

FINANCIAL STATEMENTS December 31, 2020

## **ELECTED AND APPOINTED OFFICIALS** 2020

## **BOARD OF DIRECTORS**

A. Stone (Chair) T. McGonigle K. Marsh A. Siebring D. Toporowski B. Salmon (Vice Chair) S. Acton

M. Staples

- M. Wilson
- L. lannidinardo
- A. Nicholson
- I. Morrison
- L. Smith
- B. Maartman
- K. Kuhn

# **OFFICERS**

- Chief Administrative Officer -Corporate Legislative Officer -
- Corporate Financial Officer -
- B. Carruthers
- A. Legault
- N. Wehner

### FINANCIAL STATEMENTS DECEMBER 31, 2020

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# Management's Responsibility for Financial Reporting

To the Members of the Board of the Cowichan Valley Regional Hospital District:

This statement is provided to clarify and outline the roles and responsibilities of the management team, elected Board of Directors and independent auditors in relation to the preparation and review of the Cowichan Valley Regional Hospital District's (the "Hospital District") annual financial results.

Management is responsible for the preparation and fair presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of the financial statements.

The Hospital District's Board of Directors is composed of Directors who are neither management nor employees of the Hospital District. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information in the financial statements. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management.

BDO Canada LLP, an independent firm of Chartered Professional Accountants, is appointed by the Regional Hospital District's Board of Directors to audit the financial statements and report to them; their report follows. The external auditors have full and free access to management and the Board to discuss their audit findings.

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Natalie Wehner, CPA, CMA Corporate Financial Officer

Brian Carruthers Chief Administrative Officer



April 28, 2021



Independent Auditor's Report

To the Board of Directors of the Cowichan Valley Regional Hospital District

Opinion

We have audited the financial statements of the Cowichan Valley Regional Hospital District ("CVRHD") which comprise the Statement of Financial Position as at December 31, 2020 and the Statements Operations, Changes in Net Financial Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, CVRHD financial statements present fairly, in all material respects, the financial position of CVRHD as at December 31, 2020 and its financial performance and 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 report. We are independent of CVRHD 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.

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 CVRHD'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 CVRHD, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing CVRHD'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 these 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 CVRHD'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 CVRHD'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 CVRHD 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.

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.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia May 4, 2021

Statement 1

## COWICHAN VALLEY REGIONAL HOSPITAL DISTRICT

STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2020				
	2020	2019		
Assets Cash & Cash Equivalents (Note 3) Portfolio Investments - Restricted (Note 4) Land - Future Hospital Site (Note 5) Total Assets	\$ 43,875,255 20,559,438 <u>3,380,964</u> 67,815,657	\$ 37,356,030 21,308,505 <u>3,338,236</u> <u>62,002,771</u>		
Liabilities Accounts Payable Accrued Interest Payable Debenture Debt (Schedule D) Total Liabilities	225,816 2,417 <u>206,860</u> 435,093	- 2,533 <u>288,418</u> 290,951		
Accumulated Surplus (Note 10)	\$ <u>67,380,564</u>	\$ <u>61,711,820</u>		

Natalie Wehner, CPA, CMA Corporate Financial Officer

Aaron Stone Chairperson π

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

# STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2020

	Budget (Note 12)	2020	2019
Revenue Tax Requisition Grants Actuarial gain on debentures Interest and Other Revenue Donations Total Revenue	\$ 12,291,063 - - 1,000,000 - - 13,291,063	\$ 12,291,062 8,187 40,533 781,846 - - 13,121,628	\$ 11,291,065 5,750 37,109 1,220,393 <u>119,615</u> 12,673,932
			12,070,002
Expenses Debenture Debt Interest Administrative Expenses Grants to Health Care Facilities (Schedule E Major Projects Contribution (Note 8) Total Expenses	26,296 60,000 1,800,000 <u>14,520,000</u> 16,406,296	26,127 67,279 1,850,695 <u>5,508,783</u> 7,452,884	26,616 60,313 1,532,200 <u>3,905,428</u> <u>5,524,557</u>
Annual Surplus/Deficit	(3,115,233)	5,668,744	7,149,375
Opening, accumulated surplus	61,711,820	61,711,820	54,562,445
Ending, accumulated surplus	\$ <u>58,596,587</u>	\$ <u>67,380,564</u>	\$ <u>61,711,820</u>

