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DISTRICT OF LANTZVILLE

FINANCIAL STATEMENTS

DECEMBER 31, 2004

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Management's Responsibility

To the Mayor and Council of District of Lantzville:

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian generally accepted accounting principles. 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 consolidated 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 consolidated financial statements.

The Mayor and Council are composed entirely of persons who are neither management nor employees of the District. The Mayor and Council are responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial statements. The Mayor and Council fulfil these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Mayor and Council are also responsible for recommending the appointment of the District's external auditors.

Meyers Norris Penny LLP, an independent firm of Chartered Accountants, is appointed by the Mayor and Council to audit the consolidated financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with both the Mayor and Council and management to discuss their audit findings.

March 10, 2005

Ian Howat, Chief Administrative Officer



AUDITORS' REPORT

To the Mayor and Council District of Lantzville

We have audited the consolidated statement of financial position of the District of Lantzville as at December 31, 2004 and the consolidated statements of financial activities, changes in financial position, changes in operating fund balances, changes in capital fund balances and changes in reserve fund balances for the year then ended. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the District as at December 31, 2004 and the results of its financial activities and the changes in its financial position for the year then ended in accordance with Canadian Generally Accepted Accounting Principles.

Nanaimo, B.C.

March 10, 2005





DISTRICT OF LANTZVILLE CONSOLIDATED STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2004

	Dece	ember 31, 2004	<u>De</u>	ecember 31, 2003
FINANCIAL ASSETS				
Cash and cash equivalents (note 3)	\$	2,963,993	\$	2,667,147
Accounts receivable (note 4)		486,329		383,569
Investment in Lantzville Woodlot Corporation (note 5)		263,1 76		272,445
		3,713,498		3,323,161
LIABILITIES				
Accounts payable and accrued liabilities (note 6)		287,686		61,358
Restricted revenue (note 7)		30,013		29,425
Long term debt (note 8)		88,263		1 67 ,868
		405,962		258,651
NET FINANCIAL ASSETS		3,307,536		3,064,510
NON-FINANCIAL ASSETS Physical assets (note 9)		6,780,555		5,821,547
	\$	10,088,091	\$	8,886,057
FUND DALANCES (note 2/a)				
FUND BALANCES (note 2(a)) Operating		1,305,397	\$	1,408,670
Capital		-		4 000 700
Reserve (note 10)		2,090,402		1,823,709 3,232,379
FOURTY IN DUVOICAL ACCETS (3,395,799 6,692,292		5,653,678
EQUITY IN PHYSICAL ASSETS (note 11)		0,032,232_		0,000,070
	\$	10,088,091	\$	8,886,057

APPROVED:

DISTRICT OF LANTZVILLE CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2004

		he year ended mber 31, 2004	2004 Budget	fro	six month period n June 26 to mber 31, 2003
REVENUE Taxes (Schedule 1) Revenue from own sources Interest Provincial transfers Transfers from the Lantzville Improvement District	5	1,406,672 329,736 61,866 609,602	\$ 1,398,975 288,075 24,000 685,900	\$	414,549 193,378 39,012 1,046,149
Surplus Assumption of long-term debt Other					7,717,974 239,666 2,236
		2,407,876	2,396,950		9,652,964
EXPENDITURES					
General government services		531,560	974,760		237,673
Legislative		74,643	83,000		40,063
Protective services		501,211	578,385		74,827
Interest on long-tem debt		18,255	18,300		13,032
Environmental health		125,928	128,200		60,056
Parks & recreation		17,097	39,600		19,767
Planning		74,291	125,000		
Street lighting		44,362	48,500		23,511
Public works		116,601	148,000		311
Water		643,294	787,725		94,053
Sewer		7,749	8,700		
Share in loss incurred by Lanizville Woodlot Corporation		9,859			
Physical assets transferred from Lantzville Improvement District					6,044,495
		2,164,850	 2,940,170		6,607,788
EXCESS OF REVENUE OVER EXPENDITURES Transfer of land to Lantzville Woodlot Corporation (note 5)		243,026	(543,220)		3,045,176 259,000
Principal repaid		(79,606)	(79,600)		(71,797)
INCREASE IN CONSOLIDATED FUND BALANCES		163,420	(622,820)		3,232,379
CONSOLIDATED FUND BALANCES, BEGINNING OF PERIOD		3,232,379	3,232,379		
CONSOLIDATED FUND BALANCES, END OF PERIOD	\$	3,395,799	\$ 2,609,559	\$	3,232,379

