIRPERSON OF THE LIBRARY BOARD\*

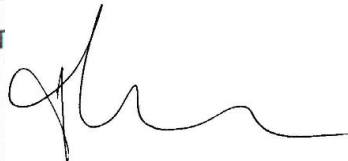
DATE SIGNED (DD-MM-YYYY)



21-05-2020

SIGNATURE OF THE LIBRARY DIRECT

DATE SIGNED (DD-MM-YYYY)



21-05-2020



## Management Report

### Financial Information Act - Statement of Financial Information

Library Name: Bowen Island Public Library

Fiscal Year Ended: 2019

#### 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 Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all other schedules of financial information and for ensuring this information is consistent, where appropriate, with the information contained in the financial statements and for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of the Library is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

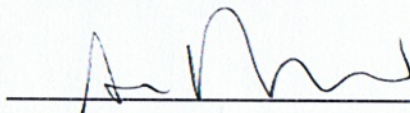
The external auditors, BDO Canada, LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules of financial information required by the *Financial Information Act*. Their examination includes a review and evaluation of the board's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of Bowen Island Public Library

Name, Chairperson of the  
Library Board [Print]

Susan Munro

Signature,  
Chairperson of the Library  
Board



Date  
(MM-DD-YYYY)

20.05.21

Name,  
Library Director [Print]

Tina Nielsen

Signature,  
Library Director



Date  
(MM-DD-YYYY)

05-21-2020



**Bowen Island Public Library  
430 Bowen Island Trunk Road  
Bowen Island, BC  
V0N 1G1**

**Statement of Revenue and Expenditures**

**December 31, 2019**

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**Revenues**

Donations	\$ 25,387
Grants	\$ 26,464
Net Transfer from Bowen Island Municipality	\$ 251,600
Other Revenue	\$ 15,747

<b>Total Revenues</b>	<b>\$ 319,198</b>
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**Expenses**

Salary & Benefits	\$ 224,698
Operation Goods & Services	\$ 42,486
Amortization	\$ 45,401

<b>Total Expenses</b>	<b>\$ 312,585</b>
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<b>Excess (deficiency) of revenues over expenses</b>	<b>\$ 6,613</b>
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<b>Accumulated Surplus, beginning of year</b>	<b>\$ 190,469</b>
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<b>Accumulated Surplus, end of year</b>	<b><u>\$ 197,082</u></b>
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**Bowen Island Public Library  
430 Bowen Island Trunk Road  
Bowen Island, BC  
V0N 1G1**

**Statement of Assets and Liabilities**

**December 31, 2019**

<b>Assets</b>	
Due from Bowen Island Municipality	\$ 43,475
<b>Liabilities</b>	\$ -
<b>Net Financial Assets</b>	<u>\$ 43,475</u>
<b>Non Financial Assets</b>	
Books	\$ 233,868
Furniture & Equipment	\$ 201,887
Less Amortization	<u>\$ (282,148)</u>
Net Book Value of Non-Financial Assets	<u>\$ 153,607</u>
<b>Accumulated Surplus</b>	<u><u><b>\$ 197,082</b></u></u>
 <b>Accumulated Surplus is Represented by:</b>	
Library Surplus Fund	\$ 43,475
Library Capital Equity	<u>\$ 153,607</u>
	<u><u><b>\$ 197,082</b></u></u>

**Bowen Island Public Library  
430 Bowen Island Trunk Road  
Bowen Island, BC  
V0N 1G1**

**Statement of Cash Flows**

**December 31, 2019**

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**Operational Activity**

Annual Surplus	\$ 6,613
Items not involving cash	
Amortisation expense	\$ 45,401
Increase in due from Bowen Island Municipality	<u>\$ 22,457</u>

Net change in cash from operating activities	\$ 74,471
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**Capital Activity**

Cash used to acquire tangible capital assets	<u>\$ 29,556</u>
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Net change in cash from capital activities	\$ 29,556
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Net change in cash	\$ -
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Cash, beginning of year	\$ -
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Cash, end of year	\$ -
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**Schedule of Debt**

**Financial Information Act - Statement of Financial Information**

**Library Name:** Bowen Island Public Library

**Fiscal Year Ended:** 2019

The Bowen Island Public Library has no long term debt.

Prepared under the Financial Information Regulation, Schedule 1, section 4.

**Bowen Island Public Library  
430 Bowen Island Trunk Road  
Bowen Island, BC  
V0N 1G0**

**SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019  
PURSUANT TO THE FINANCIAL INFORMATION ACT**

Nil Guarantee and Indemnity Agreements

NIL Contingent Liabilities and Commitments

**Bowen Island Public Library**  
**430 Bowen Island Trunk Road**  
**Bowen Island, BC**  
**V0N 1G0**

SCHEDULE OF AMOUNTS PAID TO EMPLOYEES  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019  
PURSUANT TO THE FINANCIAL INFORMATION ACT

	Salary & Taxable Remuneration *	Expenses **
Amounts Paid to Employees >\$75,000	\$ -	\$ -
Amounts Paid to Employees <\$75,000	<u>\$ 183,493</u>	<u>\$ 358</u>
Total Employee Remuneration:	<u><u>\$ 183,493</u></u>	<u><u>\$ 358</u></u>

**RECONCILIATION OF AMOUNTS PAID TO EMPLOYEES**

Total Employee Remuneration including taxable benefits above:	\$ 183,493
Add: Employer Portion of Municipal Pension Plan	\$ 12,260
CRA Employer Portion of CPP, EI, WCB, other benefits	\$ 18,956
Health & Dental Insurance Premiums and Other	<u>\$ 9,989</u>
<b>Total:</b>	<b><u>\$ 224,698</u></b>
<b>Salaries, Wages &amp; Benefits per Financial Statements:</b>	<b><u><u>\$ 224,698</u></u></b>

*\*Salary and Taxable Remuneration* includes taxable benefits and items such as vacation payout for leave not taken, retroactive salary adjustments and bonuses; and does not include severance payments.

