

**District of Port Hardy**

**Statement of Financial Information (SOFI)**

For the Year Ended December 31, 2024

**District of Port Hardy  
2024 Statement of Financial Information  
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To: Helen Li-Hennessey, Executive Director  
Financial Management Branch  
Ministry of Finance  
Office of the Comptroller General,  
PO Box 9413 Stn Prov Govt  
Victoria BC V8W 9V1

Date: June 27, 2025  
Cliff:

From: Noramay Isaac  
Director of Financial Services  
PO Box 68  
Port Hardy, BC V0N 2P0

Re: ***Financial Information Act Compliance Report***

I am pleased to provide this report on compliance with the *Financial Information Act* for those corporations with fiscal years ending December 31, 2024 for which the Ministry of Municipal Affairs is responsible. A copy of the Statement of Financial Information has been electronically forwarded to the Legislative Library.

As of the date of this memo, the following corporations have materially complied with the *Financial Information Act* and the *Financial Information Regulation*:

District of Port Hardy  
PO Box 68  
Port Hardy, BC V0N 2P0

The following corporations have not complied (please enter none if all corporations have complied):  
NONE

For information regarding this report please contact:

Noramay Isaac  
Director of Financial Services  
250-949-6665

Sincerely,

A handwritten signature in black ink, appearing to read "Noramay Isaac".

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Director of Financial Services

**DISTRICT OF PORT HARDY**  
**MANAGEMENT REPORT**

The 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 to provide reasonable assurance that reliable financial information is produced.

Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises this responsibility through the Finance Committee of Council. The Finance Committee meets with management and external auditors at least once per year.

The Financial Officer has the responsibility for assessing the management systems and practices of the municipality.

The external auditors, Chan Nowosad Boates, Chartered Professional Accountants, 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 municipality's system of internal controls and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Finance Committee of Council and meet with the committee on an annual basis.

On behalf of the municipality of the District of Port Hardy,



Noramay Isaac  
Director, Financial Services  
June 27, 2025

## DISTRICT OF PORT HARDY

### MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

December 31, 2024

The accompanying consolidated financial statements of the District of Port Hardy as at December 31, 2024 and for the year ended are the responsibility of management. The consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards. The consolidated financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the consolidated financial statements are presented fairly, in all material respects.

Management maintains systems of internal accounting and administrative controls of high quality, consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the District's assets are appropriately accounted for and adequately safeguarded.

The District of Port Hardy Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the consolidated financial statements.

Mayor and Council reviews the consolidated financial statements and approves them. Mayor and Council meets periodically with management, as well as the external auditor, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the consolidated financial statements and the independent auditor's report. Mayor and Council consider their findings when approving the consolidated financial statements for issuance to the Residents.

The consolidated financial statements have been approved by Mayor and Council. In addition, these consolidated financial statements have been audited by Chan Nowosad Boates Inc. in accordance with Canadian generally accepted auditing standards on behalf of the residents. Chan Nowosad Boates Inc. has full access to Mayor and Council for the purpose of their audit.



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Noramay Isaac  
Director of Financial Services

May 13, 2025

**DISTRICT OF PORT HARDY**  
**Consolidated Financial Statements**  
**December 31, 2024**

# DISTRICT OF PORT HARDY

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Year Ended December 31, 2024

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## INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of the District of Port Hardy,

### Opinion

We have audited the accompanying consolidated financial statements of the District of Port Hardy (the "District"), which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information (hereinafter referred to as the "consolidated financial statements").

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the District as at December 31, 2024, and of its consolidated financial performance and its cash flows for the year then ended. The consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report.

We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District's financial reporting process.

### Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

### **Auditor's Responsibilities for the Audit of the Consolidated Financial Statements (continued)**

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Chen Nawrood Boatis Inc*

Chartered Professional Accountants  
Campbell River, BC

May 13, 2025

# DISTRICT OF PORT HARDY

## Consolidated Statement of Financial Position

December 31, 2024

2024

2023

(Note 17)

### FINANCIAL ASSETS

Cash (Note 3)	\$ 16,903,502	\$ 17,200,120
Accounts Receivable (Note 4)	1,917,996	1,875,876
Investment in Government Business Enterprises (Note 5)	262,146	267,335
Tax Sale Properties	-	14,591
Land Held for Resale	34,216	7,035
	<u>19,117,860</u>	<u>19,364,957</u>

### LIABILITIES

Accounts Payable (Note 6)	1,295,400	1,692,020
Deposits	63,290	38,190
Deferred Revenue (Note 7)	1,250,921	1,283,771
Long Term Debt (Note 8)	2,819,900	3,078,523
Asset Retirement Obligations (Note 9)	2,671,624	2,609,008
	<u>8,101,135</u>	<u>8,701,512</u>

### NET FINANCIAL ASSETS

11,016,725      10,663,445

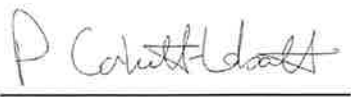
### NON-FINANCIAL ASSETS

Prepaid Expenses	80,141	45,812
Inventory	191,990	177,282
Tangible Capital Assets (Note 10)	46,282,997	46,350,821
	<u>46,555,128</u>	<u>46,573,915</u>

### ACCUMULATED SURPLUS (Note 11)

\$ 57,571,853      \$ 57,237,360

Approved by:



Mayor



Chief Administrative Officer

# DISTRICT OF PORT HARDY

## Consolidated Statement of Operations

Year Ended December 31, 2024

	2024		2023
	Budget	Actual	
	(Note 15)		(Note 17)
<b>Revenues</b>			
Taxation	\$ 3,896,932	\$ 3,705,429	\$ 3,505,720
Payments in Lieu of Taxes	336,878	340,887	333,543
Sale of Goods and Services	4,642,362	4,610,658	4,506,718
Other Income	850,188	1,542,899	1,554,892
Income (Loss) from Government Business Enterprises	-	(5,188)	30,544
Government Transfers (Schedule 1)	<u>1,875,828</u>	<u>1,874,097</u>	<u>3,430,416</u>
	<u>11,602,188</u>	<u>12,068,782</u>	<u>13,361,833</u>
<b>Expenditures</b>			
General Government Services	1,692,962	2,211,237	1,708,272
Transportation Services	2,201,887	2,519,551	2,449,840
Protective Services	697,034	726,550	663,601
Environmental Health Services	385,127	368,365	347,528
Recreation and Culture	2,391,963	2,141,560	1,885,961
Community Development	302,643	300,646	267,266
Water	1,873,354	1,832,248	1,812,310
Sewer	<u>1,437,234</u>	<u>1,634,132</u>	<u>1,471,510</u>
	<u>10,982,204</u>	<u>11,734,289</u>	<u>10,606,288</u>
<b>Annual Surplus</b>	619,984	334,493	2,755,545
<b>Accumulated Surplus - Beginning of Year</b>	<u>57,237,360</u>	<u>57,237,360</u>	<u>54,481,815</u>
<b>Accumulated Surplus - End of Year</b>	<u>\$57,857,344</u>	<u>\$57,571,853</u>	<u>\$57,237,360</u>