DISTRICT OF LANTZVILLE CONSOLIDATED STATEMENT OF CHANGES IN FINANCIAL POSITION FOR THE YEAR ENDED DECEMBER 31, 2004

	For the year ended December 31, 2004	For the six month period from June 26 to December 31, 2003
OPERATING ACTIVITIES		
Excess of Revenues Over Expenditures	\$243,026	\$3,045, 176
Changes in non-cash financial assets Increase in accounts receivable Decrease (increase) in Investment in Lantzville Woodlot Corporation Increase in restricted revenue	(102,760) 9,269 588	(383,570) (272,445) 29,425
Increase in accounts payable	226,329	61,358
	133,426	(565,232)
	376,452	2,479,944_
FINANCING ACTIVITIES Provision of land for Lantzville Woodlot Corporation		259,000
Decrease in debt	(79,606)	(71,797)
	(79,606)	187,203
INCREASE IN CASH AND CASH EQUIVALENTS	296,846	2,667,147
CASH AND CASH EQUIVALENTS, beginning	2,667,147	
CASH AND CASH EQUIVALENTS, ending	\$ 2,963,993	\$ 2,667,147

DISTRICT OF LANTZVILLE CONSOLIDATED STATEMENT OF CHANGES IN OPERATING FUND BALANCES FOR THE YEAR ENDED DECEMBER 31, 2004

DEVENUE.		lhe year ended ember 31, 2004		2004 <u>Budget</u>	fre	e six month period om June 26 to ember 31, 2003
REVENUE	\$	1,406,672	\$	1,398,975	\$	414,549
Taxes (Schedule 1)	Ф	329,736	Ψ	288,075	Ψ	193,378
Revenue from own sources Interest		25,448		24,000		22,957
Provincial transfers		609,602		685,900		1,046,149
Transfer from the Lantzville Improvement District		000,002		000,000		866,191
Other						2,236
		2,371,458		2,396,950		2,545,460
		2,011,400		2,000,000		2,0 .0, .00
EXPENDITURES						005.455
General government services		505,650		573,760		225,125
Legislative		74,643		83,000		40,063
Protective services		130,935		153,960		59,477
Interest on long-tem debt		18,255		18,300		13,032
Environmental health		125,928		128,200		60,056 10,284
Parks & recreation		17,097		39,600		10,204
Planning		74,291 88,974		125,000 99,900		
Public works		44,362		48,500		23,511
Street lighting		7,749		8,700		311
Sewer		108,099		161,425		72,711
Water Share in loss incurred by Lantzville Woodlot Corporation		9,859		101,420		1-47
		1,205,842		1,440,345		504,570
EXCESS OF REVENUE OVER EXPENDITURES		1,165,616		956,605		2,040,890
Transfer from capital fund						259,000
Transfers to capital		(959,008)		(1,499,825)		(58,723)
Transfers from reserves		3,825		190,750		
Transfers to reserves		(234,100)		(511,655)		(760,700)
Principal repaid		(79,606)		(79,600)		(71,797)
(DECREASE) INCREASE IN CONSOLIDATED FUND BALANCI	_ ,	(103,273)		(943,725)		1,408,670
CONSOLIDATED FUND BALANCES, BEGINNING OF PERIOD	•	1,408,670		1,408,670		
CONSOLIDATED FUND BALANCES, END OF PERIOD	\$	1,305,397	\$	464,945	\$	1,408,670

