# COMOX STRATHCONA REGIONAL HOSPITAL DISTRICT



## FINANCIAL STATEMENTS Year ended December 31, 2011

#### **Comox-Strathcona Regional Hospital District**

## 2011 **Board of Directors**

Area A Baynes Sound-Denman/Hornby

Area A Kyuquot/Nootka-Sayward

Area B Cortes Island Area B Lazo North

Area C Discovery Islands - Mainland Inlets

Area C Puntledge - Black Creek Area D Oyster Bay - Buttle Lake

City of Campbell River City of Courtenay City of Courtenay City of Courtenay **Town of Comox** Town of Comox

Village of Cumberland Village of Gold River Village of Sayward Village of Tahsis Village of Zeballos

B. Jolliffe

G. Whalley

N. Anderson

J. Gillis

J. Abram

E. Grieve

B. Leigh

C. Cornfield (Chair)

C. Moglove

M. Storry

R. Grant

Z. Stewart

M. Presley

G. Phelps

L. Jangula

P. Fletcher

P. Ives (Vice Chair)

L. Baird

C. Anderson

J. MacDonald

C. Dahling

E. Lewis

## Comox-Strathcona Regional Hospital District Financial Statements Year ended December 31, 2011

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## **Comox-Strathcona Regional Hospital District**

#### Management's Responsibility for Financial Reporting

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards and are outlined under Significant Accounting Policies in the notes to the financial statements. Management is responsible for the integrity and objectivity of these statements as well as the supplementary schedules.

Management maintains a system of internal controls to provide reasonable assurance that assets are safeguarded and that transactions are authorized, recorded and reported properly. Management also maintains a program of proper business compliance.

The board of directors is responsible for reviewing and approving the financial statements and for ensuring that management fulfils its responsibilities for financial reporting and internal control.

BDO Canada LLP, the hospital district's independent auditor, have conducted an examination of the financial statements in accordance with Canadian generally accepted auditing standards and have expressed their opinion in a report accompanying this statement.

E.J. Dunlop, CGA

Officer responsible for Financial Administration, pursuant to Section 199 of the Local Government Act



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## Independent Auditor's Report

To the Board of Directors Comox-Strathcona Regional Hospital District

We have audited the accompanying financial statements of the Comox-Strathcona Regional Hospital District, which comprise the Statement of Financial Position as at December 31, 2011, and the Statements of Operations and Cash Flows for the year then ended, and a summary of significant accounting policies, and other explanatory information.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

#### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted the audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

#### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Comox-Strathcona Regional Hospital District as at December 31, 2011, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

#### Other Matter

The financial statements of the Comox-Strathcona Regional Hospital District for the year ended December 31, 2010 were audited by another auditor who expressed an unmodified opinion on those financial statements on May 12, 2011.

**Chartered Accountants** 

Vancouver, British Columbia May 10, 2012

Bps Carada UP

## Comox-Strathcona Regional Hospital District Statement of Financial Position As at December 31, 2011

	2011	2010
Financial Assets		
Cash and temporary investments (Note 3)	\$ 57,371,744	\$ 46,226,025
Accounts receivable	324,469	239,110
Total Financial Assets	57,696,213	46,465,135
Liabilities		
Accounts payable	1,135,172	353,395
Accrued interest (Schedule D)	142,015	176,296
Long-term debenture debt (Schedule D) (Note 4)	4,220,415	5,445,120
Total Liabilities	5,497,602	5,974,811
Accumulated Surplus (Note 6)	\$ 52,198,611	\$ 40,490,324

