

Consolidated Financial Statements of

DISTRICT OF HIGHLANDS

Year ended December 31, 2024

DISTRICT OF HIGHLANDS

Consolidated Financial Statements

Year ended December 31, 2024

Index:

Management's Responsibility for the Consolidated Financial Statements	1
Independent Auditor's Report	2
Consolidated Statement of Financial Position	5
Consolidated Statement of Operations	6
Consolidated Statement of Change in Net Financial Assets	7
Consolidated Statement of Cash Flows	8
Notes to Consolidated Financial Statements	9


MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of the District of Highlands (the "District") are the responsibility of management and have been prepared in compliance with applicable legislation, and in accordance with public sector accounting standards for local governments established by the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the District. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the District's consolidated financial statements.



Chief Administrative Officer - Treasurer



KPMG LLP

St. Andrew's Square II
800-730 View Street
Victoria BC V8W 3Y7
Canada
Telephone (250) 480 3500
Fax (250) 480 3539

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Councillors of the District of Highlands

Opinion

We have audited the consolidated financial statements of the District of Highlands (the "District"), which comprise:

- the consolidated statement of financial position as at end of December 31, 2024
- the consolidated statement of operations for the year then ended
- the consolidated statement of changes in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2024 and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended 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 Financial Statements***" section of our auditor's report.

We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the 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.



District of Highlands

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

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

In preparing the 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 Financial Statements

Our objectives are to obtain reasonable assurance about whether the 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 the financial statements.

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 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.



District of Highlands

- 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 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 financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- 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.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, stylized font. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P'.

Chartered Professional Accountants

Victoria, Canada
May 6, 2025

DISTRICT OF HIGHLANDS


Consolidated Statement of Financial Position

December 31, 2024, with comparative information for 2023

	2024	2023
Financial assets:		
Cash and cash equivalents	\$ 10,350,838	\$ 9,501,495
Investments	82,243	81,000
Accounts receivable (note 3)	68,357	123,751
Taxes receivable	243,980	70,809
Restricted cash	27,063	35,728
	<u>10,772,481</u>	<u>9,812,783</u>
Financial liabilities:		
Accounts payable and accrued liabilities	860,588	786,931
Security deposits	52,756	61,185
Accrued payroll expenses	11,446	11,158
Deferred revenue (note 4)	498,851	208,901
Long-term debt (note 5)	109,385	188,827
Asset retirement obligations (note 6)	70,551	69,109
	<u>1,603,577</u>	<u>1,326,111</u>
Net financial assets	9,168,904	8,486,672
Non-financial assets:		
Tangible capital assets (note 7)	37,022,912	37,319,312
Prepaid expenses	7,635	8,346
	<u>37,030,547</u>	<u>37,327,658</u>
Commitments and contingencies (note 12)		
Accumulated surplus (note 8)	\$ 46,199,451	\$ 45,814,330

The accompanying notes are an integral part of these consolidated financial statements.

On behalf of the District:



Chief Administrative Officer - Treasurer

DISTRICT OF HIGHLANDS

Consolidated Statement of Operations

Year ended December 31, 2024, with comparative information for 2023

	Financial plan (note 13)	2024	2023
Revenue:			
Taxation, net (note 9)	\$ 2,665,600	\$ 2,660,971	\$ 2,487,587
Government transfers (note 10)	865,390	824,542	2,336,572
Sale of services	5,700	7,281	8,217
Other	330,453	371,773	380,034
Licenses, permits and other	108,500	87,285	98,519
Investment income	310,000	465,762	445,206
Actuarial adjustment on debt	-	18,557	34,511
	4,285,643	4,436,171	5,790,646
Expenses:			
General government services	1,154,300	1,114,293	979,227
Protective services	741,300	693,503	596,290
Transportation services	1,235,300	1,063,391	983,281
Environmental development services	370,200	259,081	217,735
Recreation and cultural services	793,694	920,782	794,430
	4,294,794	4,051,050	3,570,963
Annual surplus (deficit)	(9,151)	385,121	2,219,683
Accumulated surplus, beginning of year	45,814,330	45,814,330	43,594,647
Accumulated surplus, end of year	\$ 45,805,179	\$ 46,199,451	\$ 45,814,330

The accompanying notes are an integral part of these consolidated financial statements.