DISTRICT OF LANTZVILLE CONSOLIDATED STATEMENT OF CHANGES IN CAPITAL FUND BALANCES FOR THE YEAR ENDED DECEMBER 31, 2004

	ne year ended mber 31, 2004	<u>I</u>	2004 Budget	ſror	six month period in June 26 to inber 31, 2003
REVENUE ALLOCATED TO CAPITAL FUND Transfer from the Lantzville Improvement District Assumption of long-term debt of Lantzville Improvement District INTERNAL TRANSFERS				\$	5,804,829 239,666
From revenue funds	\$ 959,008	\$	1,499,825		58,723
	959,008		1,499,825		6,103,218
EXPENDITURES					
General government services	25,910		401,000		12,548
Legislative Protective services	370,276		424,425		15,350
Environmental health Parks & recreation					9,483
Public Works	27,627		48,100		
Street lighting Sewer					
Water Transfer of physical assets from the Lantzville Improvement District Less: land transferred to Lantzville Woodlot Corporation	535,195		626,300		21,342 6,044,495 (259,000)
	959,008		1,499,825		5,844,218
INCREASE IN CONSOLIDATED FUND BALANCES Transfer to operating fund	_		-		259,000 (259,000)
CONSOLIDATED FUND BALANCES, BEGINNING OF PERIOD	-		-		
CONSOLIDATED FUND BALANCES, END OF PERIOD	\$ 	\$		\$	-

DISTRICT OF LANTZVILLE CONSOLIDATED STATEMENT OF CHANGES IN RESERVE FUND BALANCES FOR THE YEAR ENDED DECEMBER 31, 2004

	he year ended mber 31, 2004	2004 Budgel	fr	e six month period orn June 26 to cember 31, 2003
CHANGES IN RESERVE FUND BALANCES Transfer from the Lantzville Improvement District Transfers from operating funds Interest earned Transfers to operating funds	\$ 234,100 36,418 (3,825)	\$ 511,655 (190,750)	\$	1,046,954 760,700 16,055
INCREASE IN CONSOLIDATED FUND BALANCES CONSOLIDATED FUND BALANCES, BEGINNING OF PERIOD	 266,693 1,823,709	 320,905 1,823,709		1,823,709
CONSOLIDATED FUND BALANCES, END OF PERIOD	\$ 2,090,402	\$ 2,144,614	\$	1,823,709

1. INCORPORATION OF THE DISTRICT OF LANTZVILLE

The District of Lantzville is a municipality that was incorporated on June 25, 2003 pursuant to the issue of letters patent dated April 3, 2003. All of the assets, liabilities and operations of the Lantzville Improvement District and the Sunset Beach Improvement District were transferred to the District of Lantzville effective midnight June 25, 2003, as required by the Order of the Lieutenant Governor in Council of the Province of British Columbia dated April 3, 2003. These improvement districts were subsequently dissolved.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of presentation

The District of Lantzville, (the District), follows accounting principles generally accepted for British Columbia municipalities. The financial statements have been prepared using guidelines issued by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

The financial resources and operations of the District have been consolidated for financial statement purposes and include the accounts of all of the funds of the District, the General, Water, Sewer, Capital and Reserve Funds.

Operating Funds – These funds comprise the principal operating activities of the District and include the sewer and water utilities. As at December 31, 2004, the fund balances were as follows:

	<u>2004</u>	<u>2003</u>
General fund	\$ 798,007	\$1,083,430
Water fund	506,443	324,219
Sewer fund	<u>947</u>	1,021
Total	\$1,305,397	<u>\$1,408,670</u>

<u>Capital Funds</u> – These funds are used to acquire capital assets. The fund balances represent the differences between the cost of capital assets acquired and the funding which has been obtained. During 2003 and 2004 all capital asset acquisitions were fully funded. Accordingly, the December 31, 2004 and December 31, 2003 balances of the capital funds relating to the General, Sewer and Water Funds were zero.