# DISTRICT OF PORT HARDY

## Consolidated Statement of Change in Net Financial Assets

Year Ended December 31, 2024

	<u>2024</u>		<u>2023</u>
	<u>Budget</u>	<u>Actual</u>	
	(Note 15)		
<b>Annual Surplus</b>	\$ 619,984	\$ 334,493	\$ 2,755,545
(Acquisition) Use of Prepaid Expenses	-	(34,329)	(7,071)
(Acquisition) Use of Inventories	-	(14,708)	(46,716)
Recognition of Asset Retirement Obligation Assets	-	(62,616)	(2,609,008)
Net Acquisition of Tangible Capital Assets	(6,683,700)	(2,628,063)	(4,935,498)
Amortization of Tangible Capital Assets	<u>2,297,802</u>	<u>2,758,503</u>	<u>2,704,222</u>
	<u>(3,765,914)</u>	<u>353,280</u>	<u>(2,138,526)</u>
<b>Net Financial Assets - Beginning of Year</b>	<u>10,663,445</u>	<u>10,663,445</u>	<u>12,801,971</u>
<b>Net Financial Assets - End of Year</b>	<u>\$ 6,897,531</u>	<u>\$11,016,725</u>	<u>\$10,663,445</u>

# DISTRICT OF PORT HARDY

## Consolidated Statement of Cash Flows

Year Ended December 31, 2024

2024

2023

### Cash Flows From Operating Activities:

Annual Surplus	\$ 334,493	\$ 2,755,545
Items Not Involving Cash		
Amortization of Tangible Capital Assets	2,758,503	2,704,222
Disposal of Tangible Capital Asset	<u>-</u>	<u>3,376</u>
	3,092,996	5,463,143
Changes in Non-Cash Operating Balances		
Accounts and Taxes Receivable	(42,120)	(11,554)
Tax Sale Properties	14,591	(12,957)
Land Held for Resale	(27,181)	-
Accounts Payable	(396,620)	505,435
Deposits	25,100	(950)
Deferred Revenue	(32,850)	666,482
Inventory	(14,708)	(46,716)
Prepaid Expenses	<u>(34,329)</u>	<u>(7,071)</u>
	<u>2,584,879</u>	<u>6,555,812</u>

### Cash Flows From Capital Activities:

Purchase of Tangible Capital Assets	<u>(2,628,063)</u>	<u>(4,938,875)</u>
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### Cash Flows From Investing Activities:

Distributions from Government Business Enterprises	-	65,000
Loss (Gain) from Government Business Enterprises	<u>5,189</u>	<u>(30,544)</u>
	<u>5,189</u>	<u>34,456</u>

### Cash Flows From Financing Activities:

Proceeds from Long Term Debt	-	2,300,000
Repayments of Long Term Debt	<u>(258,623)</u>	<u>(156,053)</u>
	<u>(258,623)</u>	<u>2,143,947</u>

<b>Increase (Decrease) in Cash</b>	(296,618)	3,795,340
<b>Cash - Beginning of Year</b>	<u>17,200,120</u>	<u>13,404,780</u>
<b>Cash - End of Year</b>	<u>\$ 16,903,502</u>	<u>\$ 17,200,120</u>

# DISTRICT OF PORT HARDY

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## Notes to Consolidated Financial Statements

December 31, 2024

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The District of Port Hardy (the "District") was incorporated as a municipality in 1966 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of local government services to the residents of the District. These services include general government administration, bylaw enforcement, planning and land use, building inspection, fire protection, parks and recreation, water distribution and sewer collection, wastewater disposal, garbage and recycling services, and road and street maintenance.

### 1. Significant Accounting Policies:

**a) Basis of Presentation:**

The District prepares its consolidated financial statements in accordance with Canadian public sector accounting standards ("PSAS") using guidelines developed by the Public Sector Accounting Board ("PSAB") for the Chartered Professional Accountants of Canada.

**b) Basis of Consolidation:**

The consolidated financial statements include the accounts of the District's government administration and Port Hardy Economic Partners Corporation.

All controlled entities are consolidated on a line-by-line basis except for commercial enterprises, which meet the definition of a Government Business Enterprise, which are included in the consolidated financial statements on a modified equity basis. Inter-organizational balances and transfers are eliminated upon consolidation.

Under the modified equity method of accounting, only the District's investment in the business entities and the entities' net income and other changes in equity are recorded. No adjustment is made for accounting policies of the entities that are different from those of the District, except that any other comprehensive income of the business entities is accounted for as an adjustment to the accumulated surplus or deficit. Inter-organizational transactions and balances are not eliminated for the business entities. The District accounts for its 33% interest in the North Island Community Forest Limited Partnership as well as North Island Community Forest Ltd. on the modified equity basis.

**c) Cash:**

Cash consists of cash on hand and demand deposits. Cash subject to external restrictions that prevent its use for current purposes is reflected in restricted cash.

**d) Inventory:**

Inventory is valued at the lower of cost and net realizable value. Cost is determined by the weighted average method. Inventory for resale is recorded at lower of cost or net realizable value as a financial asset. Inventory of supplies is recorded at the lower of cost or net realizable value as a non-financial asset.

**e) Investment in Government Business Enterprises:**

Investment in Government Business Enterprises are accounted for using the modified equity method.

**f) Tangible Capital Assets:**

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Amortization is recorded on a straight-line basis over the estimated useful life of the tangible capital asset commencing once the asset is in use. Donated tangible capital assets are recorded at fair value at the time of the donation.

