



ANNUAL REPORT 2022



TOWN OF
COMOX

The Town of Comox respectfully acknowledges that we gather and work on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.

I N T R O D U C T I O N



Council is pleased to present the 2022 Annual Report highlighting the Town's various corporate and financial accomplishments over the past year. This report summarizes the progress and achievements towards the 2022 Strategic Priorities and shares the Town's audited consolidated financial statements.

Town Council is elected at large by residents to service a four-year term and governs in accordance with the powers granted under the Municipal Government Act. Town Council consists of a mayor and six councillors and provides strategic direction to administration through a variety of plans, bylaws, policies, and other government processes. A general local government election was held in October 2022 and the successful

candidates now serve on Council for the next four years, with their term ending in 2026.

Photo: Top middle: Comox Mayor, Nicole Minions

To the mayor's top right - Councillors Ken Grant and bottom Maureen Swift and Steve Blacklock

To the mayor's top left - Councilors Dr. Jonathan Kerr and bottom Jenn Meilleur and Chris Haslett

MAYOR'S MESSAGE



“WHAT AN EXCITING TIME FOR COMOX, AS WE GROW AND MAINTAIN OUR FRIENDLY SMALL-TOWN VIBE. WE ARE LOOKING FORWARD TO ALL THE OPPORTUNITIES COMING OUR WAY OVER THIS FOUR-YEAR TERM.”

Welcome to the Town of Comox 2022 Annual Report. What I enjoy about this publication is the reminder of what our organization accomplished in the year and the team effort in achieving these goals. As your newly elected Mayor and Council, we look forward to advancing key initiatives. We are keen on collaborating with our community to continue to build an amazing, connected, vibrant Comox. Our annual report will be a great tool to see how we advance over the next four years.

Here is a look back at some of the highlights of 2022.

Actioning Strategic Priorities

The strategic priorities document is a tool that the Town Council uses to guide how we will utilize the Town's resources and funding. A few of the key accomplishments from the last year include:

Climate Action Open House – This open house held at the end of June was an opportunity for the community to provide feedback on climate change initiatives and its growing impact on our environment and quality of life in our community. The feedback from this open house was critical in establishing

the Town's strategies related to reducing emissions and managing the risks of climate change.

New Tree Retention Policy – Trees contribute to the Town's visual character and ecosystems. The Town recognized that existing trees and new development compete for space. Since both are crucial to Comox's vitality, the new policy seeks to balance the needs of the two.

Youth Recreation Report – the Town conducted a robust consultation that assessed and provided recommendations for outdoor recreation and park infrastructure for youth 12 – 18 years old. Through this report, Comox Council voted in favour of undertaking public engagement to determine the location and design of a skatepark and bicycle pump track.

Marine Services Building – Through Federal and Provincial grant funding, the Town proceeded to partially demolish and rebuild the Marine Services Building. The final design for the building will include three retail spaces, two universal accessible washrooms and a visitor information kiosk.

Regional Climate Action Initiatives – The Town worked to move forward climate action initiatives through the goals set in the Regional Growth Strategy (RGS). The objectives of the RGS are to minimize regional greenhouse gas emissions and plan for adaptation in the region.

Regional Parks Service – The Town worked to support re-activating a regional parks service in the interest of creating greenway links between municipalities and acquiring large land parcels of regional interest. Parks and trails under a regional service will focus on land for environmental protection or nature-based outdoor recreation.

Support of Coalition to End Homelessness and Habitat for Humanity – The Town continues to support the Poverty Assessment and Reduction Strategy that defines actions that reduce poverty across the region. In 2022, the Town contributed \$40,000 in funding to Habitat for Humanity for local area housing initiatives and supported six affordable housing units on behalf of M'akola Housing Society to the Highstreet property at 695 Aspen.

In the past year, we've seen many changes both inside the organization and the community we serve. Before the October General Municipal Elections, we honoured Mayor Russ Arnott with the highest award, the Freedom of the Town.

It was a privilege and an honour for me and all members of Council 2018 – 2022 to bestow this award to show him our sincere appreciation for his dedication to public service. We were saddened by the passing of our beloved friend and mentor in November; this was a significant loss for our community and the field of public service.

It would be amiss not to recognize all the extraordinary community events and public engagement opportunities that made a positive difference in the lives of those who live, work, and play in our community. From the opening of the new Aspen Grove Child Care Centre, to the energy created by drawing the community back to an in-person Comox Nautical Day celebration, and working to support local charity initiatives such as the Mayor's Golf Tournament and the Comox Valley Telethon for the Child Development Association that raised over \$127,000, we all have reason to celebrate.

With a new Council team with me on this next four-year journey, I'm looking forward to 2023 and the years to come as we face new challenges and opportunities. When I look around our great Town, I see opportunity and citizens who embody the spirit of kindness, generosity, and ingenuity that will propel us to improve community living and positively manage change.

N. Minors



MESSAGE FROM THE CAO



“THE MOST IMPORTANT ASSET ARE OUR PEOPLE, BOTH INSIDE THE ORGANIZATION AND THE PEOPLE WE SERVE. I AM PROUD TO LIVE AND WORK IN THIS COMMUNITY. IT IS TRULY A PRIVILEGE TO LEAD A TEAM WHO ARE COMMITTED TO MAKING THE TOWN EVEN BETTER.”

CHIEF ADMINISTRATIVE OFFICER, JORDAN WALL

On behalf of the Town’s administration, I am pleased to introduce the 2022 Annual Report highlighting many of our accomplishments and providing details on the Town’s financial position. Looking back on the year, it focused on change and adaptation. Through this period, administration remained committed to providing residents with cost-effective and sustainable services and programs that were delivered in alignment with Council’s priorities.

As the new Council establishes a new strategic plan, this annual report represents the final report card on the milestones achieved over the previous Council’s four-year term.

Some of the notable service achievements for the Town of Comox in 2022 include:

- The launch of the Town of Comox new website
- Opening of the new child care centre in Comox
- Youth Recreation Report recommendations
- The Comox Marine Services Building grant through Federal, Provincial and Island Coastal Economic Trust
- Climate change and the environment open house
- Local Government Municipal Election
- Town’s infrastructure projects open house