**Commitments (Schedule F) (Note 7)** 

E.J. Dunlop, CGA

Officer responsible for Financial Administration

C. Moglove Chair

Claire Mey

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

## Comox-Strathcona Regional Hospital District Statement of Operations Year ended December 31, 2011

	2011	2011	2010
Revenue	Actual	Budget	Actual
		(Note 10)	
Requisitions (Schedule E)	\$ 14,455,719	\$ 14,455,718	\$ 13,804,313
Grants in lieu of taxes	321,245	82,000	237,018
Interest revenue	1,126,835	60,000	628,151
Debenture refunds and other revenue	232,915		951,685
Total Revenue	16,136,714	14,597,718	15,621,167
Expenses			
Net debenture debt interest	441,293	865,265	571,685
Administration and governance	200,794	651,388	437,044
Grants to health care facilities (Schedule F) (Note 9)	3,786,340	8,221,417	1,275,340
Total Expenses	4,428,427	9,738,070	2,284,069
Annual Surplus	11,708,287	4,859,648	13,337,098
Accumulated Surplus, beginning of year	40,490,324	40,490,324	27,153,226
Accumulated Surplus, end of year	\$ 52,198,611	\$ 45,349,972	\$ 40,490,324

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

## Comox-Strathcona Regional Hospital District Statement of Cash Flows Year ended December 31, 2011

	2011	2010
Operating Activities		
Annual Surplus (Statement 2)	\$ 11,708,287	\$ 13,337,098
Changes in non-cash operating balances		
Accounts receivable	(85,359)	854
Accounts payable	781,777	(292,359)
Accrued interest	(34,281)	(101,668)
Item not utilizing cash		
Actuarial adjustment	(389,690)	(568,188)
Cash Provided by Operating Activities	11,980,734	12,375,737
Financing Activity		
Debt principal repayments	(835,015)	(1,078,887)
Cash Applied to Financing Activity	(835,015)	(1,078,887)
Change in Cash and Temporary Investments	11,145,719	11,296,850
Cash and Temporary Investments, beginning of year	46,226,025	34,929,175
Cash and Temporary Investments, end of year	\$ 57,371,744	\$ 46,226,025

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

#### Comox-Strathcona Regional Hospital District Notes to Financial Statements December 31, 2011

#### 1. Purpose

#### **British Columbia Hospital Districts**

The Comox-Strathcona Regional Hospital District was incorporated in 1967 under the Hospital District Act. The letters patent were amended in 2008, subsequent to the restructure of the Comox Strathcona Regional District, to recognize directors of both the Comox Valley Regional District and Strathcona Regional District as members of the board of the Comox-Strathcona Regional Hospital District. Its principal activities are to finance capital construction projects and capital equipment purchases for health care facilities within the Comox Valley and Strathcona regional districts. These activities are funded through property taxes and debenture debt.

#### 2. Significant Accounting Policies

#### a) Basis of Presentation

The financial statements have been prepared in accordance with the recommendations of the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants.

#### b) Reserve for Future Expenditures

Reserve funds are held for future grants of capital equipment and capital construction projects.

#### c) 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 revenues and expenses during the reporting period. Significant areas requiring management estimates are the determination of grant in lieu revenue, actuarial adjustments and collectability of accounts receivable. Actual results may vary from the estimates and adjustments will be reported and reflected in operations as they become known.

#### d) Financial Instruments

The regional hospital district's financial instruments consist of cash and temporary investments, accounts receivable, accounts payable, accrued interest and long-term debenture debt. Unless otherwise noted, it is management's opinion that the regional hospital district is not exposed to significant interest, currency or credit risks arising from these financial instruments.

#### e) Revenue Recognition

The regional hospital district recognizes requisition revenue based on assessments issued to the property owners in its service area. These assessments are issued on an annual basis to meet the expenditures of the regional hospital district. Interest revenue is recorded when earned. Grants in lieu of taxes are recorded on an accrual basis when it is possible to reasonably estimate the amounts receivable.

#### 3. Cash and Temporary Investments

Included in cash and temporary investments is \$46,379,956 (2010 - \$37,876,292) of temporary investments held with the Municipal Finance Authority in money market, intermediate and bond funds. These investments are carried at market value which approximates cost and are being held in reserve for major project requirements.