# DISTRICT OF PORT HARDY

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## Notes to Consolidated Financial Statements

December 31, 2024

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### 1. Significant Accounting Policies (continued):

**f) Tangible Capital Assets (continued):**

Estimated useful lives of tangible capital assets are as follows:

Land Improvements	10 to 40 years
Buildings	20 to 80 years
Computer Equipment	4 to 10 years
Furniture and Equipment	5 to 10 years
Vehicles and Machinery	5 to 20 years
Paving and Lighting	10 to 60 years
Sewer Infrastructure	10 to 100 years
Water Infrastructure	10 to 100 years

**g) Collection of Taxes on Behalf of Other Taxation Authorities:**

The District collects taxation on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of these other entities are not reflected in these consolidated financial statements. Levies imposed by other taxing authorities are not included as taxes for municipal purposes.

**h) Deferred Revenue:**

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations in the year in which it is used for the specific purpose.

**i) Revenue Recognition:**

Revenues are recorded on the accrual basis of accounting and are recorded in the period in which the transaction or events occurred.

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. Taxation revenue is initially measured at management's best estimate of the amount resulting from the original taxable event in accordance with tax legislation. Through the British Columbia Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The affects of these adjustments on taxes are recognized at the time they are awarded. Charges for utility usage are recorded as sales of services. Connection fee revenues are recognized when the connection has been established.

Government transfers, which include legislative grants, are recognized when received if the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability.

Sale of goods and services and other revenues are recognized when the service is provided or the amount is earned, when the amount can be estimated and when collection is reasonably assured. Amounts received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligation that led to the collection of the funds.

**j) Administration Apportionment:**

A percentage of certain budgeted general government services expenses of the District has been allocated to other functions. These expenses include wages of administrative staff and the public works supervisor and utility discounts. Wages are allocated based on actual time spent in various segments, and utilities discounts are allocated based on the percentage of utilities revenue that relates to each segment.

# DISTRICT OF PORT HARDY

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## Notes to Consolidated Financial Statements

December 31, 2024

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### 1. Significant Accounting Policies (continued):

**k) Financial Instruments:**

Financial instruments consist of cash, accounts receivable and accounts payable. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest rate, currency or credit risk arising from these financial instruments.

**l) Use of Estimates:**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenue and expenses during the reporting period.

Significant areas requiring the use of management estimates are the collectability of accounts receivable, estimates of contingent liabilities, the provision of amortization and the estimation of potential environmental liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future.

**m) Liability for Contaminated Sites:**

Governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standards, the government has a responsibility for the remediation, future economic benefits will be given up, and a reasonable estimate can be made.

Management has assessed its potential liabilities for contaminated sites including sites that are no longer in productive use and sites for which the District accepts responsibility. There is one former landfill site that contains contamination in excess of an environmental standard requiring ongoing monitoring. The estimated costs to continue monitoring the site are not expected to be significant to the financial statements, therefore no liability was recognized as at December 31, 2024 or December 31, 2023.

**n) Asset Retirement Obligations:**

The District recognizes a liability for an asset retirement obligation when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; the past transaction or event giving rise to the liability has occurred; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability is recorded at an amount that is the best estimate of the expenditure required to retire a tangible capital asset at the financial statement date.

### 2. Change in Accounting Policies:

**a) PS 3160 - Public Private Partnership:**

On January 1, 2024, the District adopted Canadian Public Sector Accounting Standard PS 3160, Public Private Partnerships ("PS 3160"). The new accounting standard addresses the recognition, measurement, presentation, and disclosure of infrastructure procured by public sector entities through certain types of public private partnership arrangements. Management has assessed the impact of adopting PS 3160 on the financial statements of the District and has found no impact to the financial statements.

**b) PS 3400 - Revenues:**

On January 1, 2024, the District adopted Canadian Public Sector Accounting Standard PS 3400, Revenue ("PS 3400"). Under the new accounting standard, there are two categories of revenue - exchange and nonexchange. If the transaction gives rise to one or more performance obligations, it is an exchange transaction. If no performance obligations are present, it is nonexchange revenue. Management has assessed the impact of adopting PS 3400 on the financial statements of the District and has found that there is no resulting impact to the financial statements.

# DISTRICT OF PORT HARDY

## Notes to Consolidated Financial Statements

December 31, 2024

### 2. Change in Accounting Policies (continued):

#### c) PSG-8 Purchased Intangibles Applied on a Prospective Basis:

On January 1, 2024, the District adopted Public Sector Guideline PSG-8, Purchased Intangibles, applied on a prospective basis ("PSG-8"). PSG-8 defines purchased intangibles as identifiable non-monetary economic resources without physical substance acquired through an arm's length exchange transaction between knowledgeable, willing parties who are under no compulsion to act. Intangibles acquired through a transfer, contribution, or inter-entity transaction, are not purchased intangibles. Management has assessed the impact of adopting PSG-8 and found that at present no such items meet the criteria to be recognized as a purchased intangible.

### 3. Cash:

	<u>2024</u>	<u>2023</u>
Cash	\$ 1,430,870	\$ 1,631,075
CIBC High Interest Savings	<u>15,472,632</u>	<u>15,569,045</u>
	<u>\$ 16,903,502</u>	<u>\$ 17,200,120</u>

The CIBC high interest savings account is earning interest at 4.30% per annum at December 31, 2024 (2023 - 5.55%).

### 4. Accounts Receivable:

	<u>2024</u>	<u>2023</u>
Property Taxes and Utilities	\$ 1,690,995	\$ 1,662,299
Other Governments	103,826	12,880
Trade and Other	597,400	594,946
Allowance for Doubtful Accounts	<u>(474,225)</u>	<u>(394,249)</u>
	<u>\$ 1,917,996</u>	<u>\$ 1,875,876</u>

### 5. Investment in Government Business Enterprises:

The District has a 33% ownership interest in North Island Community Forestry Ltd. (NICFL) and North Island Community Forest Limited Partnership (NICFLP). The investments in NICFL and NICFLP are reported as a government business enterprise and accounted for using the modified equity method.

As a government business enterprise, the NICFLP is required to report under International Financial Reporting Standards (IFRS). In the prior and current years, the NICFLP financial statements were prepared under Canadian Accounting Standards for Private Enterprises (ASPE). Any differences between ASPE and IFRS are considered to be insignificant.