*\*\*Expenses* includes travel expenses, memberships, tuition, relocation, vehicle leases, extraordinary hiring expenses, registration fees and similar amounts paid directly to an employee, or to a third party on behalf of the employee, and which has not been included in 'remuneration'. Expenses is not limited to expenses that are generally perceived as perquisites, or bestowing personal benefit, and may include expenditures required for employees to perform their job functions.



**Bowen Island Public Library  
430 Bowen Island Trunk Road  
Bowen Island, BC  
V0N 1G0**

**SCHEDULE OF AMOUNTS PAID TO ELECTED OFFICIALS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019  
PURSUANT TO THE FINANCIAL INFORMATION ACT**

Amounts paid to Elected Officials

N/A - Volunteer Board

**Bowen Island Public Library  
430 Bowen Island Trunk Road  
Bowen Island, BC  
V0N 1G0**

STATEMENT OF SEVERANCE AGREEMENTS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019  
PURSUANT TO THE FINANCIAL INFORMATION ACT

**Bowen Island Public Library Statement of Severance Agreements**

There was NIL severance agreements entered into during the year 2019. Prepared under the Financial Information Regulation, Schedule 1, subsection 6(7).

**Schedule of Changes in Financial Position**

**Financial Information Act - Statement of Financial Information**

**Library Name:** Bowen Island Public Library

**Fiscal Year Ended:** 2019

A Statement of Changes in Financial Position has not been prepared because this information is provided in the Financial Statements.



**Bowen Island Public Library  
430 Bowen Island Trunk Road  
Bowen Island, BC  
V0N 1G0**

SCHEDULE OF AMOUNTS PAID TO SUPPLIERS FOR GOODS OR SERVICES  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019  
PURSUANT TO THE FINANCIAL INFORMATION ACT

<b><u>SUPPLIER &gt; \$25,000</u></b>	<b><u>AMOUNT</u></b>
Jonathan Morgan and Company Limited	29,957
	<u>\$ 29,957</u>
Miscellaneous payments (\$25,000 and under):	<u>\$ 78,391</u>
<b>Total Payments</b>	<b><u><u>\$ 108,349</u></u></b>

**RECONCILIATION OF TOTAL AMOUNTS PAID**

<b>Total Payments above</b>	\$ 108,349
Deduct: Capital expenditures included above	\$ (65,863)
Add: Salaries, Wages and Benefits	\$ 224,698
Amortization	\$ 45,401
<b>Total Payments Adjusted</b>	<b><u>\$ 312,585</u></b>
<b>Total Expenses per Financial Statements</b>	<b><u><u>\$ 312,585</u></u></b>

**Bowen Island Municipality**  
**Financial Statements**  
**For the year ended December 31, 2019**

**Bowen Island Municipality**  
**Financial Statements**  
For the year ended December 31, 2019

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## Management's Responsibility for the Financial Statements


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The accompanying financial statements of Bowen Island Municipality (the "Municipality") are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in 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 Municipality'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 carry out their responsibility for the financial statements jointly with its Finance Advisory Committee. The Committee meets with management on a scheduled basis and at least semi-annually with BDO Canada LLP to review their activities and to discuss auditing, internal control, accounting policy, and financial reporting matters. Council approves the financial statements; the Finance Advisory Committee reviews the recommendations of the independent auditors for improvements to controls as well as the actions of management to implement such recommendations.

The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the Municipality. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Municipality's financial statements.



Chief Financial Officer

May 25, 2020



Tel: 604 688 5421  
Fax: 604 688 5132  
vancouver@bdo.ca  
www.bdo.ca

BDO Canada LLP  
600 Cathedral Place  
925 West Georgia Street  
Vancouver BC V6C 3L2 Canada

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## Independent Auditor's Report

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### To the Mayor and Councilors of Bowen Island Municipality

#### Opinion

We have audited the financial statements of Bowen Island Municipality (the "Municipality"), which comprise the Statement of Financial Position as at December 31, 2019, the Statements of Operations, Change in Net Financial Assets and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2019, and its results of operations, its changes in net financial assets, and 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 report. We are independent of the Municipality 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 these financial statements in accordance with Canadian public 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 Municipality'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 Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality'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 these financial statements.



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## Independent Auditor's Report

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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 Municipality'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 Municipality'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 Municipality 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.

We 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.

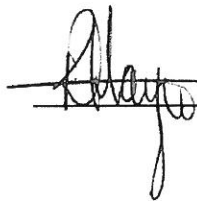
*BDO Canada LLP*

Chartered Professional Accountants

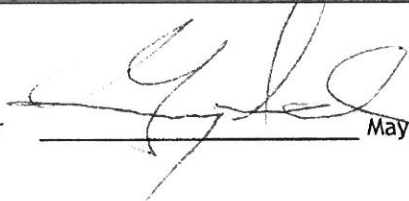
Vancouver, British Columbia  
May 25, 2020

**Bowen Island Municipality  
Statement of Financial Position**

<u>December 31</u>	<u>2019</u>	<u>2018</u>
<b>Financial Assets</b>		
Cash and cash equivalents	\$ 2,305,763	\$ 303,939
Accounts receivable (Note 2)	875,107	923,850
Portfolio investments (Note 3)	<u>10,298,205</u>	<u>12,714,768</u>
	<u>13,479,075</u>	<u>13,942,557</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 4)	1,997,942	1,518,533
Deferred revenue (Note 5)	2,217,686	2,225,444
Debt (Note 6)	1,973,980	2,046,806
Capital lease (Note 7)	<u>5,417</u>	<u>9,513</u>
	<u>6,195,025</u>	<u>5,800,296</u>
<b>Net Financial Assets</b>	<u>7,284,050</u>	<u>8,142,261</u>
<b>Non-Financial Assets</b>		
Tangible capital assets (Schedule 1)	60,867,616	58,732,107
Prepaid expenses	<u>63,774</u>	<u>57,947</u>
	<u>60,931,390</u>	<u>58,790,054</u>
<b>Accumulated Surplus (Note 8)</b>	<u>\$ 68,215,440</u>	<u>\$ 66,932,315</u>