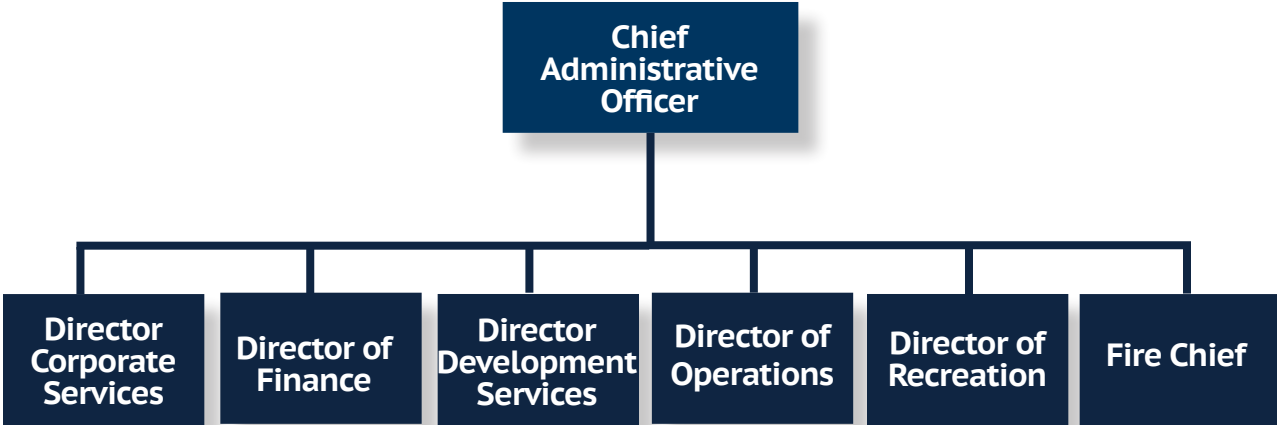
One of the most significant events of 2022 was the loss of our beloved former Mayor, Russ Arnott (2018 – 2022). He was a tireless advocate for our Town and contributed greatly to the success of Comox and the region over the years. His leadership, warmth, respect, and compassion were felt by all who had the opportunity to interact with him. His presence is greatly missed in this community.

The responsibility for the integrity and objectivity of the accompanying financial statements in this report ending December 31, 2022, and all the information contained in these statements rest with the Chief Administrative Officer of the Town of Comox. These financial statements have been prepared by Meyers Norris Penny (MNP) and approved by Council and Administration.

We enter 2023 with the hope of moving our Town progressively forward. Local government is the government closest to the people, and we are committed to keeping our residents and community partners informed and top of mind as we move Council’s strategic plan forward.

Jordan Wall
Chief Administrative Officer

COUNCIL’S STRATEGIC PRIORITIES ARE ORGANIZED BY THE FOLLOWING DEPARTMENTS



The Town’s Strategic Plan guides the work of the Town of Comox and sets its goals and priority actions. It tells the citizens what Council plans to accomplish, in addition to its core services, and sets performance measures and targets for assessing progress over the Council term.



CORPORATE ACCOMPLISHMENTS

ANNOUNCED



- Changes to Comox Valley Economic Development Service contract
- Celebrated Comox Fire Chief Lifetime Achievement Award
- Comox selected for Women in Local Leadership Project
- Adopted the Youth Recreation Report recommendations
- Climate change and the environment open house
- Provincial, Federal and Island Coastal Economic Trust funding for the new Marina Services Building
- New automated curbside collection changes coming in 2024
- Council confers Freedom of the Town of Comox to Mayor Russ Arnott

BEGAN



- Comox Fire Rescue ordered new aerial truck in January
- Public information on the Lazo Road project
- The Comox Marine Services Building grants through Federal, Provincial and Island Coastal Economic Trust
- Subdivision and building permit approval for 156 beds for intermediate care facility and 32 spaces at the former St. Joseph's Hospital site.
- Climate change and the environment open house
- Marine Services Building demolition and rebuild project at Comox Marina Park
- Town explores potential site options for a skate park and pump track

COMPLETED



- Launched the new Town of Comox website
- Hosted a climate change and the environment open house
- Public Information on the Lazo Road Project
- Completed fire safety upgrades to the historic Filberg Lodge
- Climate change and the environment open house
- Opening of a new child care centre in Comox and the creation of 6 affordable housing units in cooperation with BC Housing and M'akola Housing Society
- Regional earthquake exercise
- Installation of the new playground - Elks and Royal Purple Park
- Local government municipal election
- Town's infrastructure open house
- Completion of the Development Application Process Review
- Comox Fire Rescue busiest year, responding to 924 incidents

PHOTO HIGHLIGHTS



STATEMENT OF
FINANCIAL INFORMATION
YEAR ENDING DECEMBER 31, 2022





Consolidated Financial Statements of

Town of Comox

Year Ended December 31, 2022

Town of Comox

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Year Ended December 31, 2022

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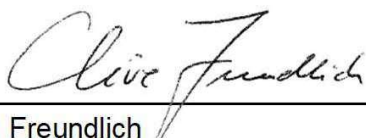
Town of Comox

Management's Responsibility for Financial Reporting

The preparation of information in these Consolidated Financial Statements is the responsibility of management. The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards and are outlined under “Significant Accounting Policies” in the notes to the consolidated financial statements. Management is responsible for the integrity and objectivity of these statements as well as the supplementary statements and schedules.

Management maintains a system of internal accounting 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.

MNP LLP, the Town’s independent auditors, have conducted an examination of the consolidated financial statements in accordance with Canadian auditing standards and have expressed their opinion in a report accompanying this statement.



Clive Freundlich
Director of Finance

To the Mayor and Council of Town of Comox:

Opinion

We have audited the consolidated financial statements of Town of Comox (the "Town"), which comprise the consolidated statement of financial position as at December 31, 2022, and the consolidated statements of operations, accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Town as at December 31, 2022, and the results of its consolidated operations, changes in its 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 Consolidated Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information, consisting of the annual report, which is expected to be made available to us after the date of this auditor's report.

Our opinion on the consolidated financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the consolidated financial statements, our responsibility is to read the other information when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the consolidated financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter with those charged with governance.

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

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town'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 Town or to cease operations, or has no realistic alternative but to do so.

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

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

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

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

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

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

Nanaimo, British Columbia

July 5, 2023

MNP LLP

Chartered Professional Accountants

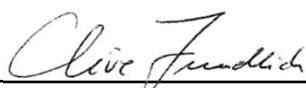
Town of Comox

Consolidated Statement of Financial Position
as at December 31, 2022

	2022	2021
Financial Assets:		
Cash	\$ 10,914,514	\$ 6,944,651
Short-term investments (Note 2c)	37,619,045	41,700,222
Receivables (Note 3)	1,479,547	1,934,291
Land for resale	9,847	9,847
	50,022,953	50,589,011
Financial Liabilities:		
Payables (Note 4)	3,976,779	3,370,741
Deferred revenue (Schedule 2)	1,605,064	1,523,179
Restricted revenue (Schedule 2)	8,049,856	9,816,952
Deposits	3,437,103	4,496,680
Net debenture debt (Note 5)	20,371	64,350
Future payroll obligations (Note 8)	1,131,611	1,173,695
	18,220,784	20,445,597
Net Financial Assets	31,802,169	30,143,414
Non-financial assets:		
Tangible capital assets (Schedule 4)	89,754,706	86,858,945
Supply inventory	280,716	239,163
Prepaid expenses	86,070	36,033
Shares in Courtenay Golf Club Ltd.	8,750	8,750
	90,130,242	87,142,891
Accumulated surplus	\$ 121,932,411	\$ 117,286,305
Accumulated Surplus consists of:		
Accumulated surplus (Note 16)	122,093,344	117,286,305
Accumulated rereasurement loss	(160,933)	-
Accumulated surplus	\$ 121,932,411	\$ 117,286,305

Contingent liabilities (Note 6)

Commitment (Note 18)



Clive Freundlich, Director of Finance, responsible for financial administration.

