



# Regional Board Report

**TO:** Regional Board

**FROM:** Marilyn Rilkoﬀ  
Director of Financial Services

**DATE:** June 21, 2017

**SUBJECT:** 2016 Statement of Financial Information (SOFI) Disclosures

**Voting Entitlement:** *All Directors – Unweighted Corporate Vote – Simple Majority - LGA 208.1*

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**Purpose:** To comply with legislative requirements under the *Financial Information Act* and its regulations.

## Executive Summary:

The 2016 Statement of Financial Information (SOFI) schedules are submitted for approval as required under the *Financial Information Act* and its regulations. The Audited 2016 Financial Statements were previously approved by the Board on May 12, 2017 and are posted on the RDCO's website and are also available at the RDCO Office at 1450 KLO Road.

## RECOMMENDATION:

**THAT** the Board approve the 2016 Schedules required under the *Financial Information Act* and its regulations including:

- Schedule of Board Remuneration
- Schedule of Employee Remuneration
- Schedule of Payments to Suppliers
- Statement of Severance Agreements
- Schedule of Guarantee and Indemnity Agreements

Respectfully Submitted:

A handwritten signature in black ink, appearing to read 'M Rilkoﬀ', written over a white background.

Marilyn Rilkoﬀ  
Director of Financial Services

Approved for Board's Consideration

A handwritten signature in black ink, appearing to read 'Brian Reardon', written over a white background.

Brian Reardon, CAO

### Implications of Recommendation:

Strategic Plan & Financial: The 2016 – 2020 Financial Plan, Department Initiatives and Program Plans were approved in March 2016, with amendments throughout the year. Expenditures were made in accordance with the Financial Plan.

Legal/Statutory Authority:

- Expenditures were approved in the 2016 – 2020 Financial Plan Bylaw and Amendment Bylaws.
- Local Government Act
- Community Charter
- Financial Information Act
- Financial Information Regulation

### Background:

These Schedules form part of the Statement of Financial Information Package that is submitted to the Ministry of Community, Sport and Cultural Development under the *Financial Information Act*.

Comparative Information from 2015 to 2016:

<u>Year</u>	<u># of Board Members &amp; Alternates</u>	<u>Total Board Remuneration</u>	<u># of Employees Exceeding \$75,000 Remuneration</u>	<u>Total Remuneration for Employees Exceeding \$75,000</u>	<u>Total Remuneration – All Employees</u>
2016	19	\$224,325	30	\$3,163,316	\$8,386,096
2015	17	\$228,998	35	\$3,672,803	\$8,585,907
<b>Difference</b>	<b>+2</b>	<b>-\$4,673</b>	<b>-5</b>	<b>-\$509,487</b>	<b>-\$199,811</b>

Amounts over \$25,000 paid to suppliers totaled \$11,480,953 in 2016, vs. \$12,177,928 in 2015.

The Ministry deadline requires that this information be made public by June 30, 2017.

### Financial Considerations:

- Compliance with legislative requirements under the *Financial Information Act*.
- Part of Financial Control System

**External Implications:** None

**Alternative Recommendation:** None

### Considerations not applicable to this report:

- General
- Organizational
- Policy

**Attachment(s):**

- Schedule of Board Remuneration
- Schedule of Employee Remuneration
- Schedule of Payments to Suppliers
- Approvals
- Statement of Severance Agreements
- Schedule of Guarantee and Indemnity Agreements

**REGIONAL DISTRICT OF CENTRAL OKANAGAN**  
**Statements of Financial Information**

**SCHEDULE OF REMUNERATION AND EXPENSES PAID TO OR ON BEHALF OF EACH BOARD MEMBER FOR THE YEAR 2016**

**ELECTED OFFICIALS (BOARD)**

1. NAME	POSITION	REMUNERATION	EXPENSES
* Baker, James	Board Member	12,899	1,522
Basran, Colin	Board Member	15,242	-
Bartyik, Mark	Alternate	2,235	3,409
Carson, Wayne	Board Member	22,494	11,642
Condon, Terence	Alternate	465	31
Dehart, Maxine	Board Member	15,242	-
De Jong, Richard	Alternate	2,016	-
Findlater, Doug	Board Member	15,697	658
Fortin, Cindy	Board Member	16,802	1,019
Gambell, Penelope	Alternate	155	-
Given, Gail	Chair	39,362	2,520
Gray, Tracy	Board Member	15,632	-
Hanson, Patricia	Board Member	20,284	4,531
Hodge, Charlie	Alternate	980	-
Ophus, Duane	Board Member	13,601	272
Sieben, Brad	Board Member	15,242	-
Singh, Mohini	Alternate	580	-
Stack, Luke	Board Member	15,242	-
Zanon, Carol	Alternate	155	-
<b>Total for Elected Officials</b>		<b>224,325</b>	<b>25,605</b>

\* Some 2016 remuneration not paid until 2017.