Chief Financial Officer



Mayor

**Bowen Island Municipality**  
**Statement of Operations**

For the year ended December 31	Fiscal Plan 2019 (Note 15)	2019	2018
<b>Revenue (Schedules 2 and 3)</b>			
Taxation (Note 13)	\$ 6,482,100	\$ 6,491,676	\$ 5,816,955
Water utility fees	855,000	889,896	891,931
Sewer utility fees	181,100	235,604	180,154
Other fees and charges	541,100	578,183	920,697
Government transfers - Federal	1,291,000	254,167	113,611
Government transfers - Provincial	2,293,925	837,251	486,280
Contributed tangible capital assets	-	536,000	952,684
Other contributions	23,100	35,387	197,914
Other revenue	111,100	141,036	120,977
Return on investments	98,800	338,819	238,787
	<u>11,877,225</u>	<u>10,338,019</u>	<u>9,919,990</u>
<b>Expenses (Schedule 2 and 3)</b>			
Public Works, Parks, and Environment	3,112,322	3,005,045	2,552,453
General government and fiscal services	1,649,000	1,784,963	1,631,372
Development and planning	861,500	716,906	652,397
Recreation and library	1,071,914	1,103,979	958,508
Protective services	632,714	848,851	703,617
Water systems operations	1,169,155	1,234,672	982,729
Sewer system operations	318,289	360,478	314,466
	<u>8,814,894</u>	<u>9,054,894</u>	<u>7,795,542</u>
<b>Annual Surplus</b>	3,062,331	1,283,125	2,124,448
<b>Accumulated Surplus, beginning of year</b>	<u>66,932,315</u>	<u>66,932,315</u>	<u>64,807,867</u>
<b>Accumulated Surplus, end of year</b>	<u>\$ 69,994,646</u>	<u>\$ 68,215,440</u>	<u>\$ 66,932,315</u>



**Bowen Island Municipality**  
**Statement of Change in Net Financial Assets**

<b>For the year ended December 31</b>	<b>Fiscal Plan 2019</b>	<b>2019</b>	<b>2018</b>
	(Note 15)		
<b>Annual Surplus</b>	<b>\$ 3,062,331</b>	<b>\$ 1,283,125</b>	<b>\$ 2,124,448</b>
Acquisition of tangible capital assets	(7,850,700)	(3,238,804)	(2,122,368)
Amortization of tangible capital assets	1,639,295	1,639,295	1,583,061
Contribution of tangible capital assets	-	(536,000)	(952,684)
	<b>(6,211,405)</b>	<b>(2,135,509)</b>	<b>(1,491,991)</b>
Acquisition of prepaid expenses	-	(63,774)	(57,947)
Use of prepaid expenses	-	57,947	21,210
<b>Change in Net Financial Assets for the year</b>	<b>(3,149,074)</b>	<b>(858,211)</b>	<b>595,720</b>
<b>Net Financial Assets, beginning of year</b>	<b>8,142,261</b>	<b>8,142,261</b>	<b>7,546,541</b>
<b>Net Financial Assets, end of year</b>	<b>\$ 4,993,187</b>	<b>\$ 7,284,050</b>	<b>\$ 8,142,261</b>

**Bowen Island Municipality**  
**Statement of Cash Flows**

For the year ended December 31

2019

2018

**Cash provided by (used in)**

**Operating transactions**

Annual surplus	\$ 1,283,125	\$ 2,124,448
Items not involving cash		
Amortization of tangible capital assets	1,639,295	1,583,061
Sinking fund earnings	(18,273)	(15,500)
Contribution of tangible capital assets	(536,000)	(952,684)
	<u>2,368,147</u>	<u>2,739,325</u>

Changes in non-cash operating balances

Accounts receivable	48,743	26,103
Accounts payable and accrued liabilities	479,409	11,746
Deferred revenue	(7,758)	(62,309)
Prepaid expenses	(5,827)	(36,737)
	<u>2,882,714</u>	<u>2,678,128</u>

**Capital transactions**

Acquisition of tangible capital assets	(3,238,804)	(2,122,368)
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**Investing transaction**

Disposal (acquisition) of portfolio investments, net	2,416,563	(438,879)
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**Financing transactions**

Repayment of debt	(54,553)	(53,532)
Capital lease repayments	(4,096)	(3,895)
	<u>(58,649)</u>	<u>(57,427)</u>

**Increase in cash during the year**

2,001,824      59,454

**Cash, beginning of year**

303,939      244,485

**Cash, end of year**

\$ 2,305,763      \$ 303,939

**Supplemental information:**

Interest paid	\$ 57,711	\$ 83,674
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## **Bowen Island Municipality**

### **Notes to the Financial Statements**

**December 31, 2019**

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Bowen Island Municipality (the "Municipality") is an Island Municipality in the province of British Columbia. The Municipality was established pursuant to an Order of the Lieutenant Governor in Council effective December 4, 1999 and operates under the provisions of the Community Charter. The Municipality provides municipal services such as fire, public works, planning, parks, recreation, library and other general government services. The Municipality owns and operates seven Local Area Services for Water and one Local Area Service for Sewer, each of which provide service to properties within a discrete geographic area, and which are funded by the properties within those boundaries.

The Municipality prepares its financial statements in accordance with Canadian public sector accounting standards developed by the Public Sector Accounting Board ("PSAB") of CPA Canada.

Services, assets, liabilities, fund balances and reserves were transferred to the Municipality pursuant to the Letters Patent from the aforementioned Order-in-Council that incorporated the Municipality. The Municipality is a member municipality of Metro Vancouver and of the Islands Trust and has various responsibilities to both entities.

#### **1. Significant Accounting Policies**

##### **(a) Cash and Cash Equivalents**

Management considered all highly liquid investments with maturity of three months or less at acquisition to be cash equivalents.

##### **(b) Portfolio Investments**

Portfolio investments other than derivatives or equity instruments quoted in active markets are recorded at amortized cost unless there has been a decline in the market value which is other than temporary in nature in which case the investments are written down to market value. The Municipality manages and records its pooled funds at market values, which approximate amortized cost.

