



**2020
STATEMENT OF
FINANCIAL
INFORMATION**

(Pursuant to the Financial Information Act)

THE CORPORATION OF THE TOWNSHIP OF ESQUIMALT
2020 Statement of Financial Information

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Statement of Financial Information Approval

The undersigned, as authorized by the *Financial Information Regulation, Schedule 1, Subsection 9(2)*, approves all the statements and schedules included in this *Statement of Financial Information*, produced as required by the *Financial Information Act*.

Laurie Hurst, CPA, CGA
Chief Administrative Officer

June 29, 2021

Barbara Desjardins
Mayor

June 29, 2021

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Schedule of Debts

The Schedule of Debts has not been prepared as the requisite information appears in Note 4 to the attached financial statements.

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Schedule of Guarantee and Indemnity Agreements (unaudited)

There are no Financial Guarantee and Indemnity Agreements in place which required government approval prior to being given under the Financial Administration Act.

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Schedule of Grants and Contributions (unaudited)

Organization	Amount (\$)
Big Brothers Big Sisters of Victoria	2,000
Celebration of Lights	5,628
Creatively United for the Planet	7,500
Esquimalt Farmers Market	7,318
Esquimalt High School	3,550
Esquimalt High School - Centennial Art Scholarship	250
Esquimalt High School - Terry Fox Scholarship	500
Esquimalt High School - Township of Esquimalt Scholarship	500
Esquimalt Ribfest	130
Esquimalt Youth Coalition	2,041
Gorge Waterway Action Society	1,000
Greater Victoria Bike to Work Society	1,500
Green Teams of Canada	6,000
L'École Victor Brodeur	750
Macaulay Elementary School Parents' Advisory Council - Crossing Guard	10,000
Michael Dunahee Keep the Hope Alive Drive	750
Need2 Suicide Prevention Education & Support	1,000
Township Community Arts Council	25
Vancouver Island South Film & Media Commission	3,000
Victoria Nikkei Cultural Society	1,500
Victoria Rainbow Kitchen Society	5,000
Victoria Sexual Assault Centre	3,000
World Fisheries Trust	650
Wounded Warriors Canada	500
Total (24)	<u><u>64,092</u></u>

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Schedule of Employee Remuneration and Expenses (unaudited)

Name		Department	Remuneration (\$)	Expenses (\$)
Bittencourt	Artur	Information Technology	115,753.56	68.09
Braes	Lawrence	Parks & Recreation Services	79,371.04	129.24
Brown	William	Development Services	143,108.53	2,536.69
Brunton	Andrew	Emergency Services - Fire	110,148.72	2,926.90
Buie	Chris	Emergency Services - Fire	131,866.17	2,245.62
Byron	Jeffrey	Parks & Recreation Services	116,290.06	-
Cardinal	Paul	Parks & Recreation Services	79,275.24	-
Carragher	Christopher	Emergency Services - Fire	113,792.83	1,207.81
Chung	David	Emergency Services - Fire	106,590.58	2,795.81
Daykin	Richard	Parks & Recreation Services	116,034.56	1,250.00
deMacedo	Patricia	Development Services	75,266.29	39.49
Deschenes	Karl	Information Technology	78,806.40	-
Dumas	Rachel	Corporate Services	109,667.33	1,556.66
Gannon	Vicki	Human Resources	139,195.88	897.33
Giesbrecht	Wayne	Community Safety Services	88,821.03	-
Gow	Tyler	Emergency Services - Fire	102,701.30	3,025.38
Halliday	Alexander	Emergency Services - Fire	110,314.87	904.96
Harper	Mark	Engineering & Public Works	107,704.18	375.90
Hartman	Scott	Parks & Recreation Services	143,333.24	-
Harvey	Tyler	Emergency Services - Fire	109,718.57	375.59
Henderson	Daniel	Parks & Recreation Services	78,643.20	-
Holmes	Kahlil	Emergency Services - Fire	105,694.91	3,361.04
Hurst	Laurie	Chief Administrative Officer	211,580.32	1,559.00
Hutchinson	Jason	Emergency Services - Fire	115,291.23	1,834.97
Irvine	Ian	Financial Services	143,465.03	309.00
Jancowski	Christopher	Emergency Services - Fire	149,089.10	6,911.39
Johnston	John	Parks & Recreation Services	75,736.85	73.55
Killion	David	Community Safety Services	89,222.33	2,662.03
Lamminen	Richard	Engineering & Public Works	77,136.81	258.90
Landry	Matthew	Emergency Services - Fire	108,858.35	941.87
Luch	Andrew	Emergency Services - Fire	117,341.07	2,694.43
MacPhail	Paul	Emergency Services - Fire	98,904.90	2,529.40
McDonald	Blair	Community Safety Services	143,131.92	175.00
McMillan	Scott	Emergency Services - Fire	108,994.19	2,192.38
Milkert	Andreas	Engineering & Public Works	85,310.22	201.75
Miller	Jeffrey	Engineering & Public Works	143,360.61	1,159.80
O'Keefe	Paula	Financial Services	81,051.63	1,590.00
Owens	Sean	Emergency Services - Fire	100,890.45	2,033.07
Parkes	Trevor	Development Services	85,005.79	399.50
Payne	Corey	Emergency Services - Fire	109,329.51	978.68
Ralph	Mark	Emergency Services - Fire	121,437.60	2,779.49
Rankin	Kevin	Engineering & Public Works	90,173.65	159.99
Robinson	Spencer	Emergency Services - Fire	131,624.37	275.82
Rosales	Angelo	Emergency Services - Fire	131,240.32	2,157.50
Saladana	Troy	Emergency Services - Fire	132,634.20	1,464.35