# DISTRICT OF PORT HARDY

## Notes to Consolidated Financial Statements

December 31, 2024

### 5. Investment in Government Business Enterprises (continued):

The summary of the District's investment in government business enterprises is as follows:

	<u>2024</u>	<u>2023</u>
NICFLP	\$ 237,550	\$ 242,739
NICFL	<u>24,596</u>	<u>24,596</u>
	<u>\$ 262,146</u>	<u>\$ 267,335</u>

The condensed supplementary financial information of the District's investments in government business enterprises is as follows:

	<u>2024</u>	<u>2023</u>
Total Assets	<u>\$ 749,546</u>	<u>\$ 830,467</u>
Total Liabilities	24,609	29,965
Total Equity	<u>724,937</u>	<u>800,502</u>
Total Liabilities and Equity	<u>749,546</u>	<u>830,467</u>
Revenue	40,941	265,946
Expenses	<u>56,505</u>	<u>174,314</u>
Net Income (Loss)	<u>\$ (15,564)</u>	<u>\$ 91,632</u>

### 6. Accounts Payable:

	<u>2024</u>	<u>2023</u>
Other Governments	\$ 262,257	\$ 213,698
Trade and Other	616,986	1,133,333
Payroll Liabilities	<u>416,157</u>	<u>344,989</u>
	<u>\$ 1,295,400</u>	<u>\$ 1,692,020</u>

### 7. Deferred Revenue:

	<u>2023</u>	<u>Collections</u>	<u>Transfers</u>	<u>2024</u>
Prepaid Taxes	\$ 102,936	\$ 99,754	\$ 102,936	\$ 99,754
Other Deferred Revenue	<u>1,180,835</u>	<u>735,462</u>	<u>765,130</u>	<u>1,151,167</u>
	<u>\$ 1,283,771</u>	<u>\$ 835,216</u>	<u>\$ 868,066</u>	<u>\$ 1,250,921</u>

# DISTRICT OF PORT HARDY

## Notes to Consolidated Financial Statements

December 31, 2024

### 8. Long Term Debt:

The District has debt instruments through the MFA obtained for the purposes of funding capital initiatives approved under loan authorizations. Equipment is financed over a five year period with the exception of the Fire Ladder Truck purchased in 2017 and Fire Fighting Equipment purchased in 2020. Both loans are amortized over a twelve year period with a five year term. The Pool Revitalization loan is amortized over a fifteen year period with a fifteen year term. The total balance outstanding at year end is as follows:

	<u>2023</u>	<u>Additions</u>	<u>Repayments</u>	<u>2024</u>
2017 Fire Ladder Truck	\$ 575,140	\$ -	\$ 74,875	\$ 500,265
2020 Fire Fighting Equipment	130,436	-	17,545	112,891
2020 Generator-Civic Center	13,681	-	13,681	-
2020 Seagate Pier Repairs	59,266	-	34,201	25,065
2023 Pool Revitalization	<u>2,300,000</u>	-	<u>118,321</u>	<u>2,181,679</u>
	<u>\$3,078,523</u>	<u>\$ -</u>	<u>\$ 258,623</u>	<u>\$2,819,900</u>

Interest is calculated daily on a variable rate basis at a 0.5% spread on top of the CDOR (Canadian Dealer Offered Rate). In 2024, the rate varied between 3.83% and 4.05% (2023 - 3.90% to 4.73%). At December 31, 2024 the rate was 3.83% (2023 - 4.73%). The interest expense on the debt in the year ended December 31, 2024 is \$37,354 (2023 - \$44,737).

Future payments on net outstanding debt over the next five years and thereafter are as follows:

2025	\$ 243,626
2026	228,144
2027	238,202
2028	246,963
2029 and beyond	<u>1,862,965</u>
	<u>\$2,819,900</u>

The MFA provides capital financing for regional districts and their member municipalities. The MFA is required to establish a debt reserve fund by means of demand notes and interest-bearing cash deposits. The deposit is included in the District's financial statements as Deposits - Municipal Finance Authority. The demand note is disclosed in Note 12 and is not recorded in the financial statements. Upon maturity of a debt issue, the unused portion of the debt reserve fund established for the issue will be discharged to the District. The proceeds from the discharge will be credited to income in the year it is received. At December 31, 2024, the District's debt reserve fund, including cash deposits and demand notes, was \$117,316 (2023 - \$116,315).

### 9. Asset Retirement Obligations:

The District has a number of buildings and infrastructures that are still in use which have a legal remediation requirement associated with them. The District estimated that removal and remediation costs for these assets to total \$2,671,624 (2023 - \$2,609,008). The assets had an estimated useful life of 40 to 60 years each when purchased, of which 5 to 50 years remain. The timing of post-closure care cannot yet be reasonably estimated, so no discounting has been applied to the liability.

# DISTRICT OF PORT HARDY

## Notes to Consolidated Financial Statements

December 31, 2024

### 10. Tangible Capital Assets:

	Cost				Accumulated Amortization				Net Book Value	
	Opening	Additions	Disposals	Closing	Opening	Amort	Disposals	Closing	2024	2023
<b>General Capital Assets</b>										
Land and Land Improvements	\$ 7,097,957	\$ 88,576	\$ -	\$ 7,186,533	\$ 2,865,855	\$ 133,442	\$ -	\$ 2,999,297	\$ 4,187,236	\$ 4,232,102
Buildings	15,701,181	5,518,676	-	21,219,857	8,325,489	539,129	-	8,864,618	12,355,239	7,375,692
Computer Equipment	347,111	-	-	347,111	222,465	-	-	222,465	124,646	124,646
Furniture & Equipment	405,068	-	-	405,068	405,068	-	-	405,068	-	-
Vehicles & Machinery	6,381,727	259,275	45,000	6,596,002	4,067,602	327,057	45,000	4,349,659	2,246,343	2,314,125
Work in Progress	4,609,326	1,521,313	5,002,033	1,128,606	-	-	-	-	1,128,606	4,609,326
<b>Engineered Structures</b>										
Paving and Lighting	27,358,715	123,107	-	27,481,822	17,012,104	682,681	-	17,694,785	9,787,037	10,346,611
Sewer Infrastructure	17,910,763	132,538	25,966	18,017,335	9,847,781	521,042	-	10,368,823	7,648,512	8,062,982
Water Infrastructure	<u>20,062,414</u>	<u>110,012</u>	<u>34,819</u>	<u>20,137,607</u>	<u>10,777,077</u>	<u>555,152</u>	<u>-</u>	<u>11,332,229</u>	<u>8,805,378</u>	<u>9,285,337</u>
	<u>\$ 99,874,262</u>	<u>\$ 7,753,497</u>	<u>\$ 5,107,818</u>	<u>\$ 102,519,941</u>	<u>\$ 53,523,441</u>	<u>\$ 2,758,503</u>	<u>\$ 45,000</u>	<u>\$ 56,236,944</u>	<u>\$ 46,282,997</u>	<u>\$ 46,350,821</u>

Included in Work in Progress at December 31, 2024 are capitalized costs for various capital projects that are not presently being amortized as a result of the projects still being in progress at year end. The assets are expected to be placed into use during the year ending December 31, 2025 or in future years, at which time amortization will be taken.