Reserve Funds — These funds have been created to hold assets for specific future requirements. They are comprised of the funds shown in Note 10.

(b) Government business enterprises

Government business enterprises are accounted for by the modified equity method.

(c) Revenue recognition

Tax revenues are recognized in the year that they are levied. Operating grants are recognized when they are earned. Capital grants are recognized when the related expenditure is incurred and when collection is reasonably assured. Water fees are recognized when the commodity has been received by the customer. Parkland acquisition amounts are deferred and then recognized as revenue in the year that an expenditure authorized by by-law is incurred. Interest and penalties are recognized when earned.

(d) Physical assets

Physical assets purchased or constructed are reported as capital expenditures and are classified according to their functional use. Physical assets that are donated are reported at fair market value

at the time of donation. Amortization is not recorded and the District follows a policy of appropriating surplus for major asset replacements and improvements.

(e) Financial instruments

The District's financial instruments consist of cash and cash equivalents, accounts receivable, Investment in Lantzville Woodlot Corporation, accounts payable and accrued liabilities and long term debt. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest, credit or currency risks arising from these financial instruments.

(f) Use of estimates

Preparation of financial statements in accordance with accounting principles generally accepted for municipalities requires management to make estimates based upon assumptions. These estimates and assumptions affect the amounts of assets and liabilities reported or disclosed as at the date of the financial statements and the reported amount of revenues and expenditures during the period. Significant areas requiring the use of management estimates relate to the collectibility of accounts receivable, accruals for expected employee compensated absences, deferred charges and provisions for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in operations in the period of settlement.

(g) Employee Benefits

The District recognizes expenses relating to employee benefits in the period in which the employees render services in return for the benefits, including compensated employee absences that accumulate but do not vest. Absences due to employee illness are paid when an injury or illness occurs, but entitlement to such compensation arises as employees render service. Entitlement to compensated absence due to illness or injury is measured as the expected future utilization of this benefit. An obligation of \$13,900 for the expected value of compensation for employee illness is reflected as at December 31, 2004.

3. CASH AND CASH EQUIVALENTS

Cash balances include amounts designated for specific future purposes (note 10).

	<u>December 31</u> <u>2004</u>	<u>December 31</u> <u>2003</u>
Cash available for current operations Cash designated for asset replacement	\$ 873,591 <u>2,090,402</u> \$2,963,993	\$ 843,438 <u>1,823,709</u> \$2,667,147

Cash deposited at the Coastal Community Credit Union earns interest at the rate of prime minus 2%. Cash deposited at the Municipal Finance Authority (\$1,008,291 as at December 31, 2004 and nil as at December 31, 2003) is invested in the MFABC Money Market Fund, whose market value is equal to its cost.

4. ACCOUNTS RECEIVABLE

Accounts receivable comprise the following as at December 31:

	<u>2004</u>	<u>2003</u>
Other governments Taxes User fees and other	\$358,781 70,746 	\$295,033 24,361
	<u>\$486,329</u>	<u>\$383,569</u>

5. INVESTMENT IN THE LANTZVILLE WOODLOT CORPORATION

In 2003, the Ministry of Forests invited applications to manage Woodlot Licence No. W1475, relating to Crown forestland within the District. In order to qualify, a woodlot licence applicant must be a corporation and must contribute private land.

To qualify as an applicant for this woodlot licence, the District purchased all of the outstanding shares of 596321 B.C. Ltd. (the Lantzville Woodlot Corporation). The District transferred ownership of land costing \$259,000 (with a fair market value of \$266,500 at the time of transfer), Lot A, District Lot 44, Wellington Land District, to the Lantzville Woodlot Corporation.