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Schedule of Employee Remuneration and Expenses (unaudited)

Name		Department	Remuneration (\$)	Expenses (\$)
Salamanca	Edgar	Engineering & Public Works	78,463.20	820.00
Saurette	Raymond	Emergency Services - Fire	150,720.09	1,645.25
Seivewright	Jason	Emergency Services - Fire	104,869.29	2,126.10
Shields	Kevin	Emergency Services - Fire	119,408.14	1,883.00
Syrett	Richard	Engineering & Public Works	78,553.20	982.84
Turner	Mary	Financial Services	109,051.57	-
Walton	Trevor	Emergency Services - Fire	110,024.27	1,992.95
Widdifield	Neal	Emergency Services - Fire	135,562.10	11,486.48
Williams	Morgan	Emergency Services - Fire	110,657.98	4,167.98
Zado	Andrew	Emergency Services - Fire	111,398.87	1,783.79
Zajac	Tara	Corporate Services	85,156.02	675.59
Aggregate over \$75,000 (56)			6,206,773.67	86,602.36
Aggregate under \$75,000 (263)			5,964,685.26	29,685.32
Total (319)			12,171,458.93	116,287.68

The Schedule of Employee Remuneration has been prepared on a cash basis. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statements has been prepared.

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Schedule of Council Remuneration and Expenses (unaudited)

Name		Remuneration (\$)	Expenses (\$)
Armour	Kenneth	25,600.01	1,152.40
Brame	Meagan	25,600.01	-
Desjardins	Barbara	59,709.42	676.54
Helliwell	Jacob	25,600.01	350.00
Hundleby	Lynda	25,600.01	360.00
Morrison	Timothy	25,600.01	-
Vermeulen	Jane	25,600.01	60.00
		<u>213,309.48</u>	<u>2,598.94</u>

The Schedule of Council Remuneration has been prepared on a cash basis. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statements has been prepared.

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Statement of Severance Agreements (unaudited)

There was one severance agreement under which payment commenced between the Corporation of the Township of Esquimalt and its non-unionized employees during the fiscal year 2020.

The agreement represented nine months in compensation.

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Schedule of Payments to Suppliers for the Provision of Goods and Services (unaudited)

Supplier Name	Amount (\$)
724597 BC Ltd.	26,058.52
Acklands-Grainger Inc.	43,004.49
Acme Supplies Ltd.	62,460.41
Al Sutherland Consulting Ltd.	73,107.00
Aon Reed Stenhouse Inc.	128,315.99
BC Hydro	442,935.60
Black Press Group Ltd.	31,135.89
Budget - Nanaimo Long Term Rentals	81,209.56
Butler Brothers Supplies Ltd.	30,854.47
Capital Regional District	190,525.50
Carvello Law Corporation	108,274.52
CBS Stoneworks	38,432.63
CDW Canada Inc.	92,584.77
CentralSquare Canada Software Inc.	26,720.47
Cimco Refrigeration	38,915.22
City of Surrey	109,878.01
Commercial Building Cleaning	172,339.99
CorePM Services Ltd.	80,345.41
Cox Taylor	48,000.00
CREST Emergency Communications	55,313.29
E.H. Price	66,413.76
Eecol Electric Corp.	61,935.89
Ellice Recycle Ltd.	214,923.32
Emery Electric Ltd.	109,799.52
Fortis BC	99,945.03
Frontier Power Products Ltd.	40,770.24
G & E Contracting LP	241,546.34
Greater Victoria Labour Relations Association	36,878.00
Greater Victoria Public Library	961,294.00
Guillevin International Co.	61,376.38
GVLRA - LTD Trust	122,818.50
Harbour Door Services	28,164.15
Harlan-Stone Ltd.	40,258.05
HCMA Architecture + Design	215,902.89
Hydro-Force Excavating Ltd.	60,125.96
Iconix Waterworks LP	34,024.63