##### **(c) Financial Instruments**

The Municipality's financial instruments consist of cash, accounts receivable, portfolio investments, accounts payable, capital lease and long-term debt. Unless otherwise indicated, it is management's opinion that the Municipality is not exposed to any significant interest, credit or currency risks arising from these financial instruments.

##### **(d) 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.

**December 31, 2019**

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**1. Significant Accounting Policies (Continued)**

**(e) Tangible Capital Assets**

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is put into use. Contributed tangible capital assets are recorded at fair value at the time of the contribution.

Estimated useful lives of tangible capital assets are as follows:

Land improvements	15 to 30 years
Buildings	20 to 50 years
Sewer treatment plant	15 to 56 years
Equipment, furniture and vehicles	8 to 20 years
Infrastructure - water	5 to 100 years
Infrastructure - sewer	5 to 100 years
Roads	10 to 75 years
Other	10 to 60 years

**(f) Leased Assets**

Leases entered into that transfer substantially all the benefits and risks associated with ownership are recorded as the acquisition of a tangible capital asset and the incurrence of an obligation. The asset is amortized in a manner consistent with tangible capital assets owned by the Municipality and the obligation, including interest thereon, is repaid over the term of the lease. All other leases are accounted for as operating leases and the rental costs are expensed as incurred.

**(g) Deferred Revenue**

Government transfers and other funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the statement of financial position. The revenue is recognized in the statement of operations in the year in which it is used for the specified purpose or the stipulation liability is settled.

**(h) Collection of Taxes on Behalf of Other Taxation Authorities**

The Municipality collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of other entities are not reflected in these financial statements.

**December 31, 2019**

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**1. Significant Accounting Policies (Continued)**

**(i) Revenue Recognition**

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. Annual levies for non-optional municipal services and general administrative services are recorded as taxes for municipal services in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts, if necessary. Levies imposed by other taxing authorities are not included as taxes for municipal purposes.

Through the British Columbia Assessment Authority's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded.

Charges for sewer and water usage and connections are recorded as utility fees. Connection fee revenues are recognized when the connection has been established.

Other revenue and remaining user fees are recognized on an accrual basis as earned.

**(j) Government Transfers**

Government transfers, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue if the transfer stipulations give rise to a liability. The transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

When the Municipality is deemed the transferor, the transfer expense is recognized when the recipient is authorized and has met the eligibility criteria.

**(k) Liability for Contaminated Sites**

Governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standard, the government has responsibility for remediation, future economic benefits will be given up and a reasonable estimate can be made.

Management has assessed its potential liabilities under the standard including sites that are no longer in productive use and sites for which the Municipality accepts responsibility. There were no such sites that had contamination in excess of an environmental standard which require remediation at this time, therefore no related liability has been recognized in these financial statements.



**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

**1. Significant Accounting Policies (Continued)**

**(l) Use of Estimates**

The preparation of the financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

**2. Accounts Receivable**

	2019	2018
User rates receivable	\$ 343,153	\$ 330,584
Taxes receivable	347,463	418,930
General accounts receivable	34,646	73,807
GST receivable	126,200	75,262
Government transfers receivable	23,645	25,267
	<u>875,107</u>	<u>923,850</u>

**3. Portfolio Investments**

	2019	2018
MFA bond fund	\$ 5,730,817	\$ 5,557,521
MFA money market fund	4,010,356	3,937,083
First Credit Union term deposits	557,032	3,220,164
	<u>\$10,298,205</u>	<u>\$ 12,714,768</u>

MFA bond and money market funds include bank issued notes, bonds and Provincial bonds and debentures. The current yield of the bond fund is 3.14% (2018 - 1.79%) with maturities ranging from 2020 to 2025. The current yield of the money market fund is 1.86% (2018 - 0.96%). Both funds are redeemable at any time. The interest rates of the term deposits are 2.50% (2018 - 2.50%) and maturities range from January 2020 to October 2020 (2018- March 2019 to October 2020).

The investments are held in support of the statutory reserve funds as disclosed in note 9.

**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

**4. Accounts Payable and Accrued Liabilities**

	2019	2018
Building permit deposits	\$ 511,966	\$ 504,522
Subdivision deposits	368,343	342,082
Miscellaneous works deposits	25,348	51,111
Trade accounts payable	363,994	321,679
Accounts payable - Capital	561,110	175,275
Salaries and benefits payable	164,136	98,976
School and police tax payable	3,045	24,888
	<u>\$ 1,997,942</u>	<u>\$ 1,518,533</u>

**5. Deferred Revenue**

	2019	2018
Water Treatment Plant (a)	\$ 1,439,845	\$ 1,544,363
Water Fund Capital	324,579	324,579
Development Cost Charges - Parks	238,033	230,901
Property Tax Prepayments	90,672	68,217
Rural Dividend Grant	49,468	-
Conservation initiatives - Bowen Island Conservancy	16,440	16,440
Killarney Lake/Hiker's Trail	10,000	10,000
Amenity donation - Traffic Calming Whitesails Drive	-	10,000
Donations	16,348	10,969
Recreation program fees	13,713	9,975
Other	18,588	-
	<u>\$ 2,217,686</u>	<u>\$ 2,225,444</u>

- (a) In 2017 the Municipality received grant proceeds from the Federal Government for the construction of a Water Treatment Plant. Construction of the plant was anticipated to commence in 2018 however this was delayed. Construction is now anticipated to commence in 2020.

**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

**6. Debt**

The Municipality issues debt instruments through the Municipal Finance Authority, pursuant to security-issuing bylaws under authority of the Community Charter, to finance certain capital expenditures. As required by the Municipal Finance Authority, interim financing obtained to acquire "Community Lands" was converted to Long Term Debt during 2019.