To apply for this woodlot licence on a joint basis, the Lantzville Woodlot Corporation formed a partnership with Nanoose First Nation pursuant to an agreement dated December 10, 2003. Under the terms of this partnership agreement, each partner has an equal interest in the assets and operations of the partnership. (The partnership is a separate legal entity from the Lantzville Woodlot Corporation. Accordingly, the Lantzville Woodlot Corporation retains an undivided interest in its own assets and operations.) During 2004, the partnership was inactive pending the Ministry of Forests decision to award the woodlot contract.

In a letter dated January 5, 2005, the Ministry of Forests notified the District that its woodlot application was not successful. As a result, the partnership will be dissolved in 2005 and the land held by the Lantzville Woodlot Corporation will be transferred back to the District of Lantzville. Land transfer costs and costs related to the woodlot application totaling \$10,859 have been written off in 2004 as they will not be of benefit to future years.

The assets and liabilities of the Lantzville Woodlot Corporation as at December 31, 2004 include:

	2004	<u>2003</u>
Land Other assets Total assets Due to the District of Lantzville	\$266,500 4,176 270,676 280,535	\$269,980 <u>9,965</u> 279,945 279,944
Net (liability) / equity Difference between market value	(9,859)	1
And cost of land Investment in Lantzville Woodlot Corporation	(7,500) \$263,176	(7,500) \$272,445
Revenue Expenses Net loss	\$ 1,000 \$ 10,859 (\$ 9,859)	Nil Nil
District share of loss	\$ 9,859	

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable comprise the following as at December 31:

	<u>2004</u>	<u>2003</u>
General	\$100,709	\$51,294
Water quality and storage Infrastructure project (note 9 (a))	163,467	
Salaries, wages and benefits	23,510	10,064
	<u>\$287,686</u>	<u>\$61,358</u>

7. RESTRICTED REVENUE

Upon incorporation, the Regional District of Nanaimo transferred funds to the District that must be used to acquire parkland. The funds arose in the past as District property-owners paid cash in lieu of dedicating parkland, as required by legislation for subdividing their property. As a municipality, the District is responsible for managing parks within its jurisdiction and accordingly received the related funds.

8. LONG TERM DEBT

In accordance with the provisions of Bylaw 156, on December 11, 1985 the Lantzville Improvement District issued a debenture to the Province of British Columbia to finance the construction of a new fire hall and the purchase of a new fire engine. The District assumed this liability upon incorporation on June 25, 2003. The debenture incurs interest at the rate of 10.875% and is payable in annual installments of \$97,861 including principal and interest. The final installment is due on December 11, 2005 and comprises principal in the amount of \$88,263 and interest in the amount of \$9,598. The debenture is secured by a pledge of the fee collecting and taxation powers of the District.

9. PHYSICAL ASSETS

General fund	<u>December 31,</u> <u>2003</u>	Additions	Retirement/ Transfers	<u>December</u> 31, 2004
Land	\$1,211,900			\$1,211,900
Buildings	1,103,700	\$14,096		1,117,796
Equipment	663,403	409,717		1,073,1 20
Ефартоп	2,979,003	423,813		3,402,816
Sewer fund	45,600			45,600
Water fund	\$74,913			
Land	φ/ 4 ,513			\$74,913
Equipment Engineering	21,885			21,885
structures	2,691,157			2,691,157
Work in progress (a)	8,989	535,195		544,184
	2.706.044	525 105		\$3,332,139
	2,796,944	535, 195		φυ,υυΖ, 109
Total all funds	\$5,821,547	\$959,008		\$6,780,555

(a) In 2003, the District applied for funding assistance under the Canada / British Columbia Infrastructure Program relating to a \$1,967,000 water quality upgrade project for the District's water storage and distribution system. In a letter dated September 26, 2003, Canada / British Columbia Infrastructure Program officials notified the District that the application had been approved at a maximum federal/provincial contribution of \$1,298,830, conditional on the completion of an environmental due diligence assessment. The environmental assessment was completed in June 2004. In accordance with the terms of an agreement between the District of Lantzville and the Ministry of Community, Aboriginal and Women's Services, the project is due for completion in March 2006. As of December 31, 2004 engineering, planning and construction costs expended for this project totaled \$544,184 (\$8,989 – 2003).