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

# STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2020

	20	20	2019
<b>Operating Transactions</b> Annual Surplus	\$ 5,668,7	44 \$	7,149,375
Change in accounts payable Change in accrued interest Actuarial gain on debentures	225,8 (1 (40,5	16)	- (113) (37,109)
Net increase in cash from operations	5,853,9	<u>11</u>	7,112,153
<b>Investing Transactions</b> Portfolio investments Land future contributions Net decrease in cash from investing	749,0 (42,7 706,3	<u>28</u> ) _	(389,327) (1,350) (390,677)
Financing Transactions Principal debt repayments (Schedule D)	(41,0	<u>25)</u>	<u>(40,785</u> )
Net decrease in cash from financing	(41,0	<u>25</u> )	(40,785)
Increase in Cash & Cash Equivalents	6,519,2	25	6,680,691
Cash & Cash Equivalents - Beginning of Year	37,356,0	<u>30</u>	30,675,339
Cash & Cash Equivalents - End of Year	\$ <u>43,875,2</u>	<u>55</u> \$_	37,356,030
Breakdown of Cash			
Cash Cash - Restricted	\$     857,9 43,017,3		3,303,036 <u>34,052,994</u>

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

\$<u>43,875,255</u>

\$<u>37,356,030</u>

## 1. Purpose

The Cowichan Valley Regional Hospital District (CVRHD) is incorporated under the British Columbia Hospital District Act. Its purpose is to secure and administer capital funding for hospitals within the Cowichan Valley Regional Hospital District. These activities are funded through property taxes and debenture debt.

## 2. Significant Accounting Policies

## a) Basis of Presentation

The financial statements have been prepared using guidelines issued by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada (PSAB).

#### b) 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 liabilities at the date of financial statements, as well as the reported amounts of revenues and expenditures during the reporting period. Significant areas requiring management estimates are determination of accrued liabilities. Actual results may vary from the estimates and adjustments will be reported and reflected in operations as they become known.

#### c) **Debenture Debt**

The Hospital District records net debt issued at the inception of issues. Sinking fund assets are recorded at the cost amount of the contributions made, plus actuarial amounts.

#### d) Financial Instruments

The Hospital District's financial instruments consist of cash, portfolio investments and long term debt. CVRHD has invested in two institutions, one a charted bank and the other being Municipal Finance Authority (MFA) to diversify credit risk. The bank accounts bear interest at market savings rates, the MFA Pooled investments are composed on income investments generating returns averaging 0.85% (2019 - 1.86%) and MFA BC Fossil Fuel bonds generating returns averaging 0.56% (2019 - nil).

#### e) **Revenue Recognition**

The Hospital District recognizes tax 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 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.

# f) Expense Recognition

Grants and transfers are recorded as expenses when the transfer is authorized and eligibility criteria have been met by the recipient. The grants to the Vancouver Island Health Care Facilities are considered government transfers. Major project contributions are recorded once CVRHD is legally obligated to make the expenditure and has no recourse

#### 3. Cash & Cash Equivalents

	2020	2019
Restricted cash -invested in interest bearing savings accounts Unrestricted Cash	\$43,017,329 <u>857,926</u>	\$34,052,994 <u>3,303,036</u>
Total Cash	\$ <u>43,875,255</u>	\$ <u>37,356,030</u>

## 4. **Portfolio Investments**

Portfolio investments consist of MFA Money Market funds and MFA BC Fossil Fuel Free bond funds. The MFA Money Mark fund balance at 31, 2020 is \$ 5,475,149 (2019 - \$ 21,308,505). The yield on the funds for 2020 was 0.85% (2019 - 1.86%). The BC Fossil Fuel bond funds balance at December 31, 2020 is \$ 15,084,289 (2019 - nil). The yield on the funds for 2020 was 0.56% (2019 - nil). These investments are recorded at market value which approximates cost. Interest income on investments has been allocated to restricted reserves.

#### 5. Land - Future Hospital Site

The Hospital District Board has purchased land for the site of the new hospital. The proposal has been agreed to by Vancouver Island Health Authority. The cost of the land, plus all costs incurred to hold onto the land until transferred, will comprise part of the CVRHD's 40% future funding commitment for the new hospital as described in Note 13.

#### 6. **Debenture Debt**

All debt is issued through the MFA of British Columbia. The Authority is the borrowing agent for municipalities and regional districts in the Province of British Columbia. All debenture debt issued by the MFA is sinking fund debt. Debt may only be repaid earlier then maturity where the MFA refinances an issue which includes a particular debenture debt issue by the Regional Hospital District.

Issued and outstanding debt including issue numbers, maturity dates and sinking fund balances are listed on Schedule D.