	2019	2018
Long-term debt - 2.1%, maturing 2019	\$ -	\$ 32,744
Interim financing - 1.94% maturing 2018	-	1,980,000
Long-term debt - 3.20%, maturing 2048	1,957,961	-
Equipment financing - 1.5% (floating), maturing 2020	16,019	34,062
	<u>\$ 1,973,980</u>	<u>\$ 2,046,806</u>

In April 2020, the MFA approved debt in favour of the Municipality in the amount of \$2,533,000 at an interest rate of 1.99%, payable over a 30-year term. The debt will be used to fund the construction of a water treatment plant.

Repayments of debt required in the next five years and thereafter are as follows:

	Interest	Principal & Actuarial	Total
2020	\$ 89,389	\$ 59,318	\$ 148,707
2021	114,407	107,037	221,444
2022	114,407	109,624	224,031
2023	114,407	112,275	226,682
2024	114,407	114,994	229,401
Thereafter	2,821,371	4,003,732	6,825,103
	<u>\$3,368,388</u>	<u>\$4,506,980</u>	<u>\$7,875,368</u>

**7. Capital Lease**

Obligation under capital lease for equipment:

The future minimum lease payments due under capital lease are as follows:

2020	\$ 4,500
2021	1,125
	<u>5,625</u>
Less: imputed interest	(208)
Present value of minimum lease payments	<u>\$ 5,417</u>



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**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

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**8. Accumulated Surplus**

The Municipality segregates its accumulated surplus in the following categories:

	<u>2019</u>	<u>2018</u>
Unappropriated surplus	\$ 2,366,454	\$ 2,815,833
Water utilities surplus	744,406	773,667
Sewer utility surplus	(23,111)	105,699
Statutory Reserve funds (Note 9)	6,228,449	6,561,328
Investment in tangible capital assets	<u>58,899,242</u>	<u>56,675,788</u>
	<u>\$ 68,215,440</u>	<u>\$ 66,932,315</u>

The unappropriated surplus is the amount of accumulated surplus remaining after deducting the various appropriated surplus balances and the investment in non-financial assets.

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**9. Statutory Reserve Funds**

Individual statutory reserve funds have restrictions and conditions as follows:

- (a) **Fire Protection Reserve Fund** - Bylaw No. 12, 2000. Originally transferred from Bowen Island Fire Protection District. Restricted for fire protection purposes.
- (b) **Community Parks Reserve Fund** - Bylaw 16, 2000. Originally transferred from Metro Vancouver. Restricted for capital works or equipment with respect to Community Parks.
- (c) **Recreation and Other Community Use Reserve Fund** - Bylaw 17, 2000. Originally transferred from Metro Vancouver. Restricted for capital works or equipment for Recreation and Community use.
- (d) **Mount Gardner Dock Reserve Fund** - Bylaw 18, 2000. Originally transferred from Metro Vancouver. Restricted for capital works or equipment on the Mount Gardner Dock.
- (e) **Cove Bay Water System Fund**- Bylaw 19, 2000. Originally transferred from Metro Vancouver. Restricted for capital works or equipment on the Cove Bay Water System.
- (f) **Hood Point Water System** - Bylaw 73, 2002. Restricted for capital projects and land, machinery or equipment necessary for Hood Point Water System specified area.
- (g) **Blue Water System** - Bylaw 74, 2002. Restricted for capital projects and land, machinery or equipment necessary for Blue Water System specified area

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**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

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**9. Statutory Reserve Funds (Continued)**

- (h) **Bowen Bay Water System** - Bylaw 75, 2002. Restricted for capital projects and land, machinery or equipment necessary for Bowen Bay Water System specified area.
- (i) **Eagle Cliff Water System** - Bylaw 76, 2002. Restricted for capital projects and land, machinery or equipment necessary for Eagle Cliff Water System specified area.
- (j) **Tunstall Bay Water System** - Bylaw 77, 2002. Restricted for capital projects and land, machinery or equipment necessary for Tunstall Bay Water System specified area.
- (k) **Equipment Replacement Reserve Fund** - Bylaw No. 134. Restricted for replacement of municipal mobile equipment.
- (l) **Roads Maintenance and Renewal Reserve Fund** - Bylaw No. 135. Restricted for maintenance, renewal or construction of municipal road works.
- (m) **Capital Replacement and Renewal Fund** - Bylaw No. 294, 2011. Restricted for replacement or restoration of capital assets and infrastructure.
- (n) **Snug Cove Improvement Reserve Fund** - Bylaw No. 347. Restricted for funding development and general improvements to Snug Cove.
- (o) **Community Works Reserve Fund** - Bylaw No. 377. Restricted for eligible expenditures as defined by the Community Works Fund Agreement (Gas Tax).
- (p) **Parkland Reserve Fund** - Created under the authority of Section 188 (2) of the Community Charter. Restricted for the purpose of acquiring parkland.
- (q) **Parking Reserve Fund** - Bylaw No. 416. Money received in lieu of provision of off street parking and interest earned on those funds. To be used for sole purpose of providing new and existing off-street parking spaces on Bowen Island.
- (r) **Alternative Transportation Initiatives** - Bylaw No. 417. Money received in lieu of provision of off street parking and interest earned on those funds. To be expended solely for purpose of transportation infrastructure that supports walking, cycling, public transit or other sources of transportation on Bowen Island.
- (s) **Public Art Reserve** - Bylaw No. 446. Reserve that holds monies for public art acquisitions, maintenance and related public art programs.