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

Town of Comox

Consolidated Statement of Operations

Year Ended December 31, 2022

	Budget (Note 15)	2022	2021
Revenue			
Property taxation	\$ 13,165,150	\$ 12,813,373	\$ 12,294,935
Sale of services	9,986,585	11,262,306	11,040,045
Government transfers	6,223,842	3,650,755	1,824,776
Investment income	400,000	925,021	754,654
Development contributions	1,254,500	685,908	741,875
Gain on disposal of tangible capital assets	-	51,332	-
Other	105,000	126,063	113,104
	31,135,077	29,514,758	26,769,389
Expenses			
General government	3,372,274	3,506,695	2,603,389
Protective services	4,343,542	4,145,253	4,091,778
Solid waste management	1,554,530	1,591,869	1,404,944
Affordable Housing	17,490	17,634	-
Development services	829,710	763,926	700,043
Transportation	3,911,293	4,267,171	3,756,710
Parks, recreation, and culture	4,778,507	4,944,143	4,806,970
Marina	312,720	350,981	289,806
Water services	2,897,080	2,515,835	3,004,835
Sewer services	3,313,897	2,604,212	2,973,001
	25,331,043	24,707,719	23,631,476
Annual surplus	5,804,034	4,807,039	3,137,913
Accumulated surplus, beginning of year	117,286,305	117,286,305	114,148,392
Accumulated surplus, end of year	\$ 123,090,339	\$ 122,093,344	\$ 117,286,305

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

Town of Comox

Consolidated Statement of Remeasurement Gains and Losses

Year Ended December 31, 2022

	2022	2021
Accumulated remeasurement losses, beginning of the year	\$ -	\$ -
Unrealized loss attributable to portfolio investments	(160,933)	-
Accumulated remeasurement losses, end of year	\$ (160,933)	\$ -

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

Town of Comox

Consolidated Statement of Change in Net Financial Assets For the Year Ended December 31, 2022

	Budget (Note 15)	2022	2021
Annual surplus	\$ 5,804,034	\$ 4,807,039	\$ 3,137,913
Acquisition of tangible capital assets	(15,098,085)	(6,173,949)	(2,077,686)
Tangible capital assets contributed	-	-	(358,310)
Additions of Capital Assets	(15,098,085)	(6,173,949)	(2,435,996)
Amortization of tangible capital assets	3,300,000	3,278,188	3,288,082
Disposition of tangible capital assets	-	-	1,541
	(5,994,051)	1,911,278	3,991,540
Unrealized (loss) on investments	-	(160,933)	-
(Increase) / decrease in supply inventory	-	(41,553)	3,620
(Increase) / decrease in prepaid expenses	-	(50,037)	86,723
	-	(252,523)	90,343
Increase (decrease) in Net Financial Assets	(5,994,051)	1,658,755	4,081,883
Net Financial Assets at beginning of year	30,143,414	30,143,414	26,061,531
Net Financial Assets at end of year	\$ 24,149,363	\$ 31,802,169	\$ 30,143,414

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

Town of Comox

Consolidated Statement of Cash Flows as at December 31, 2022

	2022	2021
Net inflow (outflow) of cash related to the following activities:		
Operating activities:		
Annual surplus	\$ 4,807,039	\$ 3,137,913
Non-cash items included in operations:		
Contribution from developers	-	(358,310)
Amortization of tangible capital assets	3,278,188	3,288,082
Disposition of tangible capital assets	-	1,541
Actuarial adjustment on debt	(20,754)	(18,884)
Unrealized loss on investments	(160,933)	-
Net changes to financial assets & liabilities through operations:		
Decrease / (increase) in receivables	454,744	(577,601)
Increase / (decrease) in payables	606,038	(66,604)
Increase in deferred revenue	81,885	214,690
(Decrease) / increase in restricted revenue	(1,767,096)	1,078,885
(Increase) / decrease in other deposits	(1,059,577)	1,557,271
(Decrease) / increase in future employee obligations	(42,084)	111,470
(Increase) / decrease in supply inventory	(41,553)	3,620
(Increase) / decrease in prepaid expenses	(50,037)	86,723
	6,085,860	8,458,796
Investing Activities		
Short-term investing	4,081,177	(4,193,759)
Capital Activities		
Acquisition of tangible capital assets	(6,173,949)	(2,077,686)
Financing activities:		
Debenture principal repaid	(23,225)	(23,225)
Increase in cash and cash equivalents	3,969,863	2,164,126
Cash and cash equivalents, beginning of year	6,944,651	4,780,525
Cash and cash equivalents, end of year	\$ 10,914,514	\$ 6,944,651
Supplemental cash flow information		
Interest paid	\$ 21,355	\$ 19,121
Interest received	\$ 925,021	\$ 754,654

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

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

1. PURPOSE

The Town of Comox was incorporated in 1946 to provide municipal services to its residents, and is governed by the Community Charter and the Local Government Act of British Columbia.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) British Columbia Municipalities

It is the policy of the Town to follow accounting principles generally accepted for British Columbia municipalities and to apply such principles consistently. As part of this policy, the resources and operation of the Town are segregated into various funds for accounting and financial reporting purposes, each being treated as a separate entity with responsibility for the stewardship of the assets allocated to it.

The consolidated financial statements are prepared in accordance with recommendations of the Public Sector Accounting Board (PSAB). The consolidated financial statements include the financial position, financial operations, change in net financial assets, and change in cash flows of the one economic entity of the Town of Comox. Inter-fund transactions and fund balances have been eliminated on consolidation.

(b) Investments and Financial Instruments

Investments are held by the Municipal Finance Authority (MFA) in their pooled investment funds which include money market and bond funds. Regional District funds invested with MFA are pooled with other local governments and managed independently by Phillips, Hager & North Ltd. and CIBC Mellon Trust.

Investments are initially recognized at cost and subsequently carried at fair market value. Interest and dividends attributable to investments are reported in the statement of operations.

During 2022, the Town of Comox adopted Public Sector Accounting Board Standard PS 3450 Financial Instruments and Public Sector Accounting Board Standard PS 2600 Foreign Currency Translation. The standards have been adopted prospectively and accordingly there is no adjustment to the opening balances.

Financial instruments are classified into two categories fair value or cost.

- (i) Fair value category: investments quoted in an active market are reflected at fair value as at the reporting date. Sales and purchases of investments are recorded on the trade date.

