Financial Statements of

# COBBLE HILL IMPROVEMENT DISTRICT

Year Ended December 31, 2017

Index to Financial Statements

Year ended December 31, 2017

#### Independent Auditor's Report

#### **Financial Statements**

Exhibit A	Statement of Financial Position
Exhibit B	Statement of Operations
Exhibit C	Statement of Changes in Net Financial Assets
Exhibit D	Statement of Cash Flows
Exhibit E	Statement of Operations by Program

Notes to Consolidated Financial Statements

#### **Schedules of Operations**

Schedule 1	Operations
Schedule 2	Capital Expenditure Charge Fund
Schedule 3	Capital Replacement Reserve Fund

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#### INDEPENDENT AUDITOR'S REPORT

#### To the Trustees of Cobble Hill Improvement District

I have audited the accompanying financial statements of Cobble Hill Improvement District, which comprise the statement of financial position as at December 31, 2017, and the statements of operations, changes in net financial assets and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

#### **Auditor's Responsibility**

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### Opinion

In my opinion, the financial statements present fairly, in all material respects, the financial position of Cobble Hill Improvement District as at December 31, 2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

FLEMING & COMPANY

**Chartered Professional Accountant** 

Victoria, British Columbia

April 24, 2018



# Statement of Financial Position December 31, 2017, with comparative figures for 2016

	201	7	2010
Financial Assets			
Cash	\$ 202,83	<b>\$</b>	133,986
Restricted cash (Note 2)	275,36	-	268,365
Accounts receivable	28,710		29,217
Accrued interest receivable	2,93		738
GST rebate receivable	5,180		9,915
Due from funds (Schedule 1 & 3)	36,000	,	-
Total Financial Assets	551,039	)	442,221
Liabilities			
Accounts payable and accrued liabilities	30,733	3	13,533
Wages and related costs payable	6,142		4,506
Due to funds (Schedule 1 & 3)	36,000	)	-
Total Liabilities	72,875	5	18,039
Net Financial Assets	478,164	}	424,182
Non-Financial Assets			
Prepaid Expenses	4,797	,	4,528
Tangible Capital Assets (Note 3)	1,438,592		1,465,396
Total Non-Financial Assets	1,443,389	)	1,469,924
Accumulated Surplus - Exhibit B	\$ 1,921,553	\$	1,894,106

See accompanying notes to financial statements

Approved on behalf of the District:

Jul Xd

\_ Trustee

\_ Trustee

# Statement of Operations Year ended December 31, 2017, with comparative figures for 2016

	2017 Budget	 2017 Actual		2016 Actual
Revenues				
Water tolls	\$ 160,000	\$ 157,048	\$	161,344
Taxes	61,750	61,565		61,892
Interest income	2,650	5,754		2,329
Captial expenditure charges	-	4,500		-
Other income	 3,750	 3,675		4,642
	228,150	232,542		230,207
Expenses				
Amortization	32,101	31,768		31,706
Bank charges, interest and merchant fees	2,500	2,445		2,442
Education	750	1,438		671
Engineering	30,000	12,627		-
Honoraria (Note 4)	6,000	6,000		6,000
Insurance, licences and fees	10,750	10,230		10,429
Office and administration (Note 4)	54,725	52,032		53,289
Professional fees	10,500	6,615		4,824
Repairs and maintenance	50,950	65,387		40,961
Utilities	15,500	 16,553		15,000
	 213,776	205,095	·	165,322
Annuai Surplus	14,374	27,447		64,885
Accumulated Surplus, Beginning of Year	1,894,106	 1,894,106		1,829,221
Accumulated Surplus, End of Year	\$ 1,908,480	\$ 1,921,553	\$	1,894,106

#### Statement of Changes in Net Financial Assets Year ended December 31, 2017, with comparative figures for 2016

		2017 Budget	2017 Actual	2016 Actual
Annual Surplus	\$	14,374	\$ 27,447	\$ 64,885
Acquisition of tangible capital assets		-	(4,964)	-
Amortization		32,101	31,768	31,706
Prepaid Expenses			(269)	 (42)
Change in Net Financial Assets		46,475	53,982	96,549
Net Financial Assets, Beginning of Year	· · · · · · · · · · · · · · · · · · ·	424,182	 424,182	 327,633
Net Financial Assets, End of Year	\$	470,657	\$ 478,164	\$ 424,182

#### **Statement of Cash Flows**

## Year ended December 31, 2017, with comparative figures for 2016

	2017	2016
Operating transactions		
Annual surplus	\$ 27,447	\$ 64,885
Items not involving cash	31,768	31,706
Amortization	31,700	31,700
Change in non-cash items on statement of financial position  Accounts receivable	500	(6,696)
Accounts receivable Accrued interest receivable	(2,197)	949
GST rebate receivable	4,726	(3,848)
Accounts payable and accrued liabilities	17,204	1,367
Wages and related costs payable	1,636	(25)
Prepaid expenses	(269)	(42)
Cash provided by operating transactions	80,815	88,296
Capital transactions		
Purchase of capital assets	 (4,964)	-
Cash used by capital transactions	(4,964)	•
Increase in cash	75,851	88,296
Cash, beginning of year	402,351	 314,055
Cash, end of year	\$ 478,202	\$ 402,351
Represented by:		
Cash	\$ 202,834	\$ 133,986
Restricted cash	 275,368	 268,365
	\$ 478,202	\$ 402,351

# Schedule of Operations by Program Year ended December 31, 2017, with comparative figures for 2016

Schedule	Program		2017 Revenues		2017 Expenses		2017 Annual Surplus		<b>2016</b> Annual Surplus
1	Operations	\$	224,086	\$	205,095	\$	18,991	\$	62,801
2	Capital Expenditures	•	5,950	·	_	•	5,950	·	841
3	Capital Replacement		2,505		-		2,505		1,243
		\$	232,541	\$	205,095	\$	27,446	\$	64,885

NOTES TO FINANCIAL STATEMENTS

December 31, 2017

The Cobble Hill Improvement District is an improvement district incorporated under the Local Government Act (BC) Part 23. The Improvement District supplies water for domestic use within Cobble Hill Improvement District's boundaries.

#### 1. Significant accounting policies

These financial statements have been prepared in accordance with generally accepted accounting principles for governments, as defined in the CPA Public Sector Accounting and Auditing Handbook, which encompasses the following principles:

#### (a) Fund accounting:

The Cobble Hill Improvement District records accounting transactions using the fund accounting method generally in use for governments. A fund is determined for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Each fund has its own statement of operations which presents the results of operations for the fund. The financial position for the District is shown on the statement of financial position which includes the assets, liabilities and accumulated surplus of all funds presented in the financial statements.

The various funds have been consolidated for the purpose of presentation in the financial statements. Details of the operations of each fund are set out in the supplementary schedules.

The Capital Expenditure Fund, and the Capital Replacement Fund are externally restricted funds to be used for the purpose of renewal of the improvement district works as per the Local Govenment Act of British Columbia.

#### (b) Tangible Capital Assets:

Tangible capital assets are recorded at cost. Commencing in 2009 (with comparative figures being restated) all tangible capital assets have been included in the statement of financial position. Amortization is recognized as an expense in the statement of operations and is calculated using the straight-line method over their estimated useful lives as follows:

Asset CategoryUseful Life RangeLandN/AEquipment5 YearsDistribution system60 - 80 YearsFacilities35 - 60 Years

#### (c) Use of estimates:

The preparation of financial statements in conformity with generally accepted accounting principles for governments 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. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

NOTES TO FINANCIAL STATEMENTS

December 31, 2017

#### 1. Significant accounting policies continued

#### (d) Financial instruments:

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

#### (e) Revenue and expense recognition

Revenues are recorded on the accrual basis and amounts received or receivable but not earned by the end of the fiscal year are recorded as deferred revenue. Parcel Taxes are recognized in the year they are levied.

Expenses are recognized on an accrual basis and are recognized in the period in which the goods and services are acquired and a liability is incurred or transfers are due.

#### (f) Inventories

Inventories of materials and supplies are included as expenses in the Statement of Operations in the period of acquisition.

#### 2. Restricted cash:

		2017	2016
Comprised of: Capital Expenditure Charge Fund	\$	92,821	\$ 87,441
Capital Replacement Reserve	·	182,547	180,924
	\$	275,368	\$ 268,365

#### 3. Tangible capital assets:

	· ·			·	2017		2016	
	Co		ccumulated mortization		Net Book Value		Net Book Value	
Land	\$	750	\$ -	\$	750	\$	750	
Equipment		8,077	6,187		1,890		2,772	
Distribution system		1,605,348	446,081		1,159,267		1,181,087	
Facilities		409,996	133,311		276,685		280,787	
	\$	2,024,171	\$ 585,579	\$	1,438,592	\$	1,465,396	

NOTES TO FINANCIAL STATEMENTS

December 31, 2017

#### 4. Related party transactions:

The following is a summary of the organization's related party transactions:

	 2017	 2016
Office and administration:		
Payments to a company of which an officer is also an officer Payments to a company of which an officer is an associate	\$ 26,883	\$ 11,146 39,689
	26,883	 50,835
Honoraria, paid as follows:		
Rob Reid Harry Benson Don Herriot Jens Liebgott William Motherwell Darrin McCormack	1,325 935 935 935 935 935	1,325 935 935 935 935 935
	6,000	6,000
	\$ 32,883	\$ 56,835

These transactions were in the ordinary course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties and approved by the Trustees.

#### 5. Financial instruments:

#### Fair Value

The organization's carrying value of cash and cash equivalents, accounts receivable, prepaid expenses and accounts payable approximates its fair value due to immediate or short term maturity of these instruments.

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is exposed to interest rate risk primarily through its cash.

**End of Notes** 

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# Schedule of Operations Operations

#### Year ended December 31, 2017, with comparative figures for 2016

		2017	2016
Revenues			
Water tolls	\$		\$ 161,344
Taxes		61,565	61,892
Interest income Other income		1,799	245
Other income		3,675	4,642
	•	224,086	228,123
Expenses			
Amortization		31,768	31,706
Bank charges, interest and merchant fees		2,445	2,442
Education		1,438	671
Engineering Honoraria (Note 4)		12,627 6,000	6,000
Insurance, licences and fees		10,230	10,429
Office and administration (Note 4)		52,032	53,289
Professional fees		6,615	4,824
Repairs and maintenance		65,387	40,961
Utilities		16,553	15,000
		205,095	165,322
Annual Surplus from operations		18,991	62,801
Accumulated Surplus, Beginning of Year		1,625,249	1,598,448
Interfund transfers:			
Transfers from Capital Replacement fund		-	-
Transfers to Capital Replacement fund		(36,000)	(36,000)
Accumulated Surplus, End of Year	\$	1,608,240	1,625,249

# Schedule of Operations Capital Expenditure Charge Fund Year ended December 31, 2017, with comparative figures for 2016

	2017	2016
Revenues Connections fees Interest income	\$ 4,500 \$ 1,450	- 841
	5,950	841
Expenses	- '	-
Annual Surplus from Capital Expenditure Charge Fund	5,950	841
Accumulated Surplus, Beginning of Year	87,632	86,791
Accumulated Surplus, End of Year	\$ 93,582 \$	87,632

# Schedule of Operations Capital Replacement Reserve Fund Year ended December 31, 2017, with comparative figures for 2016

		2017	2016	
Revenues Interest income Expenses	\$	2,505 \$	1,243	
<u> </u>		•	-	
Annual Surplus from Capital Replacement Reserve Fund		2,505	1,243	
Accumulated Surplus, Beginning of Year		181,225	143,982	
Interfund transfers:				
Transfers from Capital Replacement fund		36,000	36,000	
Transfers to Capital Replacement fund		-	_	
Accumulated Surplus, End of Year	\$	219,730 \$	181,225	

#### **GENERAL STATISTICS AS AT DECEMBER 31, 2017**

To be filed with the Ministry of Community, Sport and Cultural Development with the Annual Returns. All figures to be rounded to the nearest whole number.

A.	GENER	AL INF	ORMATION	
	Poj	pulation	n (estimate)	1350
	Nu	mber o	f parcels	375
В.			ROVEMENT DISTRICT PROVIDES WATER, COMPLET vices (domestic and irrigation)	E THIS SECTION
			er of Connections	
			Residential	295
		•	Commercial/Industrial	31
			TOTAL	326
	2	Water	Sources	
	۷.		Surface - No/Yes - types	No
		۵,	(e.g. Jones Lake, Smith River)	
		b)	,	Yes, 3
	3.		Disinfection - No/Yes - typesquid or gas chlorine, UV or other)	No
	4.	Water	Storage - No/Yes	
	• •		Types	Yes, Reservoir
		•	capacity (cubic metres or gallons)	200,000 gallons
	5.	Water	· Consumption	
			Annual Volume (cubic metres or gallons)	19,075,831
		b)	Maximum Daily (cubic metres or gallons)	88,732
	6.	Total	Number of Hydrants and Standpipes	34
C.	IF YOU	JR IMPI	ROVEMENT DISTRICT PROVIDES FIRE PROTECTION	, COMPLETE THIS SECTION
	1.	Numb	er of Fire Halls	n/a
	2.	Numb	er of Fire Fighting Vehicles	n/a
	3.		er of Firefighters	n/a
D.	IF YOU	JR IMP	ROVEMENT DISTRICT PROVIDES STREET LIGHTING,	COMPLETE THIS SECTION
	1.	Numb	er of Street Lights	n/a

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<u>OPERATIONS</u> REVENUE		Budget 2018		Actual 2017		Budget 2017
Water Toils	\$	160,000.00	) s	157,047.00	5	160 000 00
Penalties	\$	3,000.00		2,710.00		160,000.00 3,000.00
Repair & Maint. Expenses Recovered	\$	•	S	1,109.00		•
Other Charges	\$	1,000.00	-	965.00		750.00
Taxes	\$	61,750.00	\$	61,565.00	•	61,750.00
Interest Income	\$	1,250.00	<b>S</b>	1,799.00		250.00
TOTAL REY	/ENUE \$	227,000.00	\$	225,195.00		225,750.00
EXPENDITURES			_	-		
Auditing	\$	5,500.00	s	5,250.00		
Bank Charges & Interest	\$	2,500.00	-	2,445.00	-	5,500.00
Education	\$	750.00	-	1,438.00	-	2,500.00
Engineering	5	20,000.00	-	12,627.00		750.00
Freight & Delivery	\$	1,000.00		446.00		30,000.00
Hydro	\$	14,000.00	s	13,884.00	-	1,000.00
Honorarium	\$	8,000.00	s	6,000.00		12,500.00
Insurance, Licenses & Taxes	\$	10,500.00	S	10,131.00		6,000.00
Legal	\$	5,000.00	\$	1,365.00	\$	10,500.00
Membership	\$	250.00	\$	99.00	s	5,000.00
Meeting Expenses	\$	25.00	s	25.00	S	250.00
Repair & Maintenance	\$	15,000.00	\$	20,464.00	S	25.00
Safety	\$	125.00	s	124.00	s	10,000.00
Administrative	\$	45,000.00	S	42,722.00	\$	45,000.00
Office Services (rent, utilities)	\$	4,800.00	S	4,800.00	s	
Office Supplies	\$	500,00	s	186.00	\$	4,800.00
Postage	\$	2,000.00	s	1,898.00	S	500.00
Secretarial & Clerical	s	2,400.00	s	2,400.00	\$	2,000.00
Telephone/Communication Line	\$	3,000.00	S	2,689.00	\$	2,400.00
Waterworks: Local Provider	s	400.00	s	368.00	S	3,000.00
Water Testing	\$	2,000.00	S	1,795.00	S	2,000.00
El expense	\$	850.00	S	789.00	S	850.00
CPP expense	\$	1,800.00	s	1,746.00	s	1,600.00
Wages	\$	45,000.00	s	40,204.00	S	35,000.00
WCB	S	600.00	s	,	S	500.00
Transfers to Capital Asset Replacement Fund	\$	36,000.00	s	36,000.00	\$	
TOTAL EXPENDITU	RES \$	227,000.00	\$	210,436.00	Š	38,000.00 217,675.00
ANNUAL SURPLUS - CASH FLOWS	\$		\$	14,759.00	s	8,075.00
Add (less) adjustments for changes in						
balance sheet and non cash items:						
Amortization	•	<b>100 404 55</b>	_			
Transfers to Capital Asset Replacement Fund	\$	(32,101.00)		(31,768.00)		(32,101.00)
	<u>\$</u> \$	36,000.00	\$	36,000.00		36,000.00
	-	3,899.00	\$	4,232.00	<u>\$</u>	3,899.00
ANNUAL SURPLUS - ADJUSTED	\$	3,899.00	\$	18,991.00	\$	11,974.00
Accumulated Surplus, beginning of the year	\$	1,608,240.00	s	1,625,249.00	9	1 500 440 00
Interfund transfers	,	.,,=	<b>~</b>	,,020,248.00	<b>v</b>	1,598,448.00
Transfers to Capital Asset Replacement Fund	\$	(36,000.00)	\$	(36,000.00)	s	(36,000.00)
	\$	(36,000.00)		(36,000.00)		(38,000.00)
Accumulated Surplus, end of the year	\$	1,576,139.00	\$	1,608,240.00		1,574,422.00
					_	

CAPITAL EXPENDITURE FUND		Budget 2018	Actual 2017	Budget 2017		
REVENUE						
Subdivision Fees	\$	18,000.00	\$ 4,500.00	\$	-	
Interest Income	\$	1,500.00	\$ 1,450.00		900.00	
TOTAL REVENUE	\$	19,500.00	\$ 5,950.00		900.00	
EXPENSES						
Bank Charges	\$	-	\$ •	\$	_	
Upgrades - Well Costs	\$	-	\$ •	s	_	
Transfers to Operations Fund	\$	_	\$ •	S	_	
TOTAL EXPENSES	\$	•	\$ •	\$	<u> </u>	
ANNUAL SURPLUS (DEFICIT) - CASH FLOWS	\$	19,500.00	\$ 5,950.00	\$	900.00	
Add (less) adjustments for changes in						
balance sheet and non cash items:						
Transfers to Operations Fund	S		\$ •	\$	-	
	\$	-	\$	\$	-	
ANNUAL SURPLUS (DEFICIT) - ADJUSTED	\$	19,500.00	\$ 5,950.00	\$	900.00	
Accumulated Surplus, beginning of the year Interfund transfers	\$	93,582.00	\$ 87,632.00	\$	87,632.00	
Transfer to Operations Fund	\$	-	\$ •	\$	-	
Accumulated Surplus, end of the year	\$	113,082.00	\$ 93,582.00	\$	88,532.00	

CAPITAL ASSET REPLACEMENT			Budget 2018		Actual 2017		Budget 2017
REVENUE							
Transfers from Operations Fund		\$	36,000.00	\$	36,000.00	\$	36,000.00
Interest Income		\$	2,500.00	\$	2,505.00	\$	1,500.00
	TOTAL REVENUE	\$	38,500.00	\$	38,505.00	\$	37,500.00
EXPENSES							
Bank Charges		\$	_	\$	-	s	_
Transfers to Operations Fund		\$	-	\$	-	\$	-
	TOTAL EXPENSES	\$	•	\$	•	\$	•
ANNUAL SURPLUS - CASH FLOWS		\$	38,500.00	\$	38,505.00	\$	37,500.00
Add (less) adjustments for changes in							
balance sheet and non cash items:							
Transfers to Operations Fund		\$	•	\$	•	\$	
Transfers from Operations Fund		\$	(36,000.00)	\$	(36,000.00)	\$	(36,000.00)
	-	\$	(36,000.00)	\$	(36,000.00)	\$	(36,000.00)
ANNUAL SURPLUS (DEFICIT) - ADJUSTED	-	\$	2,500.00	\$	2,505.00	\$	1,500.00
Accumulated Surplus, beginning of the year Interfund transfers		\$	219,730.00	\$	181,225.00	\$	181,225.00
Transfer to Operations Fund		\$	_	s		s	
Transfers from Operations Fund		\$	36,000.00	S	36,000.00	\$ \$	36,000.00
•	_	\$	36,000.00	\$	36,000.00	\$	36,000.00
Accumulated Surplus, end of the year	_	\$	258,230.00	s	219,730.00		218,725.00
	=	_		_	= : : ; : : : : : : : : : : : : : : : :		210,720.00