DISTRICT OF HIGHLANDS

Consolidated Statement of Change in Net Financial Assets

Year ended December 31, 2024, with comparative information for 2023

	Financial plan (note 13)	2024	2023
Annual surplus (deficit)	\$ (9,151)	\$ 385,121	\$ 2,219,683
Acquisition of tangible capital assets	(757,593)	(627,733)	(906,339)
Asset retirement obligations	-	-	(66,181)
Amortization of tangible capital assets	875,800	874,317	900,213
Change in West Shore tangible capital assets	-	49,816	(44,487)
	118,207	296,400	(116,794)
Change in prepaid expenses	-	711	(541)
Change in net financial assets	118,207	682,232	2,102,348
Net financial assets, beginning of year	8,486,672	8,486,672	6,384,324
Net financial assets, end of year	\$ 8,604,879	\$ 9,168,904	\$ 8,486,672

The accompanying notes are an integral part of these consolidated financial statements.

DISTRICT OF HIGHLANDS

Consolidated Statement of Cash Flows

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 385,121	\$ 2,219,683
Items not involving cash:		
Amortization of tangible capital assets	874,317	900,213
Accretion expense	1,442	2,928
Change in West Shore	49,816	(44,487)
Actuarial adjustment on debt	(18,557)	(34,511)
Changes in non-cash operating assets and liabilities:		
Accounts receivable	55,394	(9,756)
Taxes receivable	(173,171)	(25,309)
Restricted cash	8,665	(3,710)
Accounts payable and accrued liabilities	73,657	120,437
Accrued payroll expenses	288	800
Security deposits	(8,429)	(18,195)
Deferred revenue	289,950	9,621
Prepaid expenses	711	(541)
	1,539,204	3,117,173
Capital activities:		
Acquisition of tangible capital assets	(627,733)	(906,339)
Investing activities:		
Investments	(1,243)	(81,000)
Financing activities:		
Debt repaid	(60,885)	(60,885)
Increase in cash and cash equivalents	849,343	2,068,949
Cash and cash equivalents, beginning of year	9,501,495	7,432,546
Cash and cash equivalents, end of year	\$ 10,350,838	\$ 9,501,495
Supplemental cash flow information:		
Cash paid for interest	\$ 21,911	\$ 26,744
Cash received from interest	465,762	445,206

The accompanying notes are an integral part of these consolidated financial statements.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements

Year ended December 31, 2024

District of Highlands (the "District") is a municipality in the Province of British Columbia and operates under the provisions of the Local Government Act and the Community Charter of British Columbia.

The District provides municipal services such as police, fire, public works, engineering, planning, parks, recreation, community development, and other general government operations.

1. Significant accounting policies:

The consolidated financial statements of the District are prepared by management in accordance with Canadian public sector accounting standards for governments as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the District are as follows:

(a) Reporting entity:

The consolidated financial statements reflect the combination of all the assets, liabilities, revenues, expenses, and changes in fund balances and in financial position of the District. The consolidated financial statements of the District also include the District's proportionate interest in West Shore Parks and Recreation Society ("West Shore"), a government partnership jointly controlled by the District.

(b) Basis of accounting:

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Revenue from transactions with performance obligations is recognized when (or as) the performance obligation is satisfied (by providing the promised goods or services to a payor). Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Government transfers:

Government transfers without stipulations restricting their use are recognized in the financial statements as revenue in the period in which the transfers are authorized, any eligibility criteria are met, and reasonable estimates of the amounts can be made. Government transfers with stipulations restricting their use are recognized in the financial statements as revenues in the period in which the eligible expenditures are incurred, providing they are authorized and eligibility criteria are met.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

1. Significant accounting policies (continued):

(d) Deferred revenue:

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired, thereby extinguishing the related liability.

Development cost charges are amounts which are restricted by government legislation or agreement with external parties. When qualifying expenditures are incurred, development cost charges are recognized as revenue in amounts which equal the associated expenses.

(e) Property tax revenue:

Property tax revenue is recognized on the accrual basis using the approved mill rates and the anticipated assessment related to the current year.

(f) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

(g) Cash and cash equivalents:

Cash and cash equivalents include investments in the Municipal Finance Authority of British Columbia ("MFA") Money Market Fund which is recorded at cost plus earnings reinvested in the funds.