Transaction costs related to the acquisition of investments are recorded as an expense. Unrealized gains and losses on financial assets are recognized in the Statement of Remeasurement Gains and Losses until such time that the financial asset is derecognized due to disposal or impairment. At the time of derecognition, the related realized gains and losses are recognized in the Statement of Operations and related balances reversed from the Statement of Remeasurement Gains and Losses.

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

- (ii) Cost category: investments not quoted in an active market, financial assets and liabilities are recorded at cost or amortized cost. Gains and losses are recognized in the Statement of Operations when the financial asset is derecognized due to disposal or impairment. Sales and purchases of investments are recorded on the trade date.

Transaction costs related to the acquisition of financial assets are included in the cost of the related instrument.

Financial assets are assessed for impairment on an annual basis. If there is an indicator of impairment, the Town of Comox determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Town of Comox expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial adjusted cost base.

(c) Short-term Investments

Investments are comprised of various investment funds which have fluctuating returns and are carried at the market value, which is equal to the carrying value, and Guaranteed Investment Certificates.

Short-term Investments	2022	2021
Municipal Finance Authority of BC Funds:		
Short-term Bond Fund *	\$ 4,871	\$ 4,880
Intermediate Bond Fund	4,382,983	4,544,178
Money Market Fund	14,224	13,954
* Adjusted for Trust Fund	4,402,078	4,563,012
Guaranteed Investment Certificates		
Scotiabank (30-day Note Plan)	48,760	10,434,210
Coast Capital Savings	21,668,207	17,703,000
Raymond James	11,500,000	9,000,000
Subtotal	33,216,967	37,137,210
	\$ 37,619,045	\$ 41,700,222

(d) Trust Fund

A Town-administered trust fund has been excluded from the consolidated financial statements. The balance in the fund was \$271,945 at December 31, 2022 (\$271,945 in 2021). It was invested in the MFA Short-term Bond Fund in 2022 and 2021.

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(e) Tangible Capital Assets

Tangible capital assets are recorded at cost, net of disposals, write-downs and amortization. Acquisitions exceeding the capitalization thresholds are capitalized. The Town records certain infrastructure assets as one network without breaking down the asset into component parts. Expenditures to replace components of such a network are expensed as incurred. Amortization is calculated straight line over the estimated life of the class of assets. Amortization is not taken until the asset is in use. Repairs and maintenance are not capitalized, but are expensed in the period in which they occur. Betterments which enhance the asset life or capacity are capitalized.

Major Asset Category	Threshold	Estimated Life
Land	\$ 10,000	Indefinite
Land improvements	\$ 10,000	25 years
Buildings	\$ 10,000	50 years
Vehicles, Machinery and Equipment	\$ 10,000	8 to 20 years
Computers and programs	\$ 10,000	5 years
Engineered Structures		
Road surfaces	\$ 10,000	25 years
Road sub-surfaces	\$ 10,000	50 years
Sidewalks	\$ 10,000	50 years
Storm drains surface	\$ 10,000	25 years
Storm drains sub-surface	\$ 10,000	75 years
Water	\$ 10,000	75 years
Sewer	\$ 10,000	75 years
Other surface structures	\$ 10,000	25 years

(f) Future Payroll Obligations

- Earned but unpaid vacation is fully accrued and recorded in the financial statements.
- An accrual is made for expected payments of employee sick leave, payout on retirement, disability or death, and termination pay discounted from expected future values to net present value at year-end.

(g) Inventory

Inventory of supplies is recorded as a non-financial asset and is valued at the lower of cost and net realizable value. Cost is determined by the first-in, first-out method. Net realizable value is the estimated selling price in the ordinary course of business, less estimated costs of completion and selling costs.

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(h) Funds

The financial operations of the Town of Comox are divided into seven funds: General Operating Fund, General Capital Fund, Reserve Fund, Water Operating Fund, Water Capital Fund, Sewer Operating Fund and Sewer Capital Fund. Functionally, the Water and Sewer Funds are used for the services of distribution of potable water and collection and treatment of sanitary sewage respectively. The General Operating Fund is used for all other Town services. Capital Funds (General, Water and Sewer are used to segregate tangible capital assets and related debt). All revenue and expenses for services are recognized in the operating funds. The Reserve Fund is used to segregate capital and other statutory reserves.

(i) Revenue Recognition

Property tax revenues are recognized in the year they are levied. User fees and garbage revenues are recognized when the service is provided. Interest and operating grants are recognized as earned. Grants in lieu of taxes are recorded on an accrual basis when it is possible to reasonably estimate the amounts receivable. User fees, garbage collection and disposal are recognized as revenue on an accrual basis according to rates set in various fees and charges bylaws. Permit fees are recognized once the permit has been approved and the fee collected. Development cost charges are deferred and recognized as revenue in the year an acquisition authorized by bylaw is incurred. Contributed tangible capital assets are recorded at fair market value when the contribution is received.

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when and to the extent the transfer gives rise to an obligation that meets the definition of a liability.

(j) Liability for contaminated sites

A liability for remediation of a contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the Town is either directly responsible or accepts responsibility, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available at December 31, 2022.

At each financial reporting date, the Town reviews the carrying amount of the liability. Any revisions required to the amount previously recognized is accounted for in the period revisions are made. The Town continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made. As at December 31, 2022 the Town has not recorded any liability for contaminated sites as no such sites have been identified.

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(k) Measurement Uncertainty

The preparation of consolidated 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 consolidated financial statements, as well as the reported amounts of revenues and expenses during the reporting period. Significant areas requiring management estimates are the estimated life of tangible capital assets (used to establish amortization), determination of future payroll obligation, collectability of accounts receivable and provisions for contingencies. Actual results may vary from the estimates and adjustments will be reported and reflected in operations as they become known. Liabilities for contaminated sites are estimated based on the best information available regarding potentially contaminated sites that the Town is responsible for.

(l) Accounting standards issued but not yet adopted

In August 2018, the Public Sector Accounting Board issued PS 3280 Asset Retirement Obligations. The new standard establishes how to account for and report a liability for asset retirement obligations (ARO). The main features of this standard are as follows:

- An ARO represents a legal obligation associated with the retirement of a tangible capital asset.
- Asset retirement costs increase the carrying amount of the related tangible capital asset and are expensed in a rational and systematic manner.
- When an asset is no longer in productive use, the associated asset retirement costs are expensed.
- Measurement of the ARO liability should result in the best estimate of the amount required to retire a tangible capital asset at the financial statement date.
- Subsequent measurement of the ARO liability results in either a change in the carrying amount of the related tangible capital asset or an expense. The accounting treatment depends on the nature of the remeasurement and whether the asset remains in productive use.
- The best method to estimate the liability is often a present value technique.

This standard applies to fiscal years beginning on or after April 1, 2022 and the Town is expected to apply it to its December 31, 2023 financial statements.

