



VILLAGE OF LYTTON

PO Box 100, 380 Main Street, Lytton, BC V0K 1Z0

Village of Lytton Annual Report 2013



VILLAGE OF LYTTON

PO Box 100, 380 Main Street, Lytton, BC V0K 1Z0

Village of Lytton Mayor's Report 2013

Village of Lytton
Annual Report
June 25, 2013

MAYORS MESSAGE

This annual report outlines the finances and activities of the year 2012, for the Village of Lytton. As directed under the Community Charter, every municipality publishes this report each year at the end of June. The report presents the year's audited financial statements; activities and operations are outlined and objectives for the 12/13 year detailed.

For a third consecutive year we experienced a good snowpack, a relatively cool spring and Lytton Creek flowed to the Fraser River till mid August. As a result there were no water restrictions and we did not require the downtown well to be brought on line.

The construction of two new reservoirs was completed and brought on line in summer 2012. Project management team, Focus, tendered the construction and interconnection of two new reservoirs. BA Site Services was the selected contractor. Lytton First Nations contributed 30% of the project costs and this enables us to proceed with Phase 2 of the project. The Green Municipal Fund reviewed its commitment to the project and when presented with a slow sand filtration option to improve water quality, confirmed its funding in early 2012. In this current year, we anticipate having design completed for the Slow Sand Filtration component with construction in 2014.

Increased costs since the water project proposal was first developed necessitate that we break the project down into several phases. We will continue to seek funding for the development of the downtown wells and watershed protection and collection improvements.

Over the last four years we have been fortunate to receive funding for fuel management. Employing local workers and reducing the risk of fire fuel, this has been of great benefit to our community. In 2010, a Community Wildfire Protection Plan was completed and work was begun. That program showed great success and we were awarded additional funds that took us into the spring of 2011. Once again we applied for and were awarded monies for further work that took place in the fall of 2011 and into the early part of 2012. Additional funding has been approved for future work in 2013.

The Volunteer Fire Department membership size, training costs and in particular, First Responder equipment, jurisdiction and operational costs continue to be a concern. A meeting in the fall of 2012, with a wide scope of agencies discussed the ongoing issues regarding this service. While the service was viewed as important and desired, no outside financial assistance could be identified. As a result the Village reluctantly reduced the response area of 1st responders and road rescue.

A new deck was built for the Caboose in the fall of 2012 and roof replacement will be done later this year. Sidewalk repairs are also planned to fix various locations throughout the Village that are in need of repair. It is a long term plan to replace major sections over the coming few years.

Many of the services our citizens enjoy are kept operational through the efforts of community volunteers. The Museum, Info Centre, Recreation Commission, gardens and planters, seasonal events and our community pool are supported by these valuable members. We will continue to support their efforts wherever possible. As a small token of our appreciation, council holds a Volunteer Dinner each April.

Municipal elections were held in the fall of 2011 and in our Village, the Mayor and council were all acclaimed, and sworn in, in early December. The TNRD organized a George Cuff workshop on governance, for all the members in the region, and council and some staff attended.

The new council held a strategic planning session in January to review past works and to set goals for their term. A mission statement and action plan was developed.

"The Village of Lytton Council's Mission is to encourage and support a healthy and vibrant rural community based on sound fiscal management, with respect for the environment and in collaboration with our surrounding communities."

In the February 2012, two of us attended the third Bright New Days conference at LFN.

The area association, SILGA (Southern Interior Local Government Association) was held in Revelstoke at the end of April and most of council attended.

The notice of retirement from our CAO in fall 2011, required posting and hiring of a new CAO. Mr. Bob Lafleur started with the Village as Chief Administrative and Corporate Officer in April 2012. A Council planning session produced a priority list for the next three years. In the fall, committees were formed to gather input on Housing, Economic Development and the Firehall.

School District 74 has declining enrollment and decisions in the coming year may direct the closure of one of the facilities. The old hospital is still vacant. Possible uses for these buildings need to be explored and resources found for repurposing.

The WWTP continues to provide challenges in its operations. The capacity has not met expectations and structural concerns indicate that future expenses should be anticipated.