### 11. Accumulated Surplus:

The District segregates its accumulated surplus in the following categories:

	<u>2024</u>	<u>2023</u>
<b>Accumulated Surplus</b>		
Operating Surplus	\$ 8,074,588	\$ 8,276,585
Statutory Reserves	4,197,617	4,194,505
Internally Restricted Reserves	4,508,175	4,102,980
Equity in Tangible Capital Assets	<u>40,791,473</u>	<u>40,663,290</u>
	<u>\$ 57,571,853</u>	<u>\$ 57,237,360</u>

# DISTRICT OF PORT HARDY

## Notes to Consolidated Financial Statements

December 31, 2024

### 11. Accumulated Surplus (continued):

#### Statutory Reserves

The following reserves funds have been set up by approved bylaw with amounts transferred to and from them by Council resolution for future capital projects.

	<u>2024</u>	<u>2023</u>
Buildings	\$ 2,618	\$ 2,489
Capital Works - General	4,857	4,619
Capital Works - Sewer	1,219,288	940,523
Capital Works - Water	1,730,623	1,402,452
Computers	5,897	5,608
Eastside Park	5,852	5,565
Equipment Replacement	191,121	282,522
Growing Communities Fund (Schedule 5)	887,140	1,407,873
Park Development	47,853	45,506
Recreational Facilities	94,468	89,836
Tacan Park	7,900	7,512
	<u>\$ 4,197,617</u>	<u>\$ 4,194,505</u>

#### Internally Restricted Reserves

The following non-statutory reserves have been set aside by Council for future projects. The non-statutory reserves are not dictated by law and the funds may be allocated to different projects than originally intended.

	<u>2024</u>	<u>2023</u>
Carbon Neutral	\$ 55,275	\$ 47,699
Community Works Fund	1,592,329	1,446,292
COVID-19 Safe Restart Reserve (Schedule 4)	217,934	217,934
Debt Levy	610,558	580,616
Debt Repayment - Water	118,379	97,126
North Island Community Forest	971,581	923,935
Sewer Equipment Reserve	343,774	195,304
Water Equipment Reserve	346,381	354,466
Tax Stability	251,964	239,608
	<u>\$ 4,508,175</u>	<u>\$ 4,102,980</u>

#### Community Works Fund:

The Community Works Fund consists of \$1,592,329 of Federal Gas Taxes that remain unspent as at December 31, 2024. The fund received \$241,085 (2023 - \$250,527) in additional receipts and interest of \$76,217 (2023 - \$71,306) in 2024. During 2024, eligible expenditures of \$171,265 (2023 - \$129,831) were made. The unspent amount will remain in reserve until spent on eligible projects.

# DISTRICT OF PORT HARDY

## Notes to Consolidated Financial Statements

December 31, 2024

### 12. Contingent Liabilities:

- (a) The District is a subscribed member of the Municipal Insurance Association of British Columbia as provided by section 3.02 of the Insurance Act of the Province of British Columbia (the "Exchange"). The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any subscriber. Under the Reciprocal Insurance Exchange Agreement, the District is assessed a premium and a specific deductible for claims based on its population. The obligation of the District with respect to the Exchange and/or contract and obligation entered into by the Exchange on behalf of its subscribers in connection with the Exchange are in every case several, not joint and several. The District irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other subscribers against liability losses and costs which the other subscriber may suffer.
- (b) As a member of the Regional District of Mount Waddington, the District is responsible for its portion of operating deficits or the long-term debt related function in which it participates.
- (c) The District has issued a demand note to the Municipal Finance Authority in the amount of \$93,315 (2023 - \$93,315). This demand note, together with the cash deposit disclosed in Note 8, is a requirement of the Municipal Finance Authority to fund the Debt Reserve Fund.

### 13. Collections for Other Governments:

	<u>2024</u>	<u>2023</u>
Province of British Columbia - School Tax	\$ 1,682,968	\$ 1,660,477
Mount Waddington Regional District	618,894	600,797
Regional Hospital District of Mount Waddington	218,245	213,784
Vancouver Island Regional Library	215,942	171,446
Municipal Finance Authority	178	172
British Columbia Assessment Authority	32,039	32,607
Province of BC - Police Tax	<u>262,182</u>	<u>244,945</u>
	<u>\$ 3,030,448</u>	<u>\$ 2,924,228</u>

### 14. Pension Plan:

The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan had about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

# DISTRICT OF PORT HARDY

## Notes to Consolidated Financial Statements

December 31, 2024

### 14. Pension Plan (continued):

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The District paid \$194,188 (2023 - \$192,005) of employer contributions while employees contributed \$177,702 (2023 - \$177,568) to the plan in fiscal 2024.

The next valuation will be as at December 31, 2024, with results available in 2025. Results are not available at the date of these financial statements.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

### 15. Budget:

The Budget amounts represent the Financial Plan Bylaw adopted by Council on April 9, 2024.

The budget anticipated use of surpluses accumulated in previous years to balance against current expenditures in excess of current year revenues. In addition, the budget anticipated capital expenditures rather than amortization expense. The following schedule reconciles the approved bylaw to the amounts presented in the consolidated financial statements.