## REGIONAL DISTRICT OF CENTRAL OKANAGAN

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#### SCHEDULE OF REMUNERATION AND EXPENSES PAID TO OR ON BEHALF OF EACH EMPLOYEE FOR THE YEAR 2016

##### EMPLOYEES EXCEEDING \$75,000 IN REMUNERATION

NAME	POSITION	REMUNERATION	EXPENSES
Ackerman, Bradley	Manager of Parks & Resource Operations	98,513	608
Adams, Donna	Accounting Analyst	75,334	2,995
Andrews, Rob	Manager of Facilities & Fleet	100,236	545
Beloin, Gregory	Assistant Water & Waste Water Process Technologist	75,001	70
Bohn, Ryan	Network & Systems Administrator	75,381	-
Brennan, Andrew	Purchasing Manager	105,653	861
Bruneau, Richard	Manager of Information Services	112,569	590
Darlington, Wayne	Manager Parks Planning, Capital Projects & Visitor Services	98,995	3,635
Drouin, Mary Jane	Manager of Corporate Services	118,915	3,004
Ellsworth, Allan	Treatment Plant Operator	88,536	1,888
Evans, Garry	Public Works Utility Operator	81,235	238
Fralick, Ronald	Manager of Development Services	113,524	1,868
Griffiths, Corie	Director of Economic Development Commission	126,468	14,189
Hanson, Murray	Parks Senior Operator/Construction & Park Facility Supervisor	78,785	95
Henderson, Andrea	Manager of Human Resources	112,212	639
Kopp, Murray	Director of Parks Services	134,460	8,973
Kornelson, James	Electrical/Instrumentation Technician	90,186	905
Lambrecht, Angela	Water & Wastewater Process Technologist	81,910	2,758
Mazda, Bryan	Treatment Plant Operator Level III	82,822	834
Merenick, Diane	Chief Bylaw Enforcement Officer	91,021	4,722
Pharis, Daniela	Senior Accounting Coordinator/System Analyst	86,260	2,446
Radford, Christopher	Director of Community Services	153,891	1,651
Reardon, Brian	Chief Administrative Officer	190,004	9,219
Rilkoff, Marilyn	Director of Financial Services/Deputy CAO	166,545	4,402
Rotheisler, Peter	Manager of Environmental Services	114,533	4,316
Smith, Bruce	Communications/Intergovernmental Affairs Officer	96,707	-
Teschner, Carol	Financial Manager	106,568	1,459
Trottier, Kevin	Senior Utility Operator	102,162	4,174
Walsh, Christene	Manager of Police & Community Support Services	110,689	2,184
Wyman, Michael	Supervisor of Utilities Services	94,201	8,214
<b>Employees over \$75,000</b>		<b>3,163,316</b>	<b>87,482</b>
<b>Other Employee Salaries Paid</b>		<b>5,222,780</b>	<b>60,879</b>
		<b>8,386,096</b>	<b>148,361</b>

Note: 30 staff over \$75k in 2016 vs. 35 staff in 2015.

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### SCHEDULE OF REMUNERATION AND EXPENSES PAID TO OR ON BEHALF OF EACH EMPLOYEE, FOR THE YEAR 2016

#### 3. RECONCILIATION OF EMPLOYEE REMUNERATION

Elected Officials	224,325
Employees	8,386,096
<b>Total Remuneration</b>	<b>8,610,421</b>
<b>Reconciling Items</b>	
Municipal Pension Plan	685,989
Receiver General	435,052
Great West Life Assurance	343,969
Workers Compensation	169,890
Medical Services Plan	152,336
Miscellaneous - Other Payroll Benefits & Adj.	(32,669)
<b>Total</b>	<b>10,364,988</b>
<b>Total per Statement of Revenue and Expenditures</b>	<b>10,364,988</b>
<b>Variance</b>	<b>0</b>

Prepared pursuant to the Financial Information Regulation, Schedule 1, Section 6(2), (3), (4), (5), and (6).