(h) Long-term debt:

Long-term debt is recorded net of related payments and actuarial earnings.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

1. Significant accounting policies (continued):

(i) Employee future benefits:

The District and its employees make contributions to the Municipal Pension Plan. These contributions are expensed as incurred.

Sick leave and other retirement benefits are also available to the District's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

(j) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The costs, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful life - years
Park improvements	15 - 40
Buildings	25 - 40
Vehicles	5 - 25
Engineering structures	20 - 60

Amortization is charged annually, including in the year of acquisition and disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the District's ability to provide goods and services, or when the value of future economic benefits associated with the asset are less than the book value of the asset.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

1. Significant accounting policies (continued):

(j) Non-financial assets (continued):

(i) Tangible capital assets (continued):

The District is fortunate to have many natural assets that reduce the need for built infrastructure that would otherwise be required. This includes the Wark-Colquitz aquifer (water storage and filtration), creeks, ditches and forestlands (rain water management) and the foreshore area (natural seawall). Canadian public-sector accounting standards do not allow for the valuation and recording of such assets into the financial statements of the District. As such, these natural assets are not reported in these financial statements. Nevertheless, the District acknowledges the importance of these assets and the need to manage them in conjunction with built infrastructure.

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Natural resources:

Natural resources that have not been purchased are not recognized as assets in the financial statements.

(iv) Works of art and cultural and historic assets:

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(v) Interest capitalization:

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(vi) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

1. Significant accounting policies (continued):

(k) Contaminated sites:

The District records a liability in its financial statements when contamination on non-active property exceeds an accepted environmental standard and the District is directly responsible, or accepts responsibility for, the damage. The liability is measured at the District's best estimate of the costs directly attributable to remediation of the contamination. No contaminated sites liabilities have been recorded in these financial statements.

(l) Asset retirement obligation:

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- 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 for the removal of assumed asbestos and lead paint in several of the buildings owned by the District has been recognized based on estimated future expenses on closure of the site and post-closure care. Under the prospective method, the discount rate and assumptions used on initial recognition are those as of the date of adoption of the standard. Assumptions used in the subsequent calculations are revised yearly.

The liability is discounted using a present value calculation and adjusted yearly for accretion expense. The recognition of a liability resulted in an accompanying increase to the respective tangible capital assets. The buildings capital assets affected by the assumed asbestos and lead paint liability are being amortized with the building following the depreciation accounting policies in note 1(j(i)).

(m) Financial instruments:

The District's financial instruments consist of cash, term deposits, accounts and taxes receivable, accounts payable and accrued liabilities and long-term debt. It is management's opinion that the District's is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

1. Significant accounting policies (continued):

(m) Financial instruments (continued):

Financial instruments are recorded at fair value on initial recognition. Equity instruments quoted in an active market and derivatives are subsequently measured at fair value as at the reporting date. All other financial instruments are subsequently recorded at cost or amortized cost unless the District elects to carry the financial instrument at fair value. The District has not elected to carry any other financial instruments at fair value.

Unrealized changes in fair value are recognized in the Statement of Remeasurement Gains and Losses. They are recorded in the Statement of Operations when they are realized. There are no unrealized changes in fair value in the years presented; as a result, the District does not have a Statement of Remeasurement Gains and Losses.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations and any unrealized gain is adjusted through the statement of remeasurement gains and losses.

Transaction costs incurred on the acquisition of financial instruments subsequently measured at fair value are expensed as incurred. Transaction costs incurred on the acquisition of financial instruments recorded at cost are included in the cost and amortized using the effective interest rate method.

(n) 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 disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Estimates include assumptions used in estimating historical cost and useful lives of tangible capital assets and estimating provisions for accrued liabilities including employee future benefits, contaminated sites, amounts to settle asset retirement obligations and contingent liabilities. Actual results could differ from these estimates.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

2. Change in accounting policies:

(a) PS 3400 - Revenue:

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 non-exchange. If the transaction gives rise to one or more performance obligations, it is an exchange transaction. If no performance obligations are present, it is non exchange revenue. Management has assessed the impact of adopting PS 3400 on the financial statements and has identified a \$33,564 reduction to licenses, permits and other revenue in 2024 as a result of the change in revenue recognition due to adopting the new standard.