The Village Council signed the Climate Charter in 2009 and the commitment to reduce our carbon footprint will be part of the consideration in any capital improvements that are made. As power costs continue to rise, we will need to be innovative in finding ways to reduce our energy demands.

Our one doctor continues to provide care to the community with the help of several locums who visit when he is unavailable and a dedicated staff who avidly search for doctors. We need to continue our search for an additional permanent doctor to locate in our Village.

An important objective of the Council is to improve and promote healthy living and quality of life for citizens of all ages. Interest has been expressed in developing Hobo Hollow for a bike park and if resources can be found, this project will proceed. The community pool is assisted in its operation through community fund raising and provides instructional and recreational activities throughout the summer.

Thank you to all for assisting us in our efforts to build a better community.

VILLAGE OF LYTTON

COUNCIL 3 YEAR PLAN IN PRIORITY (2012-2014)

adopted April 23, 2012 - updated February 17, 2013

Council priorities	Date Initiated	Completion Date	Action Required	By whom	Current Status
1. Water System And Water Plan (reservoir and filtration, wells)	2011	2013	Confirm funding and decide if a design build should be let. Consider well and have IHA report to Council.	Council/Admin	Reservoirs complete, sand filter issue is now a priority.
2. Sidewalks	2013	2014	Funding of \$14,000 to repair risk identified portions of sidewalks	CAO/Staff	Establish Meetings
3. Official Community Plan Review	2013	2014	Housing, Multi-Use Bldg, Downtown Revitalization, & Eco Dev Reports finalized in March, Open House recommendations for OCP	CAO	Establish Timeline
4. Shovel Ready Projects	2012	2014	Engineering Reports funded by UBCM study grants	Council/CAO	New Initiative
5. Marketing of Lytton	2013	2014	Report recommendations to Council before March	EDC Committee	Establish Meetings
6. Sub Regional Government First Nations	ongoing	ongoing	Committee formed including stake holders - establish agenda, meet, minutes, action	Council/Mayor	Renewed - having trouble getting group together. Try

			to Council		again in January/Feb.
7. Administrative Improvements		2013	Establish new criteria for filing, reporting and accounting	CAO/CFO/ and staff	Progressing, more to be done with filing and reporting
8. Policy Review	2012	2013	To be added to each agenda for review until completed	CAO and staff	Progressing
9. Water Review Rates/Metres	2013	2013	To be added to each agenda for review until completed	CAO	Progressing



VILLAGE OF LYTTON

PO Box 100, 380 Main Street, Lytton, BC V0K 1Z0

Village of Lytton Audited Financial Statements 2013

The Corporation of the Village of Lytton
Consolidated Financial Statements
December 31, 2012

The Corporation of the Village of Lytton

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December 31, 2012

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Management's Responsibility

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 public sector accounting standards. 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 the consolidated financial statements.

The Mayor and Council are composed entirely of Councilors who are neither management nor employees of the Village. The Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Council fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Council is also responsible for recommending the appointment of the Village's external auditors.

MNP LLP, an independent firm of Chartered Accountants, is appointed by the 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 and separately with, both the Council and management to discuss their audit findings.

Chief Financial Officer

Independent Auditors' Report

To the Council of the Corporation of the Village of Lytton:

We have audited the accompanying consolidated financial statements of the Corporation of the Village of Lytton, which comprise the consolidated statement of financial position as at December 31, 2012, and the consolidated statements of operations, change in net financial assets, cash flows and the related schedules for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

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

Auditors' Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

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

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Corporation of the Village of Lytton as at December 31, 2012 and the results of its operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Hope, British Columbia
May 13, 2013

MNP LLP

Chartered Accountants

MNP

The Corporation of the Village of Lytton

Consolidated Statement of Financial Position

December 31, 2012

	2012	2011 (Note 18)
Financial assets		
Cash and short-term investments (Note 4)	648,032	957,976
Accounts receivable (Note 5)	813,691	366,935
	1,461,723	1,324,911
Financial liabilities		
Accounts payable and accrued charges (Note 5)	135,319	269,722
Deferred revenue (Note 6)	751,800	551,356
Capital lease obligation (Note 7)	25,752	46,957
Long-term debt (Note 8)	199,958	213,363
	1,112,829	1,081,398
Net financial assets	348,894	243,513
Non-financial assets		
Tangible capital assets (Note 9)	3,484,610	3,220,758
Prepaid expenses	5,959	6,065
	3,490,569	3,226,823
Accumulated surplus (Note 10)	3,839,463	3,470,336