**REGIONAL DISTRICT OF CENTRAL OKANAGAN**  
**Statements of Financial Information**

**SCHEDULE OF PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES - 2016**

**1. List of suppliers who received aggregate payments exceeding \$25,000**

1564877 ALBERTA LTD.	117,929
AECOM CANADA LTD.	64,519
AGUA CONSULTING INC.	165,629
ALFA LAVAL INC.	31,369
ALLAN BROOK NATURE CENTRE SOCIETY	47,000
AMERESCO ASSET SUSTAINABILITY GROUP INC	72,870
ASAHI CONTRACTING LTD	31,915
ASSOCIATED ENVIRONMENTAL CONSULTANTS INC.	109,878
BARSKI INDUSTRIES (1985) LTD	89,145
BC HYDRO	254,343
BDO CANADA LLP	60,783
BELL MOBILITY INC.	77,043
BIOMAXX WASTEWATER SOLUTIONS INC.	65,215
BLACK PRESS GROUP LTD.	46,275
BOUNDARY ELECTRIC (1985) LTD	32,107
BOUNDARY FENCING LTD	61,003
BC HYDRO	195,930
BWP CONSULTING INC	100,966
CAPRI INSURANCE - CL	344,199
CARO ANALYTICAL SERVICES	35,222
CDW CANADA INC	52,885
CHALLENGE TRAILER SALES LTD	76,169
CITY OF KELOWNA	2,683,416
CORIX CONTROL SOLUTIONS LP	56,211
COMMUNITY RECREATIONAL INITIATIVES SOCIETY	35,000
CUMMING CONSTRUCTION LTD	213,427
CITY OF WEST KELOWNA	104,665
DELL CANADA INC.	74,645
DUKA ENVIRONMENTAL SERVICES LTD	152,674
DISTRICT OF LAKE COUNTRY	347,502
DISTRICT OF PEACHLAND	46,839
DOMINION GOVLAW LLP	30,672
DUPERRON JOE	79,007
DUSTYN BAULKHAM CONSULTING INC.	58,065
ECOSCAPE ENVIRONMENTAL CONSULTANTS LTD	63,386
E-COMM EMERGENCY COMMUNICATIONS FOR	979,656
EMPS ELECTRIC MOTOR & PUMP SERVICE LTD	32,841
ENVIRO WORLD CORPORATION	32,542
ESRI CANADA LTD	43,817
EVOQUA WATER TECHNOLOGIES LTD	27,521
EZ-DOCK OKANAGAN	87,398
FEDERATION OF CANADIAN MUNICIPALITIES	27,677
FORTISBC - ELECTRICITY	56,593
FORTIS BC - NATURAL GAS	36,695
FORTISBC - ELECTRICITY	79,001
FRED SURRIDGE LTD.	35,763
TRACEY FREDRICKSON	61,908
GLOBAL PAYMENTS	62,487
GOODSIR CREATIVE INC.	28,008
GRAND VALLEY EXCAVATING LTD	31,326
GREENSTEP SOLUTIONS INC.	39,553
IT BLUEPRINT SOLUTIONS CONSULTING INC	85,868
JAMES TRUCK AND TRAILER REPAIR	26,147

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**SCHEDULE OF PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES - 2016**