Town of Comox
Notes to the Consolidated Financial Statements
For the year ended December 31, 2022

3. RECEIVABLES

Receivables are composed of the following amounts:

	2022	2021
Governments	\$ 252,190	\$ 179,619
Other	1,219,498	1,751,549
Total receivables	\$ 1,479,547	\$ 1,934,291

4. PAYABLES

Payables are composed of the following amounts:

	2022	2021
Wages payable	\$ 325,008	\$ 293,926
Governments	2,175,912	2,216,828
Trade & Other	1,475,859	859,987
Total payables	\$ 3,976,779	\$ 3,370,741

Town of Comox
Notes to the Consolidated Financial Statements
For the year ended December 31, 2022

5. DEBENTURES ISSUED FOR THE TOWN

The Town's debenture debt arises from participation in debenture issued by the Municipal Finance Authority (MFA) of B.C. These are sinking-fund type debentures with various terms and interest rates.

The outstanding debt reported is the original amount borrowed less the actuarial value of the sinking fund, including interest. The outstanding debentures at December 31, 2022 are:

Issued / Bylaw #	Purposes of Borrowing	Terms	Interest Rate	Amount Borrowed	Sinking Fund	Net Owing	Debt Reserve	Promissory Note
Apr 2004 B/L #2426	Kye Bay Water & Sewer system	19 yrs	2.40%	\$ 317,250	\$ 296,879	\$ 20,371	\$ 5,639	\$ 9,731
Apr 2008 B/L #1520	Pt. Holmes Water	14 yrs	4.65%	270,000	\$ -	-	-	-
Total at December 31, 2022				\$ 587,250	\$ 296,879	\$ 20,371	\$ 5,639	\$ 9,731
Total at December 31, 2021				\$ 587,250	\$ 522,900	\$ 64,350	\$ 9,481	\$ 20,689

Scheduled payments and net balances for the above issues over the next two years are:

Schedule Annual Payments				Sinking Fund	Net Debt
Year	Principal	Interest	Total	Actuarial Earnings	Outstanding
2023	8,465	6,204	14,669	11,907	-

At the time the debentures were issued, the MFA deposited 1% of the amount borrowed to its Debt Reserve Fund. This is managed by the MFA and used to secure the debenture issue as a whole (see Note 6 Contingent Liabilities). Once the MFA has repaid the debenture issue, the Town is entitled to the proceeds of its share of the Debt Reserve Fund, including accrued interest.

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

6. CONTINGENT LIABILITIES

(a) Regional District Debt

Regional District debt is, under the provisions of the Local Government Act (Section 836), a direct, joint and several liability of the District and each member municipality within the District, including the Town of Comox. Readers are referred to the Comox Valley Regional District 2022 Audited Financial Statements for specific information and detail.

(b) Municipal Finance Authority Debentures

The Town is also contingently liable to the Municipal Finance Authority (MFA) of B.C. for a Debt Reserve Fund, to help secure its participation MFA Debentures (see Note 5). The MFA has the right, if one or more participants in that issue default, to draw upon the Town's share of the Debt Reserve Fund (\$5,639 at December 31, 2022; \$9,481 in 2021), plus Promissory Notes issued by the Town at the time of issue (\$9,731 at December 31, 2022; \$20,689 in 2021).

(c) Comox Fire Department

The Comox Fire Department protects both the Town of Comox and the Comox Rural Fire Protection Improvement District, and so is jointly funded by the Town and the District. In the event that this relationship ended, the Town would have to compensate the District for its share of the equity of Fire Department assets. At December 31, 2022 the District's share of those tangible capital assets (at cost and net book value) were \$1,133,698 and \$442,542 respectively (\$1,074,219 and \$428,135 in 2021) and its share of a Fire Department Capital Reserve was \$485,422 (\$354,735 in 2021).

(d) Claims

At December 31st there existed outstanding claims against the Town. These claims have been referred to legal counsel and to the Town's liability insurers. It is not possible to determine the Town's potential liability, if any, with respect to these matters.

Town of Comox

Notes to the Consolidated Financial Statements
For the year ended December 31, 2022

7. PENSION INFORMATION

The Town of Comox 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, 2021, the plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 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 \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The Town of Comox paid \$519,477 for employer contributions to the plan in fiscal 2022 (\$560,136 in 2021).

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.

8. FUTURE PAYROLL OBLIGATIONS

The Town calculates the value of vacation, sick, severance, and meritorious service accruals to be \$1,131,611 at December 31, 2022 (\$1,173,695 in 2021).

Vacation Accrual is calculated to be \$599,096, at December 31, 2022 (\$624,218 in 2021). Sick, Severance, & Meritorious Service is calculated to be \$532,516 at December 31, 2022 (\$549,477 in 2021). In 2022, an unamortized net actuarial gain of \$187,390 (\$161,165 in 2021) was recognized as a result of an overvaluation from prior years.

Meritorious Service is for Town employees who have worked at least 10 years for the Town and then retire, become permanently disabled, or die receive 2 days pay for each year of service. The reported liability reflects the likelihood that employees will become eligible for this benefit. The calculations were projected into the future with an inflation factor of 2.5% and discounted back at a discount rate of 4.50% (2% and 2.6% respectively in 2021). Employee retirement benefit payments are being funded by an accounting charge on wages paid in the year.

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

9. FINANCIAL RISKS AND CONCENTRATION OF RISK

The Town of Comox is potentially exposed to credit risk, market and interest rate risk, and liquidity risk from the Town's financial instruments. Qualitative and quantitative analysis of the significant risks from the Town's financial instruments is provided below by type of risk.

(a) Credit Risk:

Credit risk primarily arises from the Town's cash, investments and accounts receivable. The risk exposure is limited to their carrying amounts as at the date of the statement of financial position.

Accounts receivable primarily consist of amounts receivable from other government organizations and residents. To reduce the risk, the Town regularly reviews the collectability of its accounts receivable and if needed, will establish an allowance based on its best estimate of potentially uncollectible amounts. As at December 31, 2022, the amount of allowance for uncollectible amounts was nil (2021 - nil). The Town historically has not had difficulty collecting receivables, nor have counterparties defaulted on any payments.

(b) Market and Interest Rate Risk:

Market risk is the risk that changes in market prices and inputs, such as interest rates, will affect the Town's income. The objective of market risk management is to control market risk exposures within acceptable parameters while optimizing the return on risk.

The Town manages market risk by holding cash balances with top rated Canadian Schedule I financial institutions. The investments are managed following the investment policy which is approved by the Town's council. The Town periodically reviews its investments and is satisfied that the portfolio investments are being managed in accordance with the investment policy.

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The Town's investments are disclosed in Note 2 and changes in the fair value of investments have parallel changes in unrealized gains or losses until realized on disposal. The Town's exposure to interest rate risk in relation to debt instruments is limited to long-term debt and short-term financing. The risk applies only to long-term debt when amortization periods exceed the initial locked-in term. Short-term financing is subject to daily floating rates, which can result in variability over the course of short-term financing. Interest rate risk related to debt instruments is managed through budget and cash forecasts.