**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

**9. Reserve Funds (Continued)**

Continuity of reserve fund operations is as follows:

	Opening Balance	Contributions & Transfers In	Investment Earnings	Expenditures & Transfers Out	Closing Balance
Fire Protection	\$ 342,132	\$ -	\$ 8,938	\$ (47,200)	\$ 303,870
Community Parks	396,100	-	10,348	(25,215)	381,233
Recreation & Other Community Use	326,668	-	8,534	(118,710)	216,492
Mount Gardner Dock	40,622	-	1,061	(17,836)	23,847
Cove Bay Water System	1,093,227	-	28,560	(386,443)	735,344
Hood Point Water System	424,623	59,732	-	(15,000)	469,355
Blue Water Park System	195,028	-	-	(162,019)	33,009
Bowen Bay Water System	88,979	4,145	-	-	93,124
Eagle Cliff Water System	204,382	-	-	-	204,382
Tunstall Bay Water System	230,831	21,573	-	(8,500)	243,904
Equipment Replacement	157,801	-	4,123	(44,205)	117,719
Roads Maintenance & Renewal	750,944	-	19,618	(358,410)	412,152
Capital Replacement & Renewal	2,137,180	1,366,500	55,834	(767,100)	2,792,414
Community Works	66,751	197,752	2,579	(189,350)	77,732
Parklands Acquisition	72,989	-	1,908	-	74,897
Parking Reserve Fund	20,343	-	531	-	20,874
Alternative Transportation Initiatives	12,728	5,000	364	-	18,092
Public Art Reserve	-	10,000	-	-	10,000
	<u>\$ 6,561,328</u>	<u>\$ 1,664,702</u>	<u>\$ 142,398</u>	<u>\$ (2,139,988)</u>	<u>\$ 6,228,449</u>

**10. Contingent Liabilities**

- (a) The Municipality is partially self-insured through the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the Municipality along with the other participants, would be required to contribute towards the deficit. No provision for a liability was deemed necessary.
- (b) The Municipality's debt instruments that originated with Metro Vancouver are issued through the Municipal Finance Authority. A portion of the debenture proceeds is withheld by the Municipal Finance Authority as a debt reserve fund as a condition of these borrowings. These funds, which total \$53,019 (2018 - \$19,773), are not reflected in these financial statements.

The Municipality also executes demand notes in connection with each debenture whereby the Municipality may be required to loan amounts to the Municipal Finance Authority. The demand notes, which total \$33,019 (2018 - \$15,407), are contingent in nature and are not reflected in these financial statements.

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**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

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**10. Contingent Liabilities (Continued)**

- (c) From time to time, the Municipality may be named in lawsuits. At any given point in time, there may be a few lawsuits pending in which the Municipality is involved. It is considered that the potential claims against the Municipality resulting from litigation and not covered by insurance would not materially affect these financial statements.
  - (d) The Municipality is responsible as a member of Metro Vancouver for its share of any operating deficits or long-term debt related to functions in which it participates.
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**11. Commitments**

**Recreational Space Lease Agreement**

The Municipality entered into an agreement to lease space at 650 Carter Road, Bowen Island at an annual cost of \$22,500. The five-year agreement commenced on January 1, 2016 and expires on December 31, 2020.

**Municipal Hall Lease Agreement**

The Municipality entered into an agreement to lease the building located at 981 Artisan Lane, Bowen Island at an approximate annual cost of \$89,000. The five-year agreement commenced on November 1, 2015 and expires on October 31, 2020.

**Waste disposal contract**

Subsequent to year end the Municipality entered into an agreement for residential garbage pick up and disposal at an approximate annual cost of \$1,252,122. The seven year agreement will commence on January 1, 2020 to December 31, 2026.

**Capital Project Agreements**

During 2017, the Municipality entered into agreements related to the planned construction of the Bowen Island Community Centre for a total amount of approximately \$535,000. As at December 31, 2019, approximately \$485,000 of this cost has been incurred and the remaining amount is expected to be paid in 2020 as work on the project continues.

During 2017, the Municipality entered into agreements related to the planned construction of the Cove Bay Water Treatment Plant. As at December 31, 2019, approximately \$800,000 in costs have been incurred. In February 2020, the construction contract was awarded to an independent contractor. Expected costs to completion in 2021 are estimated to be \$9M.

In April 2020, the MFA approved debt in favour of the Municipality in the amount of \$2,533,000, payable in 30 years. The debt will be used to fund the construction of water treatment plant.

In 2018 the Municipality entered into agreements related to the planned construction of a new Fire Hall and Emergency Planning building for a total amount of approximately \$293,000. As of December 31, 2019 approximately \$240,800 of this cost has been incurred.

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**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

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**12. Pension Plan**

The Municipality 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, 2018, the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 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 as at December 31, 2018 indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2021 with results available later in 2022. 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 Municipality paid \$226,262 for employer contributions to the Plan in the year ended December 31, 2019 (2018 - \$192,943) while employee contributions totaled \$196,129 (2018 - \$171,450).



**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

**13. Taxation**

	Fiscal Plan 2019	2019	2018
Collections for municipal purposes			
General municipal purposes	\$ 5,372,600	\$ 5,385,548	\$ 4,997,777
Payments in lieu of taxes	66,300	64,423	62,092
Waste and recycling parcel tax	950,400	950,398	666,171
Water parcel taxes	90,400	91,307	90,915
	<u>\$ 6,479,700</u>	<u>\$ 6,491,676</u>	<u>\$ 5,816,955</u>

The following are collected on behalf of other taxing authorities and are not included on the Municipality's Statement of Operations:

	2019	2018
Collections for other governments		
Province of British Columbia - school tax	\$ 2,507,262	\$ 2,059,848
Islands Trust	329,636	294,129
Metro Vancouver	105,867	100,630
TransLink	600,995	534,007
Municipal Finance Authority	526	481
British Columbia Assessment Authority	103,760	99,283
Police Tax	414,152	399,914
	<u>\$ 4,062,198</u>	<u>\$ 3,488,292</u>

**Bowen Island Municipality**  
**Notes to the Financial Statements**

**December 31, 2019**

**14. Assistance Granted to Community Organizations**

	2019	2018
Bowen Island Arts Council	\$ 53,040	\$ 52,000
Bowen Island Community Museum and Archives	32,000	32,000
West Vancouver School District #45	12,440	12,440
Core funding subtotal	97,840	96,440
Bowen Island Caring Circle	13,000	13,000
Bowen Island Resilient Community Housing	25,000	1,000
Miscellaneous grants	49,160	19,765
	<b>\$ 184,640</b>	<b>\$ 130,205</b>

In 2019, the Municipality partnered with Bowen Island Community Foundation to deliver assistance to the community through grants. Contribution from Bowen Island Community Foundation in 2019 amounted to \$15,000 (2018 - \$0).