KATIM ENTERPRISES LTD	58,746
KERR WOOD LEIDAL ASSOCIATES LTD	26,859
KIMCO CONTROLS LTD	28,195
LANGIS MARC	35,890
MATICHUK HOLDINGS LTD (DBA THE BATTERY DOCTORS)	209,825
MEARL'S MACHINE WORKS LTD	57,080
METRO MOTORS LTD.	55,804
MIKE VAIL TRUCKING LTD	249,533
MORRISON HERSHFIELD LTD	64,680
MUNICIPAL MEDIA INC	31,558
O.K. ENVIRONMENTAL WASTE SYSTEMS LTD.	634,917
OMEGA COMMUNICATIONS LTD	79,499
OPUS INTERNATIONAL CONSULTANTS (CANADA)	38,921
PETRO-CANADA SUPERPASS	108,273
PITNEY WORKS	47,482
PLANET CLEAN KELOWNA	33,140
POMAX CONSULTING INC.	66,347
PROGRESSIVE WASTE SOLUTIONS CANADA INC.	29,323
RAMTECH ENVIRONMENTAL PRODUCTS	32,996
TY & RY ENTERPRISES LTD	37,970
SUCK IT UP ENVIRONMENTAL LTD	120,587
RECTEC INDUSTRIES INC	89,675
RICOH CANADA INC.	46,196
RONIN HR INC.	32,681
ROYALE LANDSCAPING LTD	69,533
SPARTAN CONTROLS LTD	108,977
SU CASA SUSTAINABLE LANDSCAPING LTD.	29,238
SYLVIS ENVIRONMENTAL SERVICES INC.	127,864
TELUS COMMUNICATIONS (B.C.) INC.	34,570
TELUS SERVICES INC.	41,675
TELUS COMMUNICATIONS (B.C.) INC.	49,464
TELUS SERVICES INC.	46,081
THE BC CORPS OF COMMISSIONAIRES	32,934
UNIVERSITY OF BRITISH COLUMBIA	51,250
URBAN SYSTEMS LTD	107,894
VADIM COMPUTER MANAGEMENT GROUP LTD.	64,963
VINCENT DREW	69,370
VWR INTERNATIONAL CO.	29,114
WASTE MANAGEMENT OF CANADA CORP	283,888
WATERHOUSE ENVIRONMENTAL SERVICES	116,098
WESCO DISTRIBUTION-CANADA LP	42,198
MILLER & WYATT LTD.	26,200
RAY YOUNG BARRY WILLIAMSON WILL BUHOLZER	80,764

**Total** 11,480,953

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**SCHEDULE OF PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES - 2016**

<b>2</b>	<b>Consolidated total paid to suppliers who received aggregate payment of \$25,000 or less</b>		<b>2,632,318</b>
<b>3</b>	<b>Total of payments to suppliers for grants and contributions exceeding \$25,000</b>		
	Consolidated total of grants exceeding \$25,000		251,171
	Consolidated total of contributions exceeding \$25,000		4,006,569
	Consolidated total of all grants and contributions exceeding \$25,000		<u>4,257,740</u>
<b>4</b>	<b>Reconciliation</b>		
	<b>Total per Statement of Revenue and Expenditures</b>		
	Expenditure by Object from Financial Statements	56,486,112	
	Wages & Benefits	-10,364,988	
	Board Expenses	-25,605	
	Employee Expenses	-148,361	
	Amortization	-3,741,266	
	Fiscal Services	-26,406,422	
	Net for reconciliation		<u><u>15,799,471</u></u>
	Total of payments exceeding \$25,000 (Note: both capital & operating)		11,480,953
	Total of payments \$25,000 or less		2,997,841
	Total of grants and contributions exceeding \$25,000		4,257,740
	Reconciling items:		
	2015 payables		(3,711,923)
	2016 payables		3,263,571
	Variance made up of capital items in payables, work in progress, refunds, and other items that do not get expensed.		<u>(2,488,711)</u>
	<b>Total</b>		<u><u>15,799,471</u></u>
	<b>Total per Statement of Revenue and Expenditures</b>		<b>15,799,471</b>
	<b>Variance</b>		<b>(0)</b>

Prepared pursuant to the Financial Information Regulation, Schedule 1, Section 7 and the Financial Information Act, section 2.



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**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 under the Financial Information Act.



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Marilyn Rilkoff, CPA CMA  
Director of Financial Services  
20-Jun-17

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on behalf of the RDCO Board  
Gail Given,  
RDCO Board Chair  
26-Jun-17

Prepared pursuant to the Financial Information Regulation, Schedule 1, Section 9

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**STATEMENT OF SEVERANCE AGREEMENTS MADE DURING THE FISCAL YEAR 2016**

There were no severance agreements made between the Regional District of Central Okanagan and its non-unionized employees during fiscal year 2016.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(7).

Prepared pursuant to the Financial Information Regulation, Schedule 1, subsection 6(8)

**REGIONAL DISTRICT OF CENTRAL OKANAGAN  
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**SCHEDULE OF GUARANTEES AND INDEMNITIES AT DECEMBER 31, 2016**

The Regional District of Central Okanagan has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

Prepared pursuant to the Financial Information Regulation, Schedule 1, Section 5