(b) PS 3160 - Public Private Partnerships:

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 3150 on the financial statements of the District and has found no impact to the financial statements.

(a) 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. Accounts receivable:

	2024	2023
Amenities receivable	\$ 9,300	\$ 8,536
Grants receivable	-	25,000
GST receivable	42,161	60,102
Trade receivables	16,896	30,113
	<u>\$ 68,357</u>	<u>\$ 123,751</u>

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

4. Deferred revenue:

Deferred revenue, reported on the statement of financial position, is comprised of the following:

	2024	2023
Prepaid taxes	\$ 132,581	\$ 110,119
Grants	255,388	25,760
Other	33,564	-
West Shore	77,318	73,022
Total deferred revenue	\$ 498,851	\$ 208,901

5. Long-term debt:

- (a) The District issues debt instruments through the MFA, pursuant to security issuing bylaws under authority of the Community Charter, to finance certain capital expenditures. The debt is issued on a sinking fund basis, whereby MFA invests the District's principal payments so that the payments, plus investment income, will equal the original outstanding debt amount at the end of the repayment period. Actuarial earnings on debt represent forgiveness of debt by the MFA using surplus investment income generated by the principal payments. Gross amount of debt and the amount of the principal payments and actuarial earnings are as follows:

MFA issue #	Bylaw #	Purpose	Maturity date	Original issued amount	Principal payments and actuarial earnings	Interest rate	Balance 2024	Balance 2023
		West Shore						
81	186	arena	2024	\$ 571,021	\$ 571,021	1.4%	\$ -	\$ 25,410
139	382	Fire hall bay and tender	2026	500,000	390,615	2.1%	109,385	163,417
				\$1,071,021	\$ 961,636		\$ 109,385	\$ 188,827

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

5. Long-term debt (continued):

- (b) Principal payments and estimated actuarial earnings on long-term debt for the next two years are as follows:

		Total
2025	\$	52,477
2026		56,908
Total	\$	109,385

- (c) Interest expense:

Total interest expense on long-term debt during the year was \$18,637 (2023- \$26,774). West Shore arena interest on debt is reduced by a subsidy from West Shore Parks and Recreation Society.

6. Asset retirement obligations:

The District owns and operates several buildings that are assumed to have asbestos and lead paid, which represents a health hazard upon demolition of the building and there is a legal obligation to remove it. Estimated costs have been discounted to the present value using a discount rate of 4.53% per annum.

The transition and recognition of asset retirement obligations involved an accompanying increase to the buildings capital assets. The increase in capital assets is amortized on a straight-line basis over the remaining expected useful life of the related assets.

Asset retirement obligations	2024	2023
Balance, beginning of year	\$ 69,109	\$ -
Adjustment on adoption of PS 3280	-	66,181
Accretion expense	1,442	2,928
Balance, end of year	\$ 70,551	\$ 69,109

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

7. Tangible capital assets:

		Land	Park improvements	Buildings	Vehicles and equipment	Engineering structures	Assets under construction	Total 2024	Total 2023
Cost:									
Balance, beginning of year	\$	9,795,876	470,845	5,934,698	3,014,108	38,552,196	92,786	57,860,509	56,845,942
Additions - purchases		-	-	218,525	58,097	342,355	8,756	627,733	906,339
Additions - asset retirement obligations		-	-	-	-	-	-	-	66,181
Disposals, transfers and change in cost share		-	-	(32,810)	(124,031)	(41,318)	(92,786)	(290,945)	42,047
Balance, end of year		9,795,876	470,845	6,120,413	2,948,174	38,853,233	8,756	58,197,297	57,860,509
Accumulated amortization:									
Balance, beginning of year		-	138,518	1,522,162	1,455,833	17,424,684	-	20,541,197	19,643,424
Disposals and change in cost share		-	-	(22,279)	(177,532)	(41,318)	-	(241,129)	(2,440)
Amortization		-	9,749	116,398	130,525	617,645	-	874,317	900,213
Balance, end of year		-	148,267	1,616,281	1,408,826	18,001,011	-	21,174,385	20,541,197
Net book value, end of year	\$	9,795,876	322,578	4,504,132	1,539,348	20,852,222	8,756	37,022,912	37,319,312

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

7. Tangible capital assets (continued):

(a) Assets under construction:

As at December 31, 2024 there was \$8,756 of assets under construction yet to be amortized (2023 - \$92,786). Amortization of assets commences when the assets are available for service.