Interest rates have increased during the year, which primarily affects interest costs of short-term debt, and interest earnings on investments.

(c) Liquidity Risk:

Liquidity risk is the risk that the Town will not be able to meet its financial obligations as they become due. The Town manages liquidity risk by continually monitoring actual and forecasted cash flows from operations, anticipated investing, and financial activities to ensure that its financial obligations are met.

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

10. ENVIRONMENTAL REGULATIONS

The Town makes every reasonable effort to comply with all environmental regulations that apply to its operations. These regulations may require future expenses to meet applicable standards. Amounts required to meet these obligations will be charged to operations when incurred or set aside as future reserves when they can be reasonably estimated.

11. FEDERAL PAYMENTS IN LIEU OF TAX

Although the Town is not economically dependent upon receipt of Federal Payments in Lieu of Tax (PILT), it normally receives 15% of its revenue from taxation from this source of revenue. Were the Government of Canada to halt its PILT, there would be a significant impact on operations that could result in either a reduction in service levels and/or an increase in property tax rates.

12. RESTRICTION ON DEFERRED REVENUE

The Town receives Development Cost Charges from developers. Section 935 of the Local Government Act requires that these funds are deposited to reserves and limits the use of those reserves (including the interest earned on them) to capital costs related to the purpose for which the charge was collected. Section 941 of the Local Government Act similarly limits the use of cash payments received in lieu of the 5% parklands provided at subdivision of land, for acquisitions of parkland. See Schedule 3 for details of deferred revenues.

Town of Comox

Notes to the Consolidated Financial Statements
For the year ended December 31, 2022

13. SEGMENTED INFORMATION

The Town of Comox is a local government that provides a wide range of services to its citizens. For management and reporting purposes the Town's operations are organized and reported by segments. Schedules 5 and 6 (for 2022 and 2021, respectively) of these Financial Statements disclose the Town's revenue and expenses split into the following segments:

General Government – including the activities of Council plus general Town administration, finance, and enforcement of Town bylaws.

Protective Services – including the activities of the RCMP on behalf of Comox, plus the Comox Volunteer Fire Department, building inspection, emergency planning and animal control.

Transportation – including roads, sidewalks, street lighting, traffic control and storm drains.

Solid Waste Management – including collection and disposal of garbage, recyclables and yard waste. The Town does not operate any landfills or transfer facilities.

Development Services – including Town planning and our annual grants to the Downtown Business Improvement Area Association.

Marina – is operation of the Town's marina.

Parks, Recreation, and Culture – including operating the Town's recreation centre and public recreation programs, Town parks and greenways, cultural grants from the Town and events sponsored for the Town, Christmas lighting, and Town buildings used for recreation and cultural activities. The Town is a member of the Vancouver Island Regional Library (VIRL), and owns library space that it rents to VIRL, which operates the Comox library branch.

Water Service – is the distribution of water to Town residents. The Town buys treated bulk water from the Comox Valley Regional District, so the Town neither produces nor treats the water it distributes.

Sanitary Sewer Service – is the collection of sanitary sewage and transmission of the same to the sanitary sewer treatment system operated by the Comox Valley Regional District. The Regional District charges the Town for a share of the costs to operate its system.

Certain allocations are employed in the preparation of segmented financial information. General Property Taxation, Payments in Lieu thereof, and Investment income are not allocated between segments, but are allocated to General Government. Government grants and DCCs used for capital acquisitions are allocated to segments depending on the purpose of the grant. Investment income is allocated to segments depending on the nature of the capital reserves that it has been earned on. Some expenses are allocated to segments based on an estimated use of resources.

The accounting policies used in these segments are consistent with those followed in preparation of the consolidated financial statements as disclosed in Note 2.

There are no inter-segment sales of goods or services.

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

14. COMMUNITY WORKS (FEDERAL GAS TAX) FUNDS

The Town receives transfers of Community Works (federal gas tax) Funds through the Union of BC Municipalities that can be used to fund eligible expenditures.

Continuity of Funds:	2022	2021
Opening balance at start of year	\$ 5,339,909	\$ 4,501,880
Transfers received during year	675,280	1,321,151
Interest on investments	103,371	6,878
Draws to fund eligible projects	(789,158)	(490,000)
Closing balance at end of year	\$ 5,329,402	\$ 5,339,909

These transfers are recorded as conditional grant revenue because they can only be used for eligible expenditures under the terms of a 2014 agreement between the Government of Canada and the Union of BC Municipalities.

15. RECONCILIATION OF 2022 BUDGET

The Town's budget figures come from a five-year Financial Plan adopted May 11, 2022 in accordance with Section 165 of the Community Charter of BC. That section requires that municipalities must set out for each year of their Plan, the proposed expenditures (including debt principal repayments, transfers to reserves, and tangible capital asset acquisitions) and the proposed funding sources for them (including debt issues and transfers from reserves and accumulated surplus). However, for financial reporting purposes the Town follows public sector accounting standards and reports revenues and expenses, so the following adjustments must be made to the budgeted figures to reconcile them to the Town's 2022 Financial Plan:

Reconciliation of 2022 Budget Reported to Financial Plan:	
Net budget for 2022 reported	\$ 5,804,034
Capital acquisitions in Financial Plan	(15,098,085)
Transfers from capital reserves in Financial Plan	11,030,876
Transfers to capital reserves in Financial Plan	(5,013,575)
Debt principal repayments in Financial Plan	(23,250)
Amortization expense	3,300,000
Net of Financial Plan	\$ -

Town of Comox

Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

16. ACCUMULATED SURPLUS

Operating Funds - comprise the principal operating activities of the Town and are separated into General, Water, and Sanitary Sewer Funds.

Capital Funds - used to record the acquisition and disposal of tangible capital assets and related financing and are similarly separated into General, Water and Sanitary Sewer Funds. The General Capital Fund also contains shares in Courtenay Golf Club Ltd. carried at a value of \$8,750.

Reserve Funds - created to hold cash, and investments for specific future requirements. They are comprised of the funds shown in Schedule 2.

Accumulated Surplus	2022	2021
Operating Funds:		
General Operating Fund	\$ 5,168,417	\$ 6,489,168
Water Operating Fund	2,140,072	1,468,107
Sanitary Sewer Operating Fund	4,067,185	3,158,944
	<u>11,375,674</u>	<u>11,116,219</u>
Capital Funds:		
General Capital Fund	73,393,402	70,103,917
Water Capital Fund	8,530,457	8,704,208
Sanitary Sewer Capital Fund	7,819,226	7,995,219
	<u>89,743,085</u>	<u>86,803,344</u>
Reserve Funds (Schedule 2)	20,974,585	19,366,742
	<u>\$ 122,093,344</u>	<u>\$ 117,286,305</u>

17. COVID SAFE RESTART FUNDS

COVID-19 Safe Restart funding is provided by the Province of British Columbia. COVID-19 Safe Restart funding may be used towards designated categories that address the impacts of COVID-19. Eligible costs will include:

- addressing revenue shortfalls;
- facility reopening and operating costs;
- emergency planning and protective services;
- computer and other electronic technology costs (to improve interconnectivity and virtual communications);
- services for vulnerable persons (eg., persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities); and
- other related costs.