	2024
Financial Plan (Budget) Bylaw	\$ -
Add:	
Capital Expenditures	6,683,700
Debt Principal Repayments	603,700
Less:	
Debt Incurred	(624,414)
Transfers from Reserves	(3,745,200)
Amortization	<u>(2,297,802)</u>
Annual Surplus Presented in Consolidated Financial Statements	<u>\$ 619,984</u>

### 16. Segmented Information:

The District is a local government providing a wide range of service to the residents of Port Hardy, including public works, solid waste and recycling, protective services, recreation, economic development, water, sewer and marine. As a requirement of the Local Government Act, separate financial records must be kept for each service, providing particulars of assets and liabilities, revenues and expenditures, information concerning reserve funds and other pertinent financial details. The segmented information as disclosed in Schedules 2 and 3 reflects those functions offered by the District as summarized below:

# DISTRICT OF PORT HARDY

## Notes to Consolidated Financial Statements

December 31, 2024

### 16. Segmented Information (continued):

General Government Services – Provides services related to corporate and legislative administration, governance, financial management, human resources and information technology.

Transportation Services – Delivers the municipal services related to maintenance of the roads, sidewalks, parks, open space, street lighting and storm drains.

Protective Services – Comprised of the Volunteer Fire Department, the Emergency Preparedness coordinator, building inspection and bylaw enforcement.

Environmental Health Services – Services related to the collection and disposal of solid waste and the recycling program.

Recreation and Culture – Provides recreation and leisure services such as fitness and aquatic programs, the library and the museum.

Community Development – Provides economic development services including downtown revitalization, grant proposals and new business and development.

Water – Activities related to the water treatment plant and distribution system.

Sewer – Activities related to the treatment and collection system for waste water.

For each reported segment, revenues and expenses represent amounts that are directly attributable to the segment, in addition to amounts that are allocated to each segment on a reasonable basis.

### 17. Cemetery Trust Fund:

The Cemetery Trust Fund is established pursuant to the provision of the Community Charter. Monies in the reserve can be used for cemetery purposes only. A balance of \$47,860 (2023 - \$45,437) was held at December 31, 2024 and is not reported elsewhere in these financial statements.

### 18. Prior Period Adjustment:

During the year ending December 31, 2024, it was identified that costs recorded previously reported as Work in Progress should have been expensed in a prior year. In 2018, the District had a vision to develop a multiplex in Port Hardy which would have included a new community center, pool, and other recreation facilities. The District was unable to secure adequate funding for the project and it did not proceed beyond the initial consultation and design phase. During the year the District determined that these costs no longer hold future value. The amount has been adjusted appropriately in the current year, and prior years, the impact of which is detailed below:

	<b>Balance at December 31, 2023 as Previously Stated</b>	<b>Adjustment</b>	<b>Balance at December 31, 2023 as Restated</b>
Accumulated Surplus - Beginning of Year	\$ 55,128,672	\$ (646,857)	\$ 54,481,815
Tangible Capital Assets	46,997,678	(646,857)	46,350,821

# DISTRICT OF PORT HARDY

## Schedule 1 - Government Grants and Transfers to the District and Ratepayers

Year Ended December 31, 2024

	<u>2024</u>		<u>2023</u>
	<u>Budget</u>	<u>Actual</u>	
	(Note 14)		
<b>Federal Government</b>			
Gas Tax	\$ 251,604	\$ 241,085	\$ 250,527
Other	-	-	53,154
	<u>251,604</u>	<u>241,085</u>	<u>303,681</u>
<b>Province of BC and Other Programs</b>			
General Fund			
Small Communities Grant	619,000	649,000	596,000
Hotel Tax	187,107	218,023	228,682
Growing Communities Grant	-	-	1,971,000
Other	816,117	413,489	209,154
	<u>1,622,224</u>	<u>1,280,512</u>	<u>3,004,836</u>
General Capital			
Infrastructure (Provincial)	2,000	352,500	121,899
	<u>\$ 1,875,828</u>	<u>\$ 1,874,097</u>	<u>\$ 3,430,416</u>

## DISTRICT OF PORT HARDY

### Schedule 2 - Combined Statement of Operations by Segment

Year Ended December 31, 2024

	General Government Services	Transportation Services	Protective Services	Environmental Health Services	Recreation and Culture	Community Development	Water	Sewer	2024 Actual	2024 Budget
<b>Revenues</b>										
Taxation	\$ 3,705,429	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,705,429	\$ 3,896,932
Payments in Lieu of Taxes	340,887	-	-	-	-	-	-	-	340,887	336,878
Sales of Services	-	521,591	82,668	387,739	292,591	-	1,726,878	1,599,191	4,610,658	4,642,362
Loss on Investment	(5,188)	-	-	-	-	-	-	-	(5,188)	-
Government Transfers	670,360	305,416	67,500	-	352,500	478,321	-	-	1,874,097	1,875,828
Other Revenue	<u>984,005</u>	<u>50,199</u>	<u>148,829</u>	<u>2,875</u>	<u>141,152</u>	<u>65,750</u>	<u>99,960</u>	<u>50,129</u>	<u>1,542,899</u>	<u>850,188</u>
	<u>\$ 5,695,493</u>	<u>\$ 877,206</u>	<u>\$ 298,997</u>	<u>\$ 390,614</u>	<u>\$ 786,243</u>	<u>\$ 544,071</u>	<u>\$ 1,826,838</u>	<u>\$ 1,649,320</u>	<u>\$ 12,068,782</u>	<u>\$ 11,602,188</u>
<b>Expenses</b>										
Salaries and Benefits	1,162,460	616,184	204,912	33,154	991,354	-	395,600	266,213	3,669,877	4,037,077
Goods and Services	259,348	669,588	165,801	45,549	458,480	57,267	772,648	571,278	2,999,959	2,572,171
Contracted Services	405,015	484,714	168,525	289,662	178,543	243,379	108,848	275,600	2,154,286	1,983,637
Interest Expense	151,664	-	-	-	-	-	-	-	151,664	91,517
Amortization	232,750	<u>749,065</u>	187,312	-	513,183	-	555,152	521,041	<u>2,758,501</u>	<u>2,297,802</u>
	<u>2,211,237</u>	<u>2,519,551</u>	<u>726,550</u>	<u>368,365</u>	<u>2,141,560</u>	<u>300,646</u>	<u>1,832,248</u>	<u>1,634,132</u>	<u>11,734,289</u>	<u>10,982,204</u>
Annual Surplus (Deficit)	<u>\$ 3,484,256</u>	<u>\$ (1,642,345)</u>	<u>\$ (427,553)</u>	<u>\$ 22,249</u>	<u>\$ (1,355,317)</u>	<u>\$ 243,425</u>	<u>\$ (5,410)</u>	<u>\$ 15,188</u>	<u>\$ 334,493</u>	<u>\$ 619,984</u>