(b) Contributed tangible capital assets:

There were no contributed assets recognized during the year (2023 - nil).

(c) Tangible capital assets disclosed at nominal values:

Where an estimate of fair value could not be made, the tangible capital asset has been recognized at a nominal value.

(d) Works of art and historical treasures:

The District manages and controls various works of art and non-operational historical cultural assets including buildings, artifacts, paintings and sculptures located at District sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

(e) Disposals and write-down of tangible capital assets:

During the year the District disposed of \$196,789 of fully amortized equipment (2023 - \$26,051). No write-down of tangible capital assets occurred during the year.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

8. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2024	2023
Surplus:		
Equity in tangible capital assets	\$ 36,842,976	\$ 37,061,376
Operating	1,731,852	1,666,229
	<u>38,574,828</u>	<u>38,727,605</u>
Reserve funds set aside for specific purposes by Council:		
Fire building vehicle equipment replacement	1,741,131	1,385,780
Parkland acquisition	55,484	41,464
Roads replacement capital	1,093,696	1,204,237
General capital	383,040	355,713
Land sales	124	118
Capital works	339,003	296,367
West Shore reserves	48,970	48,970
Library major asset maintenance	20,984	19,464
Canada community building	703,364	501,311
Community hall replacement	188,184	162,281
Winter weather contingency	138,890	132,439
Financial stabilization	818,512	645,960
Bridge replacement capital	86,261	67,951
Groundwater and drainage reserve	409,216	306,773
Heritage structure capital	69,632	55,908
Growing Communities Fund	1,053,800	1,121,772
Park facilities capital replacement	146,750	124,677
COVID-19 Restart Grant	327,582	548,249
Climate resiliency reserve	-	67,291
	<u>7,624,623</u>	<u>7,086,725</u>
	<u>\$ 46,199,451</u>	<u>\$ 45,814,330</u>

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

9. Taxation:

Taxation revenue, reported on the consolidated statement of operations, is comprised of the following:

	2024	2023
General tax levy	\$ 5,425,493	\$ 5,081,489
1% utility taxes	38,465	40,577
	5,463,958	5,122,066
Less taxes levied for other authorities:		
School authorities	1,667,698	1,626,090
Police tax	252,751	245,297
Capital Regional District	300,616	283,235
Capital Regional Hospital District	167,012	171,309
BC Assessment Authority	46,782	46,433
BC Transit	367,859	261,841
Municipal Finance Authority	269	274
	2,802,987	2,634,479
	\$ 2,660,971	\$ 2,487,587

10. Government transfers:

The District recognizes the transfer of government funding as expenses or revenues in the period that the events giving rise to the transfer occurred. The government transfers reported on the consolidated statement of operations are:

	2024	2023
Small communities and equalization payments	\$ 430,100	\$ 387,000
Federal Gas Tax Agreement	176,426	162,999
Growing Communities Fund	-	1,661,000
Other	218,016	125,573
	\$ 824,542	\$ 2,336,572

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

11. 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 has 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.

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 \$66,620 (2023 - \$58,844) for employer contributions while employees contributed \$61,611 (2023 - \$54,420) to the plan in fiscal 2024.

The next valuation will be as at December 31, 2024, with results available in 2025.

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.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