Contingent liability (Note 13)

Commitments (Note 14)

Approved by:

Mayor

Administrator

The Corporation of the Village of Lytton

Consolidated Statement of Operations

December 31, 2012

	2012 Budget	2012 Actual	2011 Actual
Revenue			(Note 18)
Municipal taxation and grants-in-lieu of taxes	344,450	343,193	326,128
Sale of services	252,600	259,117	252,712
Revenue from own sources	82,015	87,661	98,156
Transfers from other governments	380,730	845,040	477,711
	1,059,795	1,535,011	1,154,707
Expenses (Note 12)			
General administration and legislative services	466,097	407,087	400,080
Protective services	58,310	197,640	142,731
Public works and transportation services	217,082	199,900	449,315
Environmental development services	37,604	71,266	42,898
Recreation and cultural services	74,550	59,938	72,916
Utilities	172,072	117,107	146,155
Loss (gain) on disposal of assets	-	(6,000)	5,260
Amortization	-	118,946	108,323
	1,025,715	1,165,884	1,367,678
Excess (deficiency) of revenue over expenses	34,080	369,127	(212,971)
Accumulated surplus, beginning of year	3,470,336	3,470,336	3,683,307
Accumulated surplus, end of year	3,504,416	3,839,463	3,470,336

The Corporation of the Village of Lytton

Consolidated Statement of Change in Net Financial Assets
December 31, 2012

	2012	2011
		(Note 18)
Excess (deficiency) of revenue over expenses	369,127	(212,971)
Acquisition of tangible capital assets	(392,798)	(651,104)
Amortization of tangible capital assets	118,946	108,323
Disposal of tangible capital assets	(6,000)	5,260
Proceeds of disposal of tangible capital assets	16,000	4,740
Use of prepaid expenses	106	5,726
Increase (decrease) in net financial assets	105,381	(740,026)
Net financial assets, beginning of year	243,513	983,539
Net financial assets, end of year	348,894	243,513

The Corporation of the Village of Lytton

Consolidated Statement of Cash Flows

December 31, 2012

	2012	2011
		(Note 18)
Operating activities:		
Excess (deficiency) of revenue over expenses	369,127	(212,971)
Amortization	118,946	108,323
Net change in non-cash working capital balances related to operations:		
Accounts receivable	(446,756)	(70,437)
Prepaid expenses	106	5,726
Accounts payable and accrued charges	(134,403)	187,697
Deferred revenue	200,444	286,323
	107,464	304,661
Investing activities:		
Purchase of tangible capital assets	(392,798)	(651,104)
Loss on disposal of tangible capital assets	(6,000)	5,260
Proceeds on disposal of tangible capital assets	16,000	4,740
	(382,798)	(641,104)
Financing activities:		
Principal reduction in long-term debt	(13,405)	(12,766)
Repayment of capital lease obligation	(21,205)	(21,235)
	(34,610)	(34,001)
Decrease in cash and short-term investments during the year	(309,944)	(370,444)
Cash and short-term investments, beginning of year	957,976	1,328,420
Cash and short-term investments, end of year	648,032	957,976
Cash and short-term investments consists of:		
Cash	621,598	926,042
Restricted cash (Note 4)	26,434	31,934
	648,032	957,976
Supplementary cash flow information		
Interest paid	14,588	18,542

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

1. Operations

The Corporation of the Village of Lytton (the "Village") was incorporated on May 3, 1945 under the Municipal Act, a former statute of the Province of British Columbia. Its principle activities include the provision of local government services to the residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water, sewer and fiscal services.

2. Significant accounting policies

The consolidated financial statements of the Village are based on the representations of management prepared in accordance with accounting standards established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted are as follows:

a) Fund accounting -

The consolidated financial statements include the following funds used for accounting purposes:

Operating fund: The operating fund reflects the financial activities associated with the provision of general municipal and utility services during the year.

Capital fund: The capital fund reflects the financial activities associated with the acquisition, construction and funding of tangible capital assets.

Reserve fund: The reserve fund reflects appropriations of surplus authorized by Village Council to be set aside for the funding of future operating or capital expenditures.

These funds have been segregated into the functions of general operations, sewer and water.

b) Tangible capital assets -

Tangible capital assets are initially recorded at cost based on historical accounting records. Amortization is provided using the straight line method at rates intended to amortize the cost of assets over their estimated useful lives.

Whenever events or changes in circumstances indicate that an asset, or group of assets, no longer has any long-term service potential to the Village, the excess of its net carrying amount over any residual value is recognized as an expense in the statement of operations.

Asset	Rate	
Engineering structures	50 - 100	Years
Buildings	20 - 60	Years
Machinery and equipment	3 - 30	Years
Sewer system and equipment	30 - 75	Years
Water system and equipment	5 - 75	Years

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

2. Significant accounting policies (continued)

c) Leases -

A lease that transfers substantially all of the benefits and risks of ownership is classified as a capital lease. At the inception of a capital lease, an asset and a payment obligation is recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair market value. All other leases are accounted for as operating leases and rental payments are expensed as incurred.

d) Reserves -

Reserves represent amounts set aside for specific or future expenditures. Statutory reserves require the passing of a by-law before funds can be expended. Reserve accounts require an approved council budget and resolution.

e) Principles of consolidation -

The consolidated financial statements include the operating, capital and reserve funds of the Village. Interfund balances and transactions have been eliminated.

f) Revenue recognition -

Revenues for taxation and services are accounted for in the period in which the transactions or events occurred that give rise to the revenues.

Government transfers are recognized as revenues in the period that the event giving rise to the transfer occurred, providing the transfers are authorized, the municipality has met any eligibility criteria and reasonable estimates for the amounts can be made.

g) Measurement uncertainty -

The preparation of financial statements in conformity with Canadian general accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in earnings in the periods in which they become known.

h) Recent accounting pronouncements -

Tax revenues (PS 3510)

In February 2010, the Public Sector Accounting Board (PSAB) issued PS 3510 Tax Revenue to provide guidance on how to account for and report tax revenue in the Village's financial statements. This section establishes recognition, measurement, presentation and disclosure requirements for tax revenue. PS 3510 is effective for fiscal years beginning on or after April 1, 2012. The Village has not yet determined the effect of the new section on its consolidated financial statements.

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

2. Significant accounting policies (continued)

h) Recent accounting pronouncements (continued) -

Government transfers (PS 3410)

In March 2011, the Public Sector Accounting Board replaced and revised existing section PS 3410 Government Transfers with a newly amended section PS 3410. Newly issued PS 3410 establishes standards on how to account for and report government transfers to individuals, organizations and other governments from both a transferring government and a recipient government perspective. This section permits a recipient government to recognize government transfers as revenue when the transfer is authorized by the transferring government, unless the transfer creates a liability for the recipient. A liability is created as a result of the recipient government not yet meeting eligibility criteria or the existence of stipulations in the transfer agreement. When a government transfer results in recognition of a liability, revenue is recognized by a recipient government as the liability is settled. A transferring government recognizes an expense when the transfer is authorized and the recipient has met all eligibility criteria.

Newly revised and issued PS 3410 may be applied prospectively or retroactively and is effective for fiscal years beginning on or after April 1, 2012; however, earlier adoption is encouraged. PS 3410 will be applied prospectively, but the Village has not yet determined the effect of the newly issued section on its consolidated financial statements.

Financial instruments (PS 3450)

In June 2011, the Public Sector Accounting Board (PSAB) issued PS 3450 Financial Instruments to establish standards for recognition, measurement, presentation and disclosure of financial assets, financial liabilities and non-financial derivatives. As a result of issuance of PS 3450, there have been numerous consequential amendments made to other Sections. PS 3450 is effective for fiscal years beginning on or after April 1, 2015. Earlier adoption is permitted. The PSAB plans to review application of this Section by governments by December 31, 2013.

PS 3450 is applied prospectively in the fiscal year of initial adoption; