

To: CAO for the Fraser Valley Regional District Board

Date: 2019-06-25

From: Mike Veenbaas, Director of Financial Services

File No: 1880-20

Subject: 2018 Fraser Valley Regional District Statement of Financial Information

INTENT

This report is intended to advise the Regional Board of information pertaining to the 2018 Statement of Financial Information. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

Section 376 of the Local Government Act, Section 168 of the Community Charter and Section 2 of the Financial Information Act require that a statement of financial information for the previous year be prepared and presented to the Board by June 30th.

The Statement of Financial Information (SOFI) includes a number of components:

- a schedule of remuneration, allowances and expenses paid to board members for the purpose of carrying out the duties of office;
- a schedule of remuneration and expenses paid to employees earning more than \$75,000, along with a consolidated total of all remuneration paid to all other employees;
- a schedule of grants-in-aid awarded by the Regional District in 2018;
- a schedule of guarantee and indemnity agreements entered into;

- a schedule of severance agreements initiated in the year; and
- a schedule listing all suppliers paid more than \$25,000, along with a consolidated total of all payments made to suppliers for goods and services.

These schedules are prepared in accordance with the requirements noted in the FIA regulations. As such, SOFI schedules are based on when payments were made rather than the accrual basis normally used for financial statement presentation. This results in differences between consolidated totals from the SOFI report and the 2018 Financial Statements.

DISCUSSION

When reviewing SOFI, specifically the Schedule of Remuneration and Expenses for Employees, it is important to note a few key items:

- Remuneration includes salary/wages in addition to any vacation payouts, and taxable allowance and benefits such as employer paid life insurance, AD&D insurance and provincial medical services premiums.
- Expenses include conference registration and related travel, professional memberships, education/training opportunities and inter-regional travel reimbursed to the employee.

In comparing the 2018 SOFI to the 2017 information, some items to note are:

- Total board remuneration and expenses for 2018 reflect the adjustments to remuneration levels following the review completed by the Board in 2017.
- Total employee remuneration for 2018 increased over 2017 due to a combination of a general 1.9% increase in union negotiated wage rates, a few temporary positions tied to specific projects, increased volumes/services provided in electoral areas requiring an increase in staffing and provincially paid overtime incurred during Emergency Operation Centre activation. Expenses attributed to employees has increased from \$132,000 to \$143,000.
- The Schedule of Grants-In-Aid and Schedule of Payments to Suppliers for 2018 closely resemble the levels seen in 2017.

COST

There are no costs associated with preparing this report. All payments reported in the Statement of Financial Information have been expensed in 2018.

CONCLUSION

As part of the Financial Information Act, the Regional District produces a Statement of Financial Information itemizing certain types of payments. This is being presented to the Board for information and will also be posted on the Regional District's website.

COMMENTS BY:

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.