



District of Highlands
Statement of Financial Information
For the Year Ended December 31, 2012
(Unaudited)

DISTRICT OF HIGHLANDS

Statement of Financial Information Approval Year ended December 31, 2012

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.

Chris Coates
Treasurer
June 30, 2012

Jane Mendum
Mayor on behalf of Council
June 30, 2012

Prepared pursuant to the Financial Information Regulations, Schedule 1, section 9

DISTRICT OF HIGHLANDS

Management Report

Year ended December 31, 2012

The Audited Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls. These systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the District's assets are properly accounted for and adequately safeguarded.

The District's auditors, KPMG 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 and statements required by the Act. Their examination includes a review and evaluation of the District's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The auditors have full and free access to the Council and meet on an annual basis.

On behalf of the District of Highlands,

Chris Coates
Treasurer
June 30, 2012

Prepared pursuant to the Financial Information Regulations, Schedule 1, section 9

DISTRICT OF HIGHLANDS

Statement of Remuneration and Expenses (Unaudited)

Year ended December 31, 2012

		Elected Officials	
		Remuneration	Expenses
Jane Mendum	Mayor	\$ 10,000	\$ 1,945
Allen Dobb	Councillor	6,000	721
Diane Gill	Councillor	6,000	2,124
Sigurd Johannesen	Councillor	6,000	1,913
Marcie McLean	Councillor	6,000	-
Karel Roessingh	Councillor	6,000	943
Ken Williams	Councillor	6,000	2,385
		\$ 46,000	\$ 10,031

		Employees	
		Remuneration	Expenses
Chris Coates	Chief Administrative Officer	\$ 112,856	\$ 1,203
Chris Leek	Building Inspector	84,480	2,127
Tina Neurauter	Corporate Office	82,525	1,375
	Other Employees (under \$75,000)	250,822	-
		\$ 530,683	\$ 4,705

Reconciliation of Remuneration			
1. Elected Officials		\$	46,000
2. Employees			530,683
3. Receiver General for Canada (Employer portion CPP & EI)			21,855
4. Reconciling Items			82,648
Total per note 9 to the audited financial statements		\$	681,186

Prepared under the Financial Information Regulation, Schedule 1, section 6(2), (3), (4), (5) and (6)

DISTRICT OF HIGHLANDS

Schedule of Payments to Suppliers for Goods and Services (Unaudited)

Year Ended December 31, 2012

Supplier Name	Aggregate amount paid to supplier
MINISTER OF FINANCE & CORPORATE RELATIONS	\$ 838,587
VIC. CONTRACTING & MUNICIPAL MAINTENANCE CORP	280,833
CAPITAL REGIONAL DISTRICT	233,653
WESTSHORE PARKS & RECREATION	201,896
WESTSHORE PARKS & REC SOCIETY	192,854
CAPITAL REGIONAL HOSPITAL DISTRICT	167,876
RECEIVER GENERAL FOR CANADA	147,109
BC TRANSIT	129,662
GREATER VICTORIA PUBLIC LIBRARY	97,694
MUNICIPAL PENSION PLAN	66,153
BEAR MOUNTAIN LAND HOLDINGS LTD	55,737
SUBURBAN MOTORS LTD.	53,612
YOUNG ANDERSON	34,411
BC ASSESSMENT AUTHORITY	34,045
STANTEC CONSULTING LTD	32,566
C.R.E.S.T.	32,300
RAMSAY MACHINE WORKS LTD	31,747
GOLDER ASSOCIATES LTD	29,718
WHISTLER CENTRE FOR SUSTAINABILITY	25,019
Total of aggregate payments exceeding \$25,000	2,685,470
Consolidated total of payments of \$25,000 or less	459,107
Total grants of \$25,000 or less	-
Total Disbursements	3,144,576
Per Note 9 to the financial statements - Expenditure by Object	2,616,422
Variance	\$ 528,154

The variance occurs for the following reasons:

- the financial statements are prepared on an accrual basis and this report is on a cash basis
- HST is included in payments to suppliers but is not included in the financial statement total
- payments are included in this report for transfers to other governments which are not included as expenditures in the financial statements

Prepared under the Financial Information Regulation, Schedule 1, section 7 and the Financial Information Act, section 2