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Schedule of Payments to Suppliers for the Provision of Goods and Services (unaudited)

Supplier Name	Amount (\$)
Insurance Corporation of BC	61,089.00
Iredale Architecture	257,274.92
Island Asphalt Company	110,315.81
Island Temperature Controls Ltd.	222,151.82
KPMG LLP	25,593.75
Lehigh Materials, A Division of Lehigh Hanson Materials Ltd.	50,544.00
Lidstone & Company Law Corporation	57,314.38
M. Griffin Ltd.	27,332.16
McRae's Environmental Services Ltd.	44,015.98
Metro Motors Ltd.	77,910.56
Miller Fence	55,518.75
Moneris	33,932.42
Municipal Insurance Association of BC	139,266.13
Nucor Environmental Solutions Ltd.	70,195.73
P.R. Bridge Systems Ltd.	60,440.76
Pacific Blue Cross	571,059.96
Parkland Refining (BC) Ltd.	130,191.92
Pension Corporation - Municipal Pension Plan	2,238,422.65
Pivotal IRM Inc.	66,433.54
Raylec Power Ltd.	51,463.36
Receiver General for Canada	3,330,874.54
Rocky Point Engineering Ltd.	50,439.39
Rollins Machinery Limited	33,695.41
Roper Greyell LLP	59,822.24
Ryzuk Geotechnical	27,877.98
Sigma Safety Corp	29,893.76
SLR Consulting (Canada) Ltd.	33,807.69
Smart Risk Control Inc.	72,450.01
South Island Prosperity Partnership	60,121.00
Stewart McDannold Stuart in Trust	25,000.00
Suburban Motors	87,338.72
Telus Mobility	53,868.47
Terrawest Environmental Inc.	92,965.49
The Corporation of the City of Victoria	8,782,714.38
The Sherwin Williams Co.	34,204.12
United Rentals of Canada, Inc.	28,677.01

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Schedule of Payments to Suppliers for the Provision of Goods and Services (unaudited)

Supplier Name	Amount (\$)
Universal Sheet Metal Ltd.	44,007.60
Van Isle Water Services Ltd.	32,135.43
Victoria Animal Control Services Ltd.	112,410.93
Victoria Drain Services Ltd.	98,834.35
Western Traffic Ltd.	55,144.18
Wilson & Proctor Ltd.	38,627.02
WorkSafe BC	273,235.48
Aggregate over \$25,000 (79)	22,085,201.20
Aggregate under \$25,000 (760)	2,074,542.00
Total (839)	24,159,743.20

The Schedule of Payments to Suppliers for the Provision of Goods and Services has been prepared on a cash basis, and due to the limitations imposed by the Township's accounts payable system includes certain disbursements that are not purchases of goods and services. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statements has been prepared.

THE CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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Management Letter

The accompanying financial statements and schedules of the Corporation of the Township of Esquimalt (the "Township") are the responsibility of management. To ensure their integrity, objectivity, and reliability, management has selected appropriate accounting policies in accordance with Canadian generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. The financial statements necessarily include some amounts that are based on estimates and the judgement of management with appropriate consideration of materiality.

The Township's accounting systems and related internal controls and supporting processes and procedures are designed and maintained to provide reasonable assurance that financial information is complete and accurate, and assets are safeguarded from loss. The procedures include the establishment of an organizational structure that provides a well defined division of responsibilities, accountability for performance, communication of standards of business conduct, and the selection, retention, and training of qualified staff.

The Township's Council oversees management's internal control and financial reporting responsibilities. Council reviews and approves the Township's financial statements and meets with management and its independent auditors to satisfy themselves that management's responsibilities are properly discharged.

KPMG LLP, Chartered Accountants, the independent auditors appointed by Council examined the financial statements and issued their Audit Report. The auditors have full and unrestricted access to Council to discuss their audit and their related findings.

Ian Irvine
Director of Financial Services

Laurie Hurst, CPA, CGA
Chief Administrative Officer