#### Comox-Strathcona Regional Hospital District Notes to Financial Statements December 31, 2011

#### 4. Long-Term Debenture Debt

Details of long-term debt, including maturity dates, interest rates and outstanding amounts, are summarized on Schedule D – Schedule of Long-Term Debenture Debt.

Payments of principal and actuarial on issued debt of the regional hospital district is approximately as follows:

2012	\$1,030,740
2013	1,040,929
2014	821,437
2015	468,531
2016	427,764
2017 and thereafter	431,014
	\$4,220,415

Interest on long-term debt, net of actuarial adjustments, recorded in the Statement of Operations in 2011 is \$441,293 (2010 - \$571,685).

#### 5. Municipal Finance Authority Debt Reserve Fund

The Municipal Finance Authority (MFA) requires the regional hospital district to establish a fund equal to one-half the annual installment of principal and interest of debentures issued. The cash portion of the fund is equal to one percent of the total principal with the remainder made up of a non-interest bearing demand note.

Monies paid into the debt reserve fund and interest earned thereon are obligations of MFA to the regional hospital districts. Due to their contingent nature, neither the asset nor liability is recorded in the financial statements. These amounts as at December 31, 2011 amounted to \$759,359 (2010 - \$914 409).

#### 6. Accumulated Surplus

	2011	2010	
Revenue Fund (Schedule A)	\$ 302,997	\$ 257,964	
Reserve Fund (Schedule B)	56,349,468	45,694,708	
Capital and Loan Fund (Schedule C)	(4,453,854)	(5,462,348)	
Accumulated Surplus, end of year	\$52,198,611	\$ 40,490,324	

#### 7. Commitments

As at December 31, 2011, commitments in connection with various capital grants amounted to approximately \$4,166,430 (2010 - \$6,588,212) as detailed on Schedule F. This represents the Comox-Strathcona Regional Hospital District portion, which is 40% of the total capital cost and includes the remaining commitment of \$1,084,900 for the business case for the north island hospitals project.

#### 8. Related Party Transactions

Related parties consist of the municipalities and electoral areas listed on Schedule E. Included in accounts receivable are amounts from related party municipalities totaling \$283,289 (2010 - \$203,851). During the year, administrative support services supplied to the regional hospital district by the Comox Valley Regional District totaled \$150,636 (2010 - \$395,688).

#### Comox-Strathcona Regional Hospital District Notes to Financial Statements December 31, 2011

#### 9. Grants to Health Care Facilities

	<b>2011</b>	
Campbell River & District General Hospital	\$ 797,409	\$ 570,440
Cortes Health Centre	2,500	2,500
Cumberland Regional Laundry Society	2,500	207,054
Gold River Health Clinic	12,500	8,478
Kyuquot Health Centre	5,549	2,500
North Island Hospitals Project	1,915,100	-
Sayward Primary Heathcare Clinic	2,500	-
St. Joseph's General Hospital	1,043,282	479,368
Tahsis Health Centre	2,500	2,500
Zeballos Health Centre	2,500	2,500
	\$3,786,340	\$1,275,340

#### 10. Restatement of 2011 Budget

The budget amounts presented throughout these financial statements represent the budget bylaw approved by the regional hospital district board on March 3, 2011.

The budget anticipated use of surpluses accumulated in previous years to balance against current year expenditures in excess of current year revenues.

The summary below reconciles the 2011 adopted budget to the Statement of Operations.

Budget bylaw, surplus for the year	\$	-
Add:		
Debt principal payments	83	35,016
Transfers to future expenditure reserve	37	70,808
Transfers to major project reserve	10,50	00,000
Less:		
Transfers from future expenditure reserve	(6,28	7,487)
Transfers from previous years surplus	(55	8,689)
Budgeted Annual Surplus, as restated	\$ 4,85	59,648

#### 11. Comparative Figures

The comparative figures have been reclassified where applicable to conform to the current year's presentation.

#### 12. Statement Presentation

Since the regional hospital district does not have non-financial assets, a Statement of Net Financial Assets has not been presented.

## Comox-Strathcona Regional Hospital District Schedule of Revenue Fund Activities Year ended December 31, 2011

	2011	2011	2010
	Actual	Budget	Actual
Revenue		(Note 10)	
Requisitions (Schedule E)	\$ 14,455,719	\$ 14,455,718	\$ 13,804,313
Grants in lieu of taxes	321,245	82,000	237,018
Interest revenue	1,126,835	60,000	628,151
Debenture refunds and other revenue	232,915		951,685
Total Revenue	16,136,714	14,597,718	15,621,167
Expenses			
Debenture debt interest (Schedule D)	830,983	865,265	1,139,873
Administration and governance costs	200,794	651,388	437,044
Contribution to reserves for future major projects	11,503,664	10,500,000	9,661,232
Contribution to reserves for future expenditures	2,556,902	370,808	3,310,972
Total Expenses	15,092,343	12,387,461	14,549,121
Net Revenue	1,044,371	2,210,257	1,072,046
Financing Activities			
Grants funded by operating	(164,323)	(1,633,205)	(115,927)
Debt principal repayments (Schedule D)	(835,015)	(835,016)	(1,078,887)
Total Financing Activities	(999,338)	(2,468,221)	(1,194,814)
Change in Fund Balance	45,033	(257,964)	(122,768)
Fund Balance, beginning of year	257,964	257,964	380,732
Fund Balance, end of year	\$ 302,997	\$ -	\$ 257,964

## Comox-Strathcona Regional Hospital District Schedule of Reserve Fund Activities Year ended December 31, 2011

	2011		2010	
Fund Balance, beginning of year	\$	45,694,708	\$	33,472,938
Add:				
Transfer from Revenue Fund for future major projects (Schedule A)		11,503,664		9,661,232
Transfer from Revenue Fund for future expenditures (Schedule A)		2,556,902		3,310,972
Less:				
Grants funded by reserves		(3,405,806)		(750,434)
Fund Balance, end of year	\$	56,349,468	\$	45,694,708

## Comox-Strathcona Regional Hospital District Schedule of Capital and Loan Fund Activities Year ended December 31, 2011

	2011		2010	
Fund Balance, beginning of year	\$	(5,462,348)	\$	(6,700,444)
Add:				
Debt principal repayments (Schedule D)		835,015		1,078,887
Actuarial additions (Schedule D)		389,690		568,188
Less:				
Grants funded by long-term debt		(216,211)		(408,979)
Fund Balance, end of year	\$	(4,453,854)	\$	(5,462,348)

## Comox-Strathcona Regional Hospital District Schedule of Capital and Loan Fund Activities Year ended December 31, 2011

	2011	2010
Fund Balance, beginning of year	\$ (5,462,348)	\$ (6,700,444)
Add:		
Debt principal repayments (Schedule D)	835,015	1,078,887
Actuarial additions (Schedule D)	389,690	568,188
Less:		
Grants funded by long-term debt	 (216,211)	 (408,979)
Fund Balance, end of year	\$ (4,453,854)	\$ (5,462,348)

## Comox-Strathcona Regional Hospital District Schedule of Long-term Debenture Debt Municipal Finance Authority (MFA) As at December 31, 2011

								2011	Debt Charge	s	
				Beginning	Principal	Actuarial	Ending	Interest	Accrued	Accrued	
MFA#	Issue Date	Yrs	Int Rate	Balance	Payments	Additions	Balance	Expense	Interest	Actuarial	
71	Oct 07/99	15	5.71%	564,076	82,412	49,382	432,282	94,395	7,759	4,537	
71	Oct 07/99	15	3.15%	111,034	16,222	9,720	85,092	10,260	843	893	
73	Nov 7/00	15	6.35%	149,269	17,863	9,422	121,984	22,774	1,872	873	
75	Oct 10/01	10	5.69%	168,822	108,825	59,997	-	71,483	-	-	
80	Oct 3/03	10	4.78%	153,568	34,619	14,094	104,855	20,792	5,070	4,019	
95	Oct 13/05	10	4.17%	103,865	15,762	3,415	84,688	7,891	1,708	903	
99	Nov 7/06	10	4.43%	335,382	43,222	7,341	284,819	22,988	4,597	1,868	
99	Nov 7/06	10	4.43%	391,482	50,451	8,570	332,461	26,833	5,367	2,180	
99	Nov 7/06	10	4.43%	588,395	75,827	12,880	499,688	40,330	8,066	3,277	
99	Nov 7/06	20	4.43%	416,262	16,304	2,769	397,189	21,508	4,302	704	
103	Apr 23/08	10	4.65%	504,258	50,597	4,129	449,532	28,248	5,340	4,350	
105	Apr 21/09	5	3.55%	569,069	128,856	5,154	435,059	24,776	1,901	6,062	
519	Feb 21/91	20	10.75%	31,871	12,246	19,625	_	6,311	_	-	
533	Apr 10/91	20	10.01%	29,209	12,573	16,636	_	9,976	-	-	
536	Jul 10/91	20	10.04%	5,383	2,264	3,119	_	3,558	_	-	
537	May 08/92	20	9.41%	61,210	13,297	16,562	31,351	36,930	5,362	11,691	
612	May 31/95	20	8.50%	38,809	6,271	6,040	26,498	13,566	4,832	2,364	
613	Nov 14/95	20	8.50%	54,999	8,887	8,559	37,553	19,226	6,848	3,350	
619	Feb 17/93	20	8.50%	326,746	43,984	59,663	223,099	129,200	46,016	23,032	
620	Mar 16/93	20	8.50%	64,458	9,361	11,085	44,012	24,324	8,663	4,300	
621	Jul 20/93	20	8.50%	77,154	11,132	13,342	52,680	29,240	10,414	5,174	
622	Jan 05/94	20	7.50%	46,228	4,804	5,921	35,503	12,349	744	3,617	
624	Nov 29/96	27	7.88%	558,359	58,625	30,786	468,948	122,764	10,427	2,731	
626	Oct 31/94	20	9.63%	95,212	10,611	11,479	73,122	31,261	1,884	7,048	
				\$ 5,445,120	\$ 835,015	\$ 389,690	\$ 4,220,415	\$ 830,983	\$ 142,015	\$ 92,973	

## Comox-Strathcona Regional Hospital District Schedule of Revenue from Requisitions Year ended December 31, 2011

	2011	2011	2010
	Actual	Budget (Note 10)	Actual
Member Municipalities			
City of Courtenay	\$ 3,238,570	\$ 3,161,841	\$ 3,019,362
Town of Comox	1,579,195	1,516,437	1,448,103
Village of Cumberland	342,872	333,137	318,126
City of Campbell River	3,546,924	3,591,742	3,429,890
Village of Gold River	104,089	112,431	107,365
Village of Sayward	27,965	28,888	27,586
Village of Tahsis	38,865	37,471	35,782
Village of Zeballos	12,246	12,119	11,573
	8,890,726	8,794,066	8,397,787
Electoral Areas			
Baynes Sound/Denman-Hornby Islands (Area A)	\$ 1,520,590	\$ 1,505,378	\$ 1,437,543
Lazo North (Area B)	986,183	986,499	942,046
Puntledge-Black Creek (Area C)	1,330,747	1,366,782	1,305,192
Kyuquot-Nootka/Sayward (Area A)	267,674	273,290	260,974
Cortes (Area B)	225,307	237,018	226,337
Discovery Islands-Mainland Inlets (Area C)	587,655	609,902	582,418
Oyster Bay-Buttle Lake (Area D)	646,837	682,783	652,016
	5,564,993	5,661,652	5,406,526
Total Revenue from Requisitions	\$ 14,455,719	\$ 14,455,718	\$ 13,804,313

## Comox-Strathcona Regional Hospital District Schedule of Projects and Commitments As at December 31, 2011

(Unaudited)