## DISTRICT OF PORT HARDY

### Schedule 3 - Combined Statement of Operations by Segment Year Ended December 31, 2023

	General Government Services	Transportation Services	Protective Services	Environmental Health Services	Recreation and Culture	Community Development	Water	Sewer	2023 Actual	2023 Budget
<b>Revenues</b>										
Taxation	\$ 3,505,720	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,505,720	\$ 3,508,895
Payments in Lieu of Taxes	333,543	-	-	-	-	-	-	-	333,543	410,861
Sales of Services	-	525,018	127,222	375,571	178,663	-	1,740,889	1,559,355	4,506,718	4,271,114
Gain on Investment	30,544	-	-	-	-	-	-	-	30,544	-
Government Transfers	596,000	250,527	34,914	-	10,908	2,538,067	-	-	3,430,416	4,603,891
Other Revenue	<u>1,127,627</u>	<u>11,820</u>	<u>48,399</u>	<u>2,741</u>	<u>37,120</u>	<u>77,464</u>	<u>162,499</u>	<u>87,222</u>	<u>1,554,892</u>	<u>751,253</u>
	<u>\$ 5,593,434</u>	<u>787,365</u>	<u>210,535</u>	<u>378,312</u>	<u>226,691</u>	<u>2,615,531</u>	<u>1,903,388</u>	<u>1,646,577</u>	<u>13,361,833</u>	<u>13,546,014</u>
<b>Expenses</b>										
Salaries and Benefits	960,234	608,700	181,902	25,583	848,562	1,432	419,752	283,611	3,329,775	3,777,848
Goods and Services	130,927	738,134	145,609	42,352	303,059	48,099	764,280	472,652	2,645,112	2,820,166
Contracted Services	382,045	353,941	148,937	279,593	219,642	217,735	70,767	206,405	1,879,066	1,924,099
Interest Expense	44,737	-	-	-	-	-	-	-	44,737	86,575
Amortization	190,329	749,065	187,153	-	511,320	-	557,511	508,842	2,704,220	2,247,802
Loss on Disposal of Assets	-	-	-	-	3,378	-	-	-	3,378	-
	<u>1,708,272</u>	<u>2,449,840</u>	<u>663,601</u>	<u>347,528</u>	<u>1,885,961</u>	<u>267,266</u>	<u>1,812,310</u>	<u>1,471,510</u>	<u>10,606,288</u>	<u>10,856,490</u>
Annual Surplus (Deficit)	<u>\$ 3,885,162</u>	<u>\$ (1,662,475)</u>	<u>\$ (453,066)</u>	<u>\$ 30,784</u>	<u>\$ (1,659,270)</u>	<u>\$ 2,348,265</u>	<u>\$ 91,078</u>	<u>175,067</u>	<u>\$ 2,755,545</u>	<u>\$ 2,689,524</u>

# DISTRICT OF PORT HARDY

## Schedule 4 - COVID-19 Safe Restart Grant - Unaudited

Year Ended December 31, 2024

The District received a grant of \$1,376,000 under the COVID-19 Safe Restart Grant for Local Governments in the year ending December 31, 2020. The details surrounding these funds are shown in the schedule below:

	<u>2024</u>	<u>2023</u>
<b>COVID-19 Safe Restart Funds Available</b>	\$ <u>217,934</u>	\$ <u>380,000</u>
<b>Eligible Costs</b>		
Revenue Shortfall	-	-
Pool Revitalization Project	-	90,338
Security Equipment	-	71,728
	<u>-</u>	<u>162,066</u>
<b>Balance - End of Year</b>	\$ <u><u>217,934</u></u>	\$ <u><u>217,934</u></u>

## DISTRICT OF PORT HARDY

### Schedule 5 - Growing Communities Grant - Unaudited

Year Ended December 31, 2024

The Province of British Columbia distributed conditional Growing Communities Fund ("GCF") grants to communities at the end of March 2023 to help local governments build community infrastructure and amenities to meet the demands of population growth. The GCF provided a one-time total of \$1 billion in grants to all 161 municipalities and 27 regional districts in British Columbia. The District of Port Hardy received \$1,971,000 in funding in March 2023.

	<u>2024</u>	<u>2023</u>
<b>Balance, Beginning of Year</b>	\$ 1,407,873	\$ -
<b>Funds Received</b>	-	1,971,000
<b>Interest Earned</b>	<u>59,040</u>	<u>37,958</u>
	1,466,913	2,008,958
<b>Eligible Costs</b>		
Pool Revitalization Project	<u>579,773</u>	<u>601,085</u>
<b>Balance - End of Year</b>	<u>\$ 887,140</u>	<u>\$ 1,407,873</u>

**District of Port Hardy  
2024 Schedule of Debts  
Financial Information Regulation, Schedule 1, Section 4**

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Information on debts for this organization is included in Note 8 to the Consolidated Financial Statements.

**District of Port Hardy**  
**2024 Schedule of Guarantee and Indemnity Agreements**  
**Financial Information Regulation, Schedule 1, Section 5**

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This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

**District of Port Hardy**  
**Schedule of Remuneration and Expenses**  
**Financial Information Regulation, Schedule 1, section 6**

<b>1. Elected Officials</b>		<b>Remuneration</b>	<b>Expenses</b>
Corbett-Labatt, Pat	Mayor	\$ 31,023.60	\$ 7,731.89
Dugas, Dennis	Councillor	15,511.80	932.25
Dorward, Janet	Councillor	15,511.80	1,731.19
Robertson, Fred	Councillor	15,511.80	998.72
Smith, Treena	Councillor	15,511.80	759.77
Tidbury, John	Councillor	15,511.80	3,113.66
Texmo, Brian	Councillor	15,511.80	-
		<b>\$ 124,094.40</b>	<b>\$ 15,267.48</b>
<b>2. Employees</b>			
Cousins, Robert	Operator	79,443.18	778.54
Darling, Cortney	Public Works Supervisor	81,166.35	1,302.42
Isaac, Noramay	Director of Financial Services	128,989.66	4,826.55
Jewell, Joe	Utilities Supervisor	99,032.87	1,539.50
Jacinto, Jason	Director of Operations	114,142.54	1,102.45
Le Fort, Roland	Operator	94,252.99	250.00
Moore-Labatt, Chad	Maintenance Supervisor	83,429.12	551.00
Nelson-Smith, Heather	Chief Administrative Officer	146,784.37	2,557.66
Scow, Daniel	Journeyman Mechanic	78,466.25	426.80
Sutton, Nigel	Municipal Inspector	96,375.56	250.00
Traverse, Patrick	Operator	81,590.71	250.00
		<b>1,083,673.60</b>	<b>13,834.92</b>
Consolidated total of other employees with remuneration and expenses of \$75,000 or less		1,435,650.13	16,760.22
Total employees		<b>2,519,323.73</b>	<b>30,595.14</b>
Total elected officials and employees		<b>\$ 2,643,418.13</b>	<b>\$ 45,862.62</b>
<b>3. Reconciliation</b>			
Elected officials' total remuneration		\$ 124,094.40	
Employees' total remuneration		2,519,323.73	
Sub-total		2,643,418.13	
Benefits and statutory remittances		1,026,458.87	
<b>Total salaries and benefits per Schedule 2 - Combined Statement of Operations</b>		<b>\$ 3,669,877.00</b>	