10. RESERVE FUND BALANCES

Constal fund	<u>December 31,</u> <u>2003</u>	Contributions	Interest	Recoveries	<u>December 31,</u> 2004
General fund Asset	\$205,001	\$4,900	\$4,098		\$213,999
replacement Fire truck	27,611	40.400	552		28,163
Park development	119,842	13,400	2,396		135,638
Capital works	444,700	202,700	8 ,890		656,290
·	797,154	221,000	15,936		1,034,090
Sewer fund	3,800		36	(3,825)	11
Water fund					
Asset replacement	59,450	13,100	1,188		73,738
Waterworks	963,305		19,258		982,563
	1,022, 755	13,100	20,446		1,056,301
Total	\$1,823,709	\$234,100	\$36,418	(\$3,825)	\$2,090,402

11. EQUITY IN PHYSICAL ASSETS

Equity in physical assets represents the total physical assets less long-term debt assumed to acquire those assets. The change in equity in physical assets during the year ended December 31, 2004 is as follows:

	<u>2004</u>	<u>2003</u>
Balance at beginning of period Equity in physical assets transferred	\$5,653,678	
from the Lantzville Improvement District		\$5,804,829
Add: Capital expenditures	959,008	58,723
Reduction in long term debt	79,606	71,797
Less: Transfers/retirement of assets		<u>(281,671)</u>
Equity in physical assets, December 31	<u>\$6,692,292</u>	<u>\$5,653,678</u>

12. EXPENDITURES BY OBJECT:

	<u>2004</u>	<u>Budget</u>	For the six month period from June 26 to December 31, 2003
Salaries, wages and benefits (note 2 (g))	\$462,467	\$458,750	\$177,299
Physical assets	959,008	1,499,825	58,723
Debt servicing	18,256	18,300	13,032
Operating goods and services	715,260	963,295	314,239
Lantzville Woodlot Corporation	9,859		
Physical assets transferred			6,044,495
from the Lantzville			
Improvement District		_	
Consolidated total	\$2,164,850	\$2,940,170	\$6,607, 788

13. COMMITMENTS AND CONTINGENCIES

Pension liability

The District and its employees contribute to the Municipal Pension Plan (the plan), a jointly trusteed pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The plan has about 130,000 active members and approximately 45,000 retired members. Active members include approximately 29,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The most recent valuation as at December 31, 2003 indicated an unfunded liability of \$789 million for basic pension benefits. The next valuation will be as at December 31, 2006 with results available in 2007. The actuary does not attribute portions of the unfunded liability to individual employers. The District of Lantzville paid \$18,730 for employer contributions to the plan in fiscal 2004 (\$9,545 for the six month period from June 26 to December 31, 2003).

DISTRICT OF LANTZVILLE TAX REVENUES FOR THE YEAR ENDED DECEMBER 31, 2004

Taxation revenue consists of amounts raised less remittance of taxes levied for other governments:

	For the year ended December 31, 2004	2004 <u>Budgel</u>	For the six month period from June 26 to December 31, 2003
General municipal purposes Utility taxes Vancouver Island Regional Library Parcel taxes	\$1,052,501 22,347 108,909 331,821	\$1,063,500 10,600 108,906 324,875	414,549
Collections for other governments: School district Regional hospital district Regional district BCAA and MFA	1,674,804 132,616 427,375 41,951	1,674,804 132,616 427,375 41,951	
	3,792,324	3,784,627	414,549
Remittance of taxes levied for other government School district Regional hospital district Regional district BCAA and MFA Vancouver Island Regional Library	ents: 1,674,804 132,616 427,375 41,951 108,906	1,674,804 132,616 427,375 41,951 108,906	
	\$ 1,406,672	1,398,975	\$ 414,549