Payments of principal on issued debt of the Hospital District for the next five years are approximately as follows:

2021	2022	2023	2024	2025		Total
\$ 41,271	\$ 41,524	\$ 10,411	\$ 10,676	\$ 10,949	\$ <u>_</u>	<u>114,831</u>

## 7. **Related Party Transactions**

The Cowichan Valley Regional District (CVRD) is related to the Cowichan Valley Regional Hospital District (CVRHD) since the same individuals are members of the board of directors of both organizations.

During the year, management and administrative support services totaling \$60,000 (2019 - \$60,000) were charged to the CVRHD from the CVRD.

# 8. **Major Projects Contribution**

The Hospital District had entered into a Memorandum of Understanding with neighbouring hospital districts and Vancouver Island Health Authority to work collaboratively on coordinating their capital planning for the region. In connection with the Memorandum of Understanding, expenditures are incurred by the Hospital District towards major capital plans. These expenditures are being recorded as an expense for the Hospital District as no approved project is in place, therefore the future benefit is not certain at this time. If a major capital project is approved in the future, it is expected that any past costs incurred will be considered as part of the overall funding requirement.

During 2020 fiscal year the Hospital District incurred \$ 1,611,526 related to capital planning (2019 - \$3,673,975). Cumulative costs to date at December 31, 2020 are \$5,508,783 (2019 - \$3,905,428).

The remaining costs of \$ 3,897,257 relates to the Hospice Bed Facility Project (2019 - \$231,453)

#### 9. **Debt Reserve Fund**

The MFA of British Columbia provides capital financing for Regional Hospital Districts. The Authority is required to establish a Debt Reserve Fund which represents 1% of each Debenture Debt issued. When the Cowichan Valley Regional Hospital District borrows from the Authority 1% is kept by the Authority and put into the fund. The Authority must then use this fund if at any time there are insufficient funds to meet payment on debt obligations.

Upon the maturity of the debt issue, the debt reserve fund plus any interest earned less expenditures for that issue will be discharged to the Cowichan Valley Regional Hospital District. These amounts do not appear in the financial statements and as at December 31, 2020 amounted to \$ 60,762 (2019 - \$ 60,314 ).

	2020	2019
Cash Deposits - Cowichan Valley Regional Hospital District	\$ 22,234	\$ 21,786
Demand Notes - Cowichan Valley Regional Hospital District	 <u>38,528</u>	 38,528
	\$ 60,762	\$ 60,314

#### 10. Accumulated Surplus

The Accumulated Surplus of \$67,380,564 (2019 - \$61,711,820) is made up of the following individual fund equity amounts:

	2020	2019
Revenue Fund Reserve Fund Capital Fund	\$ (4,449,297) 72,036,721 (206,860)	\$ (1,871,910) 63,872,148 (288,418)
Accumulated Surplus	\$ <u>67,380,564</u>	\$ <u>61,711,820</u>

The Revenue Fund includes those transactions which are funded primarily by the annual property tax requisition including debt repayments and capital grant contributions to the Vancouver Island Health Authority.

The Capital Fund includes amounts related to debenture debt raised to finance capital expenditures approved through bylaws adopted by the Regional Hospital District for the purposes of the Vancouver Island Health Authority.

The Reserve Fund includes amounts disbursed or to be disbursed directly to the Vancouver Island Health Authority in accordance with approved capital plans. Also, included are Restricted Reserves to help finance the CVRHD's share of a new hospital.

#### 11. Net Debt

A statement of changes in net debt has not been prepared as the Regional Hospital District does not have any non-financial assets and a reconciliation of Net Debt to Accumulated Surplus (Deficit) does not provide any further meaningful information.

#### 12. Budget Figures

Budget figures represent the Financial Plan Bylaw adopted by the Board on February 26, 2020. The financial plan budgeted for transfer to and from the reserve fund. The following reconciliation of the "Surplus for the year" is provided to show which items must be added and removed to reflect the financial plan.

Annual Deficit (Statement 2)	\$ (3,115,233)
Add: Transfer from Reserves	14,520,000
Less: Debt Principal Repayments Transfer to Reserves	(41,025) <u>(11,363,742</u> )
Surplus, per Cowichan Valley Regional Hospital District Financial Plan Bylaw No. 146	\$

#### 13. Subsequent Events

Subsequent to year end, the Cowichan Valley Regional Hospital District transferred land to Vancouver Island Health Authority for \$3.4M, being the current net book value. The land will be used to build the new Cowichan District Hospital.

The approved cost of the Hospital project are \$887M. The Hospital District will be responsible for funding approximately 40% of this cost. The cumulative expenses incurred by the Hospital District of \$5,495,303 related to the capital planning will be applied towards the overall commitment. The remaining costs will be funded through hospital levies and borrowing.