12. Commitments and contingencies:

- (a) The Capital Regional District ("CRD") debt, under provisions of the Local Government Act, is a direct, joint and several liability of the CRD and each member municipality within the CRD, including the District.
- (b) The District is a shareholder and member of the Capital Region Emergency Service Telecommunications (CREST) Incorporated which provides centralized emergency communications, and related public safety information services to municipalities, regional districts, the provincial and federal governments and their agencies, and emergency service organizations throughout the Greater Victoria region and the Gulf Islands. Members' obligations to share in funding ongoing operations and any additional costs relating to capital assets are to be contributed pursuant to a Members' Agreement.
- (c) Under borrowing arrangements with the MFA, the District is required to lodge security by means of demand notes and interest-bearing cash deposits based on the amount of the borrowing. As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA as a debt reserve fund. These deposits are included in the District's financial assets as restricted cash and are held by the MFA as security against the possibility of debt repayment default. If the debt is repaid without default, the deposits are refunded to the District. At December 31, 2024 there were contingent demand notes of \$22,058 (2023 - \$38,858) which are not included in the financial statements of the District.
- (d) The District is self-insured through membership in the Municipal Insurance Association of British Columbia. Under this program, member municipalities are to share jointly for general liability claims against any member in excess of \$5,000. Should the Association pay out claims in excess of premiums received, it is possible that the District, along with the other participants, would be required to contribute towards the deficit.
- (e) The District entered into a contract with RLC Enterprize Ltd. in relation to the Highway Maintenance contract. The agreement is from April 1, 2024 to March 31, 2029 for a total commitment of \$228,900 per annum.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

13. Financial plan data:

The financial plan data presented in these consolidated financial statements is based upon the 2024 operating and capital budgets approved by Council on May 6, 2024, adjusted to reflect the West Shore proportionately consolidated budgeted revenues and expenses. The chart below reconciles the approved financial plan to the financial plan figures reported in these consolidated financial statements.

	Financial plan amount
Revenues:	
Financial plan, as approved by Council	\$ 3,994,100
West Shore	291,543
	4,285,643
Expenses:	
Financial plan, as approved by Council	3,121,000
Amortization expense per financial plan	875,800
West Shore	297,994
	4,294,794
Annual deficit	\$ (9,151)

14. West Shore Parks and Recreation Society:

(a) Capital asset transfer:

The CRD transferred the lands and facilities comprising the Juan de Fuca Recreation Centre to the following municipal partners (the "Municipalities") in 2002: City of Langford, City of Colwood, District of Highlands, District of Metchosin, Town of View Royal and the CRD (on behalf of a portion of the Juan de Fuca Electoral Area). Effective January 1, 2018, the Juan de Fuca Electoral Area withdrew as a member of the Society.

The lands and facilities were transferred to the Municipalities in their proportionate share, as specified in the Co-Owners' Agreement. Future improvements are allocated among the partners as per the cost sharing formula in effect each year for each service or facility, as outlined in a Members' Agreement. For 2024, the District's share of improvements purchased by West Shore on its behalf are \$54,798 (2023 - \$69,987).

Because the cost sharing formula in the Members' Agreement produces different cost shares for the members from year-to-year, there is a gain or loss on the opening fund balances. In 2024, there was a decrease to the District's cost share of \$48,303 (2023 - an increase to the District's cost share of \$43,525).

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

14. West Shore Parks and Recreation Society (continued):

(a) Capital asset transfer (continued):

The participating Municipalities have each become members in West Shore, which was incorporated to provide parks, recreation and community services to the Municipalities under contract. Under terms of an Operating, Maintenance and Management Agreement, West Shore is responsible to equip, maintain, manage and operate the facilities located at the recreation centre.

Financial results and financial plan for West Shore are consolidated into the District's financial statements proportionately, based on the cost sharing formula outlined in the Members' Agreement. In 2024, the District's proportion for consolidation purposes was 3.50% (2023 - 3.60%).

(b) Condensed financial information for West Shore:

	2024	2023
Financial assets	\$ 6,319,372	\$ 5,775,508
Financial liabilities	3,888,495	3,555,603
Net financial assets	2,430,877	2,219,905
Non-financial assets	1,716,367	1,673,134
Accumulated surplus	\$ 4,147,244	\$ 3,893,039
Revenues	\$ 9,643,960	\$ 9,659,065
Requisition for members	6,049,085	5,816,429
	15,693,045	15,475,494
Expenses	9,389,755	9,047,249
Requisition for members	6,049,085	5,816,429
	15,438,840	14,863,678
Annual surplus	\$ 254,205	\$ 611,816

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

15. Risk management:

The District has exposure to the following risks from its use of financial instruments: credit risk, liquidity risk, and market risk (interest rate risk, and other price risk).

Management oversees the District's systems and practices of internal control and ensures that these controls contribute to the assessment and mitigation of risk. The District has experienced no change in its risk exposure and has not made any changes to its risk management policies and procedures during the year.