**15. Fiscal Plan**

Fiscal plan amounts represent the Financial Plan Bylaw adopted by Council in April 2019.

The Financial Plan anticipated use of surpluses accumulated in previous years to balance against current year expenditures in excess of current year revenues. In addition, the Financial Plan anticipated capital expenditures but did not anticipate amortization expense.

The following shows how these amounts were combined:

	2019	2018
Financial Plan Bylaw surplus for the year	\$ -	\$ -
Add:		
Capital expenditures	7,850,700	7,886,500
Less:		
Budgeted transfers from accumulated surplus	(1,849,074)	(3,683,800)
Amortization	(1,639,295)	(1,583,061)
Proceeds of debt issuance included in budgeted revenue	(1,300,000)	(575,000)
	<b>\$ 3,062,331</b>	<b>\$ 2,044,639</b>

**December 31, 2019**

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**16. Segmented Information**

The Municipality is a diversified municipal government institution that provides a wide range of services to its citizens such as fire, roads maintenance, recreation, library and garbage disposal. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

**General Government & Fiscal Services**

Finance and administration functions of the municipality including support to Council, Legislative Services, Communications, Human Resources, Payroll Services, Taxes, Utilities, Information Technology, Procurement and Risk Management.

**Protective Services**

Protection of persons and property by Fire & Rescue Services, Emergency Response Planning and Bylaws education and enforcement.

**Public Works, Parks, and Environment**

Maintenance and operation of streets, roads, drainage and ditches, rock scaling, public wharves, municipal buildings and solid waste. Parks and field maintenance and operations, trail maintenance and maintenance of beach fronts and public accesses, environmental services, foreshore protection, climate change initiatives and energy planning.

**Development & Planning**

Land use development and planning, monitoring of construction activity through building permit regulation.

**Recreation & Library**

Improvement to health and wellbeing of the Municipality's citizens. Programs include recreational sports activities, community events and operation of a youth drop-in centre and operation of the Bowen Island Municipal Library located in Snug Cove.

**Water Utilities**

The Municipality oversees operations and administration of seven separate small water systems, ranging in size from 22 to 650 connections. Approximately 1,200 dwellings and businesses are serviced by municipality operated water systems.

**Sewer Utility**

The Municipality oversees operations and administration of a small sewer system. This system services approximately 100 connected dwellings and businesses in the Snug Cove area.



**December 31, 2019**

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**17. Subsequent Event**

**Impact of COVID 19**

Subsequent to year end, the impact of COVID-19 in Canada and on the global economy increased significantly. At this time, the full potential impact of COVID-19 on the Municipality is an unknown. Although the disruption from the pandemic is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The Municipality's ability to continue delivering non-essential services and employ related staff will depend on the legislative mandates from the various levels of government. The Municipality will continue to focus on collecting receivables, managing expenditures, and, if necessary, leveraging existing reserves and available credit facilities to ensure it is able to continue providing essential services to its citizens.

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**18. Comparative Figures**

Certain 2018 comparative figures have been reclassified to conform to the current years presentation.

**Bowen Island Municipality**  
**Schedule 1 - Tangible Capital Assets**

**December 31, 2019**

	Sewer										
	Land	Land Improvements	Buildings	Equipment & Furniture & Vehicle	Roads	Other	Treatment Plant	Infrastructure	Water Infrastructure	Assets Under Construction	2019 Total
Cost, January 1, 2019	\$ 26,428,255	\$ 868,704	\$ 2,879,153	\$ 7,616,193	\$ 22,240,612	\$ 1,535,186	\$ 2,740,601	\$ 1,290,900	\$ 13,146,175	\$ 2,195,503	\$80,941,282
Additions	536,000	-	12,335	521,476	1,453,201	71,307	-	84,797	184,108	911,580	3,774,804
Cost, December 31, 2019	26,964,255	868,704	2,891,489	8,137,668	23,693,813	1,606,493	2,740,601	1,375,697	13,330,283	3,107,083	84,716,086
Accumulated amortization, January 1, 2019	-	291,886	1,251,016	5,362,404	8,982,295	739,131	974,968	229,968	4,377,507	-	22,209,175
Amortization	-	49,249	92,373	361,478	646,940	60,540	116,778	19,065	292,872	-	1,639,295
Accumulated amortization, December 31, 2019	-	341,135	1,343,389	5,723,882	9,629,235	799,671	1,091,746	249,033	4,670,379	-	23,848,470
Net carrying amount, December 31, 2019	\$ 26,964,255	\$ 527,569	\$ 1,548,100	\$ 2,413,786	\$ 14,064,578	\$ 806,822	\$ 1,648,855	\$ 1,126,664	\$ 8,659,904	\$ 3,107,083	\$60,867,616

	Sewer										
	Land	Land Improvements	Buildings	Equipment & Furniture & Vehicle	Roads	Other	Treatment Plant	Infrastructure	Water Infrastructure	Assets Under Construction	2018 Total
Cost, January 1, 2018	\$ 26,428,255	\$ 780,686	\$ 1,954,872	\$ 7,377,173	\$ 21,469,354	\$ 1,494,901	\$ 2,740,601	\$ 1,254,000	\$ 13,049,742	\$ 1,401,346	\$ 77,950,930
Additions		88,018	924,281	239,020	845,829	40,285	-	36,900	96,433	804,286	3,075,052
Disposals					(84,700)						(84,700)
Transfers	-	-	-	-	10,129	-	-	-	-	(10,129)	-
Cost, December 31, 2018	26,428,255	868,704	2,879,153	7,616,193	22,240,612	1,535,186	2,740,601	1,290,900	13,146,175	2,195,503	80,941,282
Accumulated amortization, January 1, 2018	-	242,637	1,159,114	4,995,075	8,442,738	686,832	858,190	213,338	4,112,890	-	20,710,814
Amortization	-	49,249	91,902	367,329	624,257	52,299	116,778	16,630	264,617	-	1,583,061
Disposals	-	-	-	-	(84,700)	-	-	-	-	-	(84,700)
Accumulated amortization, December 31, 2018	-	291,886	1,251,016	5,362,404	8,982,295	739,131	974,968	229,968	4,377,507	-	22,209,175
Net carrying amount, December 31, 2018	\$ 26,428,255	\$ 576,818	\$ 1,628,137	\$ 2,253,789	\$ 13,258,317	\$ 796,055	\$ 1,765,633	\$ 1,060,932	\$ 8,768,668	\$ 2,195,503	\$ 58,732,107