Revenues under the COVID-19 Safe Restart program have been recognized when allocated to the Municipality. The Municipality continues to track the unspent amounts in the COVID-19 Safe Restart Reserve. The continuity of this fund is presented in the table below:

COVID-19 Safe Restart Reserve	2022	2021
Opening balance of unspent funds	\$ 1,070,158	\$ 2,067,000
Add: Interest on investments	20,716	3,158
Less: Revenue shortfall - recreation	(280,351)	(438,664)
COVID related expenses	(810,523)	(561,336)
Closing balance, unspent funds	\$ -	\$ 1,070,158

18. COMMITMENT

The Town of Comox has an agreement with Emterra Environmental for garbage, recycling and yard waste collection that is valid until December 31, 2023.

Service is provided by Emterra weekly to the residents in the Town of Comox and costs are expensed monthly. Contracted cost estimate for 2023 is \$1,004,171.

19. COMPARATIVE FIGURES

Comparative figures have been reclassified to confirm to current year's presentation.

Town of Comox

Schedule of Continuity of Reserve Funds
Year ended December 31, 2022

Schedule 1
(unaudited)

	2022	2021
Opening Balance of Reserve Funds	\$ 19,366,742	\$ 17,091,329
Contributions to funds from operations	4,808,446	4,650,000
Interest earned on funds	374,906	26,110
Withdrawals from funds for capital acquisitions	(3,575,509)	(2,400,697)
Closing balance of Reserve Funds	\$ 20,974,585	\$ 19,366,742

Represented by the following financial assets:

Cash and short-term investments	\$ 20,974,585	\$ 19,366,742
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Including the following Reserve Funds:

Federal Gas Tax (Community Works) Funds (Note 14)	\$ 5,329,402	\$ 5,339,909
COVID-19 Safe Restart reserve (Note 17)	-	1,070,158
Capital Works Reserve	3,848,110	3,268,197
Equipment Replacement Reserve	858,150	479,514
Municipal Marina Reserve	531,238	423,049
Water Utility Reserve	2,847,974	2,100,798
Sewer Enterprise Reserve	5,480,297	4,961,449
Lancaster Sewer Lift Station Capital Reserve	82,808	81,236
Point Holmes Sewer Lift Station Capital Reserve	54,611	53,574
Recreation Centre Capital Reserve	6,009	5,894
Waterfront Walkway Reserve	348	342
Affordable Housing Reserve	187,845	184,278
Public Safety Reserve	219,132	92,345
Fire Department Capital Reserve - Town Share	1,043,239	951,264
	20,489,163	19,012,007
Fire Department Capital Reserve CFPID share (Note 6c)	485,422	354,735
	\$ 20,974,585	\$ 19,366,742

Town of Comox
 Schedule of Deferred and Restricted Revenue Continuity
 Year ended December 31, 2022

Schedule 2

	2021 Balance	Receipts	Interest	Refunded	Recognized as Revenue	2022 Balance
Deferred Revenue						
Prepaid property taxes	\$ 1,051,361	1,062,540	9,094	-	1,051,361	\$ 1,071,634
Parcel Tax Commutation, Kye Bay	7,662	-	-	-	-	7,662
Prepaid General Fees						
Prepaid Storm Drainage Development Works Payment	605	5,706	-	6,198	12,396	113
Prepaid marina fees						
Prepaid dog tags						
Prepaid business licer						
Prepaid environmental mitigation (\$7,670)						
General Unearned Income	113,880	111,190	-	-	125,709	99,361
General Unearned Income - 2nd account	-	-	-	-	-	-
Prepaid General Fees	114,485	116,896	-	6,198	138,105	99,474
Prepaid Recreation	349,671	2,547,282	-	-	2,470,659	426,294
Total Deferred Revenue	1,523,179	3,726,718	9,094	6,198	3,660,125	1,605,064
Restricted Revenue						
Development Charges:						
Open Space Development Cost Charges	3,713,768	125,261	-	-	-	3,839,029
Water Development Cost Charges	925,107	-	-	-	-	925,107
Major Road Development Cost Charges	1,315,064	183,636	-	(36,807)	255,907	1,205,986
Storm Drain Development Cost Charges	407,229	-	-	-	-	407,229
Sanitary Sewer Development Cost Charges	435,084	54,724	-	-	-	489,808
Other Restricted Revenue	6,796,252	363,621	-	(36,807)	255,907	6,867,159
5% Payment in Lieu of Parks Dedication	268,856	-	-	-	-	268,856
Developer Payments in Lieu of Parking	31,775	-	-	-	-	31,775
Developer Contribution for Public Amenities	10,084	-	-	-	-	10,084
Developer Payments for Affordable Housing	599,293	-	-	-	430,000	169,293
Provincial Government, Climate Action	-	135,082	-	-	-	135,082
Provincial Government, Child Care Spaces	1,110,692	36,787	-	-	1,147,479	-
Provincial Government, Marine Services Building	1,000,000	-	-	-	432,393	567,607
Total Restricted Revenue	9,816,952	535,490	-	(36,807)	2,265,779	8,049,856

Town of Comox

Continuity of Equity in Tangible Capital Assets

Year ended December 31, 2022

Schedule 3

	2022	2021
Opening balance of equity in Tangible Capital Assets	86,803,345	87,614,863
Changes in Capital Assets		
Acquisitions of tangible capital assets	6,173,949	2,077,686
Tangible capital assets contributed	-	358,310
Additions of Capital Assets	6,173,949	2,435,996
Write-offs of assets replaced (at NBV)	-	(1,541)
Amortization expense	(3,278,188)	(3,288,082)
Changes in related liabilities		
Principal payment on debenture (to sinking fund)	23,225	23,225
Actuarial earnings on debenture sinking fund	20,754	18,884
Closing Balance of Equity in Tangible Capital Assets	\$ 89,743,085	\$ 86,803,345

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Represented by the following:

Tangible capital assets at net book value (Schedule 4)		
Capital assets at cost	\$ 148,981,583	\$ 142,939,030
Less accumulated amortization	(59,226,877)	(56,080,085)
Tangible capital assets at net book value	89,754,706	86,858,945
Net debenture debt (Note 5)	(20,371)	(64,350)
Shares in Courtenay Golf Club Ltd.	8,750	8,750
	\$ 89,743,085	\$ 86,803,345