## Schedule A

# COWICHAN VALLEY REGIONAL HOSPITAL DISTRICT

# SCHEDULE OF REVENUE FUND ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2020 (unaudited)

	Budget	2020	2019
<b>Revenue</b> Tax Requisition Grants Interest and Other Revenue Donations <b>Total Revenue</b>	\$ 12,291,063 - 1,000,000 - - 13,291,063	\$ 12,291,062 8,187 46,518 - 12,345,767	\$ 11,291,065 5,750 137,824 <u>119,615</u> <u>11,554,254</u>
Expenses Debenture Debt Interest Administrative Expenses Major Project Expenditures Total Expenses	26,296 60,000 <u>8,320,000</u> <u>8,406,296</u>	26,127 67,279 <u>5,508,783</u> <u>5,602,189</u>	26,616 60,313 <u>3,905,428</u> <u>3,992,357</u>
Operating Surplus	4,884,767	6,743,578	7,561,897
Transfer to Reserve Fund (Schedule B) Transfer to Restricted Reserve Fund (Schedule B)	8,000,000 11,363,742	1,814,346 11,349,396	1,870,619 9,342,930
Transfer from Reserve Fund (Schedule B) Principal Debt Repayments (Schedule D)	(14,520,000) <u>41,025</u> <u>4,884,767</u>	(3,883,802) <u>41,025</u> <u>9,320,965</u>	- 40,785 11,254,334
Change in Fund Balance	-	(2,577,387)	(3,692,437)
Beginning Fund Balance	<u> </u>	<u>(1,871,910</u> )	1,820,527
Ending Fund Balance	\$	\$ <u>(4,449,297</u> )	\$ <u>(1,871,910</u> )

Schedule B

# COWICHAN VALLEY REGIONAL HOSPITAL DISTRICT

# SCHEDULE OF RESERVE FUND ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2020 (unaudited)

	2020	2019
Fund Balance, Beginning	\$ 63,872,148	\$ 53,108,230
Add: Contribution to Revenue Fund (Schedule A) Interest Earned on Restricted Reserve	13,163,741 735,329	11,213,549 1,082,569
Less: Contributions from Revenue Fund (Schedule A) Grants to District Hospitals (Schedule E)	(3,883,802) <u>(1,850,696</u> )	( <u>1,532,200</u> )
Fund Balance, Ending	\$ <u>72,036,720</u>	\$ <u>63,872,148</u>
Fund balance is composed of: Section 20 Reserve Restricted Reserve	\$ 8,459,953 <u>63,576,767</u>	\$    8,510,649 55,361,499
	\$ <u>72,036,720</u>	\$ <u>63,872,148</u>

# SCHEDULE OF CAPITAL FUND ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2020 (unaudited)

		2020		2019
Fund Balance, Beginning	\$	(288,418)	\$	(366,312)
Principal Debt Repayments (Schedule D) Actuarial Adjustments	_	41,025 40,533	_	40,785 <u>37,109</u>
Fund Balance, Ending	\$	<u>(206,860</u> )	\$	<u>(288,418</u> )

# SCHEDULE OF DEBENTURE DEBT AS AT DECEMBER 31, 2020 (unaudited)

lssue <u>No.</u>	Bylaw <u>No.</u>	Interest <u>Rate</u>	Maturity <u>Date</u>	Authorized and Issued	Regional Dist. <u>Share</u>	<u>Debt P</u> Interest	<u>ayments</u> <u>Principal</u>
78	116	3.380%	2022	2,262,532	905,013	20,363	27,370
78	120	3.380%	2022	330,788	132,315	2,977	4,002
93	120	5.100%	2025	435,523	174,209	2,903	9,653
					1,211,537		
Less principal repayments and actuarial adjustments					(1,004,677)	(116)	
TOTAL				\$ <u>3,028,843</u>	\$ <u>206,860</u> \$	26,127	\$ <u>41,025</u>
TOTAL	DEBT PA	YMENT				\$ <u>67,152</u>	

Schedule E

# COWICHAN VALLEY REGIONAL HOSPITAL DISTRICT

# SCHEDULE OF GRANTS TO HEALTH CARE FACILITIES YEAR ENDED DECEMBER 31, 2020 (unaudited)

	Total		Total
	2019	Grants to health care facilities	2020
Cowichan District	\$ 34,650,587	\$ 1,416,497	\$ 36,067,084
Nanaimo District	674,834	-	674,834
Chemainus	5,915,905	428,291	6,344,195
Ladysmith	2,540,897	5,908	2,546,805
	\$ <u>43,782,223</u>	\$ <u>1,850,696</u>	\$ <u>45,632,918</u>