**Per Section 6(7), there was one severance agreement between the District of Port Hardy and its non-unionized employees during the fiscal year 2024.**

**District of Port Hardy**  
**Schedule of Severance Agreements**  
**Financial Information Regulation, Schedule 1, section 6(7)**

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There were no Severance payments in the Fiscal year 2024.

**District of Port Hardy**  
**Schedule of Suppliers of Goods or Services**  
**Financial Information Regulation, Schedule 1, Section 7**

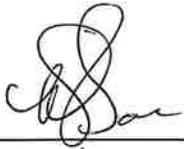
	<u>Aggregate amount paid to supplier</u>
<b>1. Suppliers who received aggregate payments exceeding \$25,000:</b>	
ALUMICHEM	181,171.22
ANA'S HARDY CLEAN	48,625.97
ANDREW SHERET LTD	75,006.71
ARIES SECURITY LTD.	236,226.93
B.C. HYDRO (Minister of Finance)	536,084.75
BLACK CAT REPAIRS	29,101.62
CANADIAN ELECTRIC VEHICLES LTD.	57,534.85
CATALIS TECHNOLOGIES CANADA LTD.	36,330.00
CENTRIX CONTROL SOLUTIONS	71,228.22
CHAN NOWOSAD BOATES INC.	46,468.39
CLEARTECH INDUSTRIES INC.	183,113.40
COASTAL MARINE MAINTENANCE AND REPAIRS	76,364.40
CONTAINER WEST	55,662.74
CUMMINS CANADA ULD	27,257.79
D.K.I. SERVICES LTD.	47,250.00
DELWIN NELSON LOGGING LTD	43,785.00
EXPERTEC	36,118.88
FOX'S DISPOSAL SERVICES LTD.	337,763.42
FRASER VALLEY REFRIGERATION (ISLAND) LTD	37,773.22
INTERNATIONAL POOL CONSTRUCTORS INC	610,175.07
IZCO Technology Solutions	90,204.42
JM'S MOBILE WELDING INC	92,295.13
K & K ELECTRIC LTD.	32,583.70
KETZA PACIFIC CONSTRUCTION LTD.	540,902.92
LAFRENTZ ROAD MARKING	28,455.57
LINDE CANADA INC.	112,824.07
McELHANNEY LTD	188,914.95
MINISTER OF FINANCE	77,812.71
MUNICIPAL INSURANCE ASSOCIATION OF BC	287,197.00
MUNICIPAL PENSION PLAN	369,849.88
NORTH ISLAND COMMUNICATIONS INC.	43,388.38
NORTH ISLAND PUMPS	89,791.55
ORACH ENTERPRISES LTD.	73,404.06
PACIFIC BLUE CROSS	142,150.34
PACIFIC FLOW CONTROL LTD	27,407.10
PACIFICUS BIOLOGICAL SERVICES LTD.	40,158.64
PARKLAND CORPORATION	76,647.26
PEAK AIR INDUSTRIAL	40,039.83
PORT HARDY BULLDOZING	30,056.49
PORT HARDY FIREFIGHTERS ASSOCIATION	42,218.22
PSD CITYWIDE INC.	50,996.14
QNPC Construction Ltd.	141,867.09
RADIUS CONTRACTING INC.	501,506.25
RECEIVER GENERAL FOR CANADA	775,474.97
REGIONAL DISTRICT OF MT WADDINGTON	368,298.97
SKOOKUM VENTURES LTD.	96,377.51
STANTEC ARCHITECTURE LTD.	68,268.09
STERLING PROCUCTIONS	102,220.11
STOIC INDUSTRIES CONSTRUCTION MANAGEMENT	279,756.56
STRYKER ELECTRONICS LTD.	31,160.02
SWGR CONTRACTING INC	63,084.84
TYCO PAVING COMPANY	44,693.25
TELUS	34,334.03
TEX ELECTRIC LTD.	43,476.12
THE SALVATION ARMY	99,057.11
TIM PLEY & ASSOCIATES LTD	126,019.52
WEST COAST PROPANE	106,796.42
WISHBONE INDUSTRIES LTD.	29,551.20
WORK TRUCK WEST	138,353.60
WORKSAFE BC	110,998.34
<b>Total of aggregate payments exceeding \$25,000 paid to suppliers</b>	<b>\$ 8,411,634.94</b>
<b>2. Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less</b>	<b>\$ 1,470,280.19</b>
<b>3. Total of payments to suppliers for grants and contributions exceeding \$25,000</b>	<b>\$ 106,067.76</b>
<b>4. Reconciliation</b>	
Total of aggregate payments exceeding \$25,000 paid to suppliers	8,411,634.94
Consolidated total of payments of \$25,000 or less paid to suppliers	1,470,280.19
Consolidated total of all grants and contributions exceeding \$25,000	106,067.76
Reconciling items including collections on behalf of other agencies and non-cash transactions	-
<b>Total per Schedule 2 - Combined Statement of Operations</b>	<b>\$ 5,154,245</b>

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

**District of Port Hardy**  
**Statement of Financial Information Approval**  
**Financial Information Regulation, Schedule 1, Section 9**

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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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Noramay Isaac  
Director, Financial Services  
June 27, 2025



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Pat Corbett-Labatt  
Mayor  
June 27, 2025

Prepared pursuant to the Financial Information Regulation, Schedule 1, section 9(2)



**District of Port Hardy**  
**Financial Services**  
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