(a) Credit risk:

Credit risk is the risk of a financial loss to the District if a counterparty to a financial instrument fails to meet its contractual obligations resulting in a financial loss. Such risks arise principally from certain financial assets held by the District consisting of cash and cash equivalents, investments and receivables.

Cash and cash equivalents and investments are held with reputable financial institutions with investment grade external credit ratings. The majority of receivables are owing from government agencies. The District is able to recover delinquent taxes through tax sale of properties with unpaid property taxes.

The District assesses on a continuous basis its receivables and provides for any amounts that are uncollectible in an allowance for doubtful accounts. The maximum exposure to credit risk is the carrying value of financial assets.

(b) Liquidity risk:

Liquidity risk is the risk that the District will not be able to meet its financial obligations as they become due. The District's objective is to have sufficient liquidity to meet these liabilities when due. The District prepares financial plans, monitors its cash balance and cash flows to meet its liquidity requirements.

(c) Market risk:

Market risk is the risk that changes in market price, such as foreign exchange rates, interest rates and other price risks, will affect the District's results of operations or the fair value of its holdings of financial instruments.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The District mitigates interest rate risk by investing in fixed-rate investments and debt. The District is subject to interest rate risk at maturity or refinancing.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

16. Segmented information:

The District is a diversified municipal organization that provides a wide range of services to its citizens. District services are provided by departments and their activities reported separately. Certain functions that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

(a) General government services:

The General Government function is comprised of Legislative Services (Council and Committees) and General Administration, which includes Financial Management, Common Services and other administrative activities related to the management of the District. This segment also includes any other functions categorized as non-departmental.

(b) Protective services:

The Protective Services are comprised of three core services: Emergency Program, Fire Protection, Building and Bylaw Enforcement.

Emergency Program captures the District's emergency preparedness programs that ensure the District is prepared and capable to respond to the devastating effects of a disaster or major catastrophic event.

Fire Protection Services are carried out by the District's Fire Department, whose mandate is to provide critical lifesaving services in preventing or minimizing the loss of life and property from fire and natural and man-made emergencies.

Building and Bylaw Enforcement promotes, facilitates and enforces general compliance with the provisions of bylaws that pertain to the health, safety and welfare of the community.

(c) Transportation services:

Transportation services is responsible for transportation functions including roads and streets.

As well, services are provided around infrastructure, transportation planning, pedestrian and cycling issues and on-street parking regulations, including street signs and painting.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

16. Segmented information (continued):

(d) Environmental and development services:

Environmental development services works to achieve the District's community planning goals through the official community plan and other policy initiatives. Planning provides a full range of planning services related to zoning, development permits, variance permits and current regulatory issues.

(e) Recreation and cultural services:

Recreation and cultural services is responsible for the maintenance and development of all park facilities. Recreation services facilitate the provision of recreation and wellness programs and services through West Shore.

Certain allocation methodologies have been employed in the preparation of the segmented financial information. Property taxation and revenue-in-lieu of taxes are apportioned to the functions based on year end total expenditures, with the exception of protective services, which has its own tax levy.

The accounting policies used in these segments is consistent with those followed in the preparation of the consolidated financial statements as disclosed in note 1. The following table provides additional financial information for the foregoing segments.

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

16. Segmented information (continued):

	General government services	Protective services	Transportation services	Environmental and development services	Recreation and cultural services	Total
2024						
Revenue:						
Taxation	\$ 887,098	\$ 685,959	\$ 611,954	\$ 149,039	\$ 326,921	\$ 2,660,971
Government transfers	430,100	25,000	259,166	69,713	40,563	824,542
Sale of services	7,281	-	-	-	-	7,281
Licenses permits and other	54,202	18,146	-	14,937	-	87,285
Investment income	188,653	121,377	136,849	5,033	13,850	465,762
Other	40,862	18,557	-	-	330,911	390,330
Total revenue	1,608,196	869,039	1,007,969	238,722	712,245	4,436,171
Expenses:						
Contracted and general services	309,544	167,882	277,229	92,528	785,502	1,632,685
Wages and employee benefits	638,313	260,725	5,454	166,457	-	1,070,949
Materials, supplies and utilities	32,631	117,745	163,063	-	13,675	327,114
Council expenses	100,380	-	-	-	-	100,380
Grants	23,694	-	-	-	-	23,694
Interest	3,274	-	-	-	18,637	21,911
Amortization	6,457	147,151	617,645	96	102,968	874,317
Total expenses	1,114,293	693,503	1,063,391	259,081	920,782	4,051,050
Annual surplus (deficit)	\$ 493,903	\$ 175,536	\$ (55,422)	\$ (20,359)	\$ (208,537)	\$ 385,121