Town of Comox
Schedule of Tangible Capital Assets
Year ended December 31, 2022

Schedule 4

	Land	Land Improvements	Buildings	Equipment	Transportation	Storm Drain	Water Service	Sewer Service	Work in Progress	Totals	
Cost										2022	2021
Opening costs	9,138,380	5,001,825	19,438,816	9,365,420	49,717,950	23,652,295	14,075,334	12,176,596	372,414	142,939,030	140,503,034
Additions during the year	-	117,268	1,824,281	590,601	761,656	-	49,919	-	2,830,224	6,173,949	2,435,996
Add/(Less): Assets put to use	-	12,856	31,831	-	-	-	2,000	-	(46,687)	-	-
Disposals and write downs	-	-	-	(131,396)	-	-	-	-	-	(131,396)	-
Closing costs	9,138,380	5,131,949	21,294,928	9,824,625	50,479,606	23,652,295	14,127,253	12,176,596	3,155,951	148,981,583	142,939,030
Accumulated Amortization											
Opening accum'd amortization	-	2,647,751	5,321,501	5,501,120	25,329,407	7,645,076	5,271,214	4,364,016	-	56,080,085	52,790,462
Amortization	-	169,418	423,167	621,654	1,323,966	328,680	233,222	178,081	-	3,278,188	3,288,082
Accum Amort Adj for Disp/WD	-	-	-	(131,396)	-	-	-	-	-	(131,396)	1,541
Closing accum'd amortization	-	2,817,169	5,744,668	5,991,378	26,653,373	7,973,756	5,504,436	4,542,097	-	59,226,877	56,080,085
Net Book Value of Tangible Capital Assets	9,138,380	2,314,780	15,550,260	3,833,247	23,826,233	15,678,539	8,622,817	7,634,499	3,155,951	89,754,706	86,858,945

Town of Comox
Schedule of Operations by Segment
Year ended December 31, 2022

Schedule 5

	General Government	Protective Services	Waste Disposal	Affordable Housing	Development Services	Transportation	Parks, Recreation & Culture	Marina	Water	Sanitary Sewer	Total All Segments	2022 Budget
Revenue												
Taxation	\$ 11,894,370	\$ -	\$ -	\$ -	\$ 73,008	\$ 4,239	\$ -	\$ -	\$ 439,556	\$ 402,200	\$ 12,813,373	\$ 13,165,150
Sale of Services	197,771	808,301	1,857,250	-	116,324	39,317	1,570,392	442,186	3,106,607	3,124,158	11,262,306	9,986,585
Government Transfers	1,954,355	80,519	-	1,147,479	-	-	468,402	-	-	-	3,650,755	6,223,842
Investment Income	550,115	47,786	-	3,567	-	175,920	121	8,189	40,668	98,655	925,021	400,000
Development Contributions	-	-	-	-	-	359,594	326,314	-	-	-	685,908	1,254,500
Gain (loss) on Disposals	3,450	-	-	-	-	47,500	382	-	-	-	51,332	-
Other	113,441	11,036	-	-	-	-	1,586	-	-	-	126,063	105,000
	14,713,502	947,642	1,857,250	1,151,046	189,332	626,570	2,367,197	450,375	3,586,831	3,625,013	29,514,758	31,135,077
Expenses												
Employees	1,802,339	1,465,095	-	-	641,250	1,250,188	2,763,904	71,552	211,275	64,407	8,270,010	8,223,942
Materials	79,911	158,381	126	-	2,243	297,336	413,925	13,547	2,014,383	18,730	2,998,582	3,036,142
Services	1,375,146	2,378,726	1,591,743	-	120,433	701,709	1,394,873	185,826	48,134	2,342,594	10,139,584	10,743,719
Interest	12,534	-	-	-	-	-	-	-	8,821	-	21,355	27,240
Amortization	236,765	143,051	-	17,634	-	2,017,938	371,441	80,056	233,222	178,081	3,278,188	3,300,000
	3,506,695	4,145,253	1,591,869	17,634	763,926	4,267,171	4,944,143	350,981	2,515,835	2,604,212	24,707,719	25,331,043
Surplus (deficit) for the year	\$ 11,206,807	\$ (3,197,611)	\$ 265,381	\$ 1,133,412	\$ (574,594)	\$ (3,640,601)	\$ (2,576,946)	\$ 99,394	\$ 1,070,996	\$ 1,020,801	\$ 4,807,039	\$ 5,804,034

Year ended December 31, 2021

Schedule 6

	General Government	Protective Services	Waste Disposal	Affordable Housing	Development Services	Transportation	Parks, Recreation & Culture	Marina	Water	Sanitary Sewer	Total All Segments	2021 Budget
Revenue												
Property taxation	\$ 11,415,653	\$ -	\$ -	\$ -	\$ 73,008	\$ 4,713	\$ -	\$ -	\$ 401,746	\$ 399,815	\$ 12,294,935	\$ 12,138,242
Sale of services	202,434	1,406,981	1,789,233	-	161,005	14,472	1,214,187	430,886	2,945,365	2,875,682	11,040,045	9,642,152
Government transfers	1,055,516	22,392	-	-	15,000	675,280	56,588	-	-	-	1,824,776	4,713,951
Investment income	716,605	1,652	-	-	1,165	22,462	9	798	4,141	7,822	754,654	400,000
Development contributions	-	-	-	-	-	488,901	-	-	237,582	15,392	741,875	714,375
Gain (loss) on disposal of assets	-	-	-	-	-	-	-	-	-	-	-	-
Other	80,770	32,334	-	-	-	-	-	-	-	-	113,104	72,300
	13,470,978	1,463,359	1,789,233	-	250,178	1,205,828	1,270,784	431,484	3,588,834	3,298,711	26,769,389	27,681,020
Expenses												
Employees	1,791,209	1,641,088	-	-	560,936	1,314,955	2,634,462	82,359	199,654	87,388	8,312,051	8,052,547
Materials	65,142	257,569	22,106	-	1,660	295,171	361,229	13,926	1,988,625	22,548	3,027,976	3,000,092
Services	540,599	2,035,532	1,382,838	-	137,447	256,651	1,271,515	150,214	526,329	2,683,121	8,984,246	9,745,248
Interest	4,863	-	-	-	-	-	-	-	12,331	1,927	19,121	27,240
Amortization	201,576	157,589	-	-	-	1,889,933	539,764	43,307	277,896	178,017	3,288,082	3,250,000
	2,603,389	4,091,778	1,404,944	-	700,043	3,756,710	4,806,970	289,806	3,004,835	2,973,001	23,631,476	24,075,127
Surplus (deficit) for the year	\$ 10,867,589	\$ (2,628,419)	\$ 384,289	\$ -	\$ (449,865)	\$ (2,550,882)	\$ (3,536,186)	\$ 141,678	\$ 583,999	\$ 325,710	\$ 3,137,913	\$ 3,605,893



ANNUAL REPORT



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