Bowen Island Municipality  
Schedule 2 - Combined Statement of Operations by Segment 2019

	Public Works, Parks and Environment	General Gov't & Fiscal Services	Development & Planning	Protective Services	Recreation & Library	Water systems operations	Sewer system operations	2019
Revenue								
Taxation	-	5,443,790	-	-	-	-	-	5,443,790
Parcel taxes	950,399	-	-	-	-	91,307	-	1,041,706
Grants in lieu of taxes	-	6,180	-	-	-	-	-	6,180
Water utility fees	-	-	-	-	-	889,896	-	889,896
Sewer utility fees	-	-	-	-	-	-	235,604	235,604
Other fees and charges	57,054	4,922	273,622	12,739	229,846	-	-	578,183
Government transfers - Federal	-	144,081	-	-	5,567	104,519	-	254,167
Government transfers - Provincial	4,024	702,245	-	-	26,464	104,518	-	837,251
Contributed tangible capital asset	-	536,000	-	-	-	-	-	536,000
Other contributions	3,250	-	5,000	-	27,137	-	-	35,387
Other revenue	5,545	80,710	-	-	36,259	18,523	-	141,037
Return on investments	-	304,628	-	-	-	30,222	3,968	338,819
	1,020,272	7,222,556	278,622	12,739	325,273	1,238,986	239,573	10,338,019
Expenses								
Salaries & benefits	581,463	938,728	498,361	462,291	715,152	468,996	59,391	3,724,383
Professional and contract services	1,228,598	144,169	115,283	8,380	20,898	88,681	33,037	1,639,047
Supplies and services	199,103	88,316	30,935	78,853	71,899	166,706	84,609	720,421
Legal, audit insurance	82,013	152,096	57,561	144,701	4,206	17,309	5,779	463,665
Rent and utilities	13,503	101,098	-	18,044	90,622	37,465	12,599	273,331
Professional development and training	3,584	72,458	14,767	60,982	11,644	16,366	464	180,265
Maintenance facilities and equipment	2,358	24,714	-	33,486	51,143	27,794	11,610	151,105
Community grants	-	160,200	-	-	-	-	-	160,200
Debt servicing	-	103,184	-	-	-	-	-	103,184
Amortization	894,422	-	-	42,114	138,414	411,355	152,989	1,639,294
	3,005,045	1,784,963	716,906	848,851	1,103,979	1,234,672	360,478	9,054,894
Excess (deficiency) of revenue over expenses	(1,984,773)	5,437,593	(438,285)	(836,112)	(778,706)	4,314	(120,906)	1,283,125

Bowen Island Municipality  
Schedule 3 - Combined Statement of Operations by Segment 2018

	Public Works, Parks and Environment	General Gov't & Fiscal Services	Development & Planning	Protective Services	Recreation & Library	Water systems operations	Sewer system operations	2018
<b>Revenue</b>								
Taxation	-	5,054,539	-	-	-	-	-	5,054,539
Parcel taxes	666,171	-	-	-	-	90,915	-	757,086
Grants in lieu of taxes	-	5,330	-	-	-	-	-	5,330
Water utility fees	-	-	-	-	-	891,931	-	891,931
Sewer utility fees	-	-	-	-	-	-	180,154	180,154
Other fees and charges	71,950	4,461	616,191	10,678	217,417	-	-	920,697
Government transfers - Federal	-	65,808	-	-	2,269	45,534	-	113,611
Government transfers - Provincial	4,015	412,364	-	-	24,367	45,534	-	486,280
Contributed tangible capital assets	-	952,684	-	-	-	-	-	952,684
Other contributions	17,250	19,014	128,570	-	33,080	-	-	197,914
Other revenue	2,067	75,858	-	-	25,996	17,056	-	120,976
Return on investments	-	189,325	-	-	-	46,902	2,560	238,787
	<u>761,453</u>	<u>6,779,383</u>	<u>744,761</u>	<u>10,678</u>	<u>303,130</u>	<u>1,137,872</u>	<u>182,714</u>	<u>9,919,990</u>
<b>Expenses</b>								
Salaries & benefits	566,241	923,779	398,583	335,013	669,998	377,161	59,232	3,330,006
Professional and contract services	817,359	149,262	136,596	17,423	8,470	34,369	48,065	1,211,543
Supplies and services	172,256	88,077	32,416	85,005	72,164	105,081	27,017	582,016
Legal, audit insurance	45,117	89,898	75,613	33,646	4,243	11,703	4,255	264,474
Rent and utilities	13,090	98,936	-	12,894	87,364	31,704	12,089	256,078
Professional development and training	9,024	35,782	9,189	47,109	13,930	2,096	2,583	119,713
Maintenance facilities and equipment	57,706	27,527	-	53,665	37,654	43,123	10,864	230,539
Community grants	-	130,205	-	-	-	-	-	130,205
Debt servicing	-	87,906	-	-	-	-	-	87,906
Amortization	871,659	-	-	118,864	64,685	377,492	150,361	1,583,061
	<u>2,552,453</u>	<u>1,631,372</u>	<u>652,397</u>	<u>703,617</u>	<u>958,508</u>	<u>982,729</u>	<u>314,466</u>	<u>7,795,542</u>
Excess (deficiency) of revenue over expenses	<u>(1,790,999)</u>	<u>5,148,011</u>	<u>(37,840)</u>	<u>(692,941)</u>	<u>(655,379)</u>	<u>155,143</u>	<u>(131,752)</u>	<u>2,124,448</u>