Project		HD Portion Approved	Paid Prior Years		Paid 2011		Balance of Committed Funds	
All Facilities								
2008 Allocation	\$	658,777	\$ (508,649)	\$	(150,128)	\$	-	
2009 Allocation		649,137	-		(353,653)		295,484	
2010 Allocation		425,388	-		-		425,388	
2011 Allocation		850,205	_		-		850,205	
Campbell River & District General Hospital								
2 South Renovations		77,960	(31,274)		(839)		45,847	
2S Med Gas Upgrade		30,480	- 1		-		30,480	
4 Negative Pressure Rooms		320,000	(180,935)		(55, 252)		83,813	
Asbestos Remediation		66,000	(37,421)		(5,112)		23,466	
Heliport Upgrade		54,400	(52,839)		-		-	
Major Electrical System Phase 1		118,000	(7,452)		(110,367)		-	
Multi-purpose Fluoroscopy Unit		440,000	-		(289,607)		150,393	
OR Infection Control Standards Upgrade		63,000	(1,614)		(2,424)		58,962	
Pulmonary Function lab		68,000	-		(32,500)		35,500	
Repair to Building Fabric & Finishes		272,800	(26,573)		(82,831)		163,396	
Replace Generator		208,000	(163,387)		(44,614)		, -	
Replace/Upgrade Generator Set		180,000	(177,065)		(2,559)		-	
Ultrasound		216,000	-		(44,091)		171,909	
Upgrade Elevator Controls		160,000	(2,294)		(2,093)		155,613	
Cortes Health Centre								
2011 Allocation		2,500	-		(2,500)		-	
Cumberland Regional Hospital Laundry Socie	ety							
2011 Allocation		2,500	-		(2,500)		-	
Gold River Health Clinic								
2011 Allocation		2,500	-		(2,500)		-	
Kyuquot Health Centre								
2011 Allocation		2,500	-		(2,500)		-	
Subtotal	\$	4,868,147	\$ (1,189,504)	\$(	1,186,070)	\$	2,490,456	

# Comox-Strathcona Regional Hospital District Schedule of Projects and Commitments As at December 31, 2011 (Unaudited)

	(0	,			
Project	HD Portion Approved	Paid Prior Years		Paid 2011	Balance of Committed Funds
North Island Hospitals Project Business Case	\$ 3,000,000	\$	-	\$ (1,915,100)	\$ 1,084,900
Sayward Primary Healthcare Clinic 2011 Allocation	2,500		-	(2,500)	-
St Joseph's General Hospital					
Cerner Installation	54,800		_	(54,551)	249
Chemistry/Immuno Analyzer	127,263		_	(127,263)	-
Clinical systems & infrastructure	320,000		(219,611)	(100,389)	-
Core Clinical Phase 2	400,000		_	(43,340)	356,660
Dietary Trolleys & Tray System	52,000		(48,464)	(3,460)	-
Endoscope Washer	48,000		-	(40,167)	7,833
Gas Steam Generator	58,800		-	(8,143)	50,657
General X-ray Machine	180,000		-	(168,834)	-
Heating Boiler Replacement	76,000		-	(3,083)	72,917
Heliport Upgrade	64,178		-	(64,178)	-
Roofing	76,000		-	(56,310)	19,690
Service Elevator Upgrade	41,200		(32,792)	(7,954)	-
Telephone Upgrade	70,000		(57,902)	-	12,098
York Chiller Replacement	64,000		-	-	64,000
Tahsis Health Centre					
2011 Allocation	2,500		-	(2,500)	-
VIHA					
Planning	14,000		(7,032)	-	6,968
Zeballos Health Centre					
2011 Allocation	2,500		-	(2,500)	-
Subtotal	\$ 4,653,741	\$	(365,801)	\$ (2,600,270)	\$ 1,675,974
Total Commitments	\$ 9,521,888	\$	(1,555,304)	\$ (3,786,340)	\$ 4,166,430