DISTRICT OF HIGHLANDS

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2024

16. Segmented information (continued):

	General government services	Protective services	Transportation services	Environmental and development services	Recreation and cultural services	Total
2023						
Revenue:						
Taxation	\$ 809,885	\$ 661,446	\$ 593,167	\$ 131,239	\$ 291,850	\$ 2,487,587
Government transfers	750,318	25,000	979,510	167,582	414,162	2,336,572
Sale of services	8,217	-	-	-	-	8,217
Licenses, permits and other	49,324	33,885	-	15,310	-	98,519
Investment income	203,839	96,583	127,015	3,902	13,867	445,206
Other	22,471	34,511	-	-	357,563	414,545
Total revenue	1,844,054	851,425	1,699,692	318,033	1,077,442	5,790,646
Expenses:						
Contracted and general services	218,377	99,834	260,413	53,351	635,921	1,267,896
Wages and employee benefits	589,212	252,279	5,244	164,201	-	1,010,936
Materials, supplies and utilities	30,075	97,775	84,884	-	13,098	225,832
Council expenses	108,592	-	-	-	-	108,592
Grants	24,008	-	-	-	-	24,008
Interest	3,784	2,928	-	-	26,774	33,486
Amortization	5,179	143,474	632,740	183	118,637	900,213
Total expenses	979,227	596,290	983,281	217,735	794,430	3,570,963
Annual surplus	\$ 864,827	\$ 255,135	\$ 716,411	\$ 100,298	\$ 283,012	\$ 2,219,683

DISTRICT OF HIGHLANDS

Schedules - COVID-19 Restart Grant and Growing Communities Fund Grant

Year ended December 31, 2024
(Unaudited)

Schedule - COVID-19 Restart Grant (unaudited)

On November 19, 2020, the District received a COVID-19 Safe Restart Grant from the Province of British Columbia to help address the fiscal impacts of COVID-19. The grant was recognized as revenue when received and transferred to an operating reserve to fund future eligible expenditures.

	2024	2023
COVID-19 Safe Restart Grant, beginning of year	\$ 548,249	\$ 602,962
Eligible costs incurred:		
COVID-19 related costs and emergency preparedness	-	(29,266)
Capital costs	(247,914)	(57,761)
Interest allocation	27,247	32,314
COVID-19 Safe Restart Grant, end of year	\$ 327,582	\$ 548,249

Schedule - Growing Communities Fund Grant (unaudited)

In March of 2023, the District received a Growing Communities Fund Grant from the Province of British Columbia to support the delivery of projects that are incremental to currently planned infrastructure. The grant was recognized as revenue which received and transferred to an operating reserve to fund future eligible expenditures.

	2024	2023
Growing Communities Fund, beginning of year	\$ 1,121,772	\$ -
Growing Communities Fund Grant received	-	1,661,000
Eligible costs incurred:		
Capital infrastructure costs	(122,612)	(602,542)
Interest allocation	54,640	63,314
	\$ 1,053,800	\$ 1,121,772

DISTRICT OF HIGHLANDS

Schedules - COVID-19 Restart Grant and Growing Communities Fund Grant (Continued)

Year ended December 31, 2024
(Unaudited)

Schedule - Local Government Housing Initiatives Funding Program (unaudited)

The Province of British Columbia distributed \$51 million from the Local Government Housing Initiatives funding program. The Housing Initiatives funding program is intended to support local government implementation of the legislative changes to support housing initiatives, including small-scale multi-unit housing and proactive planning, development finance, and transit-oriented development to municipalities and regional districts.

The District of Highlands recieved \$161,726 in January of 2024.

	2024
Local Government Housing Initiatives Funding received	\$ 161,726
Eligible costs incurred:	
Development approval process expenditures	(69,713)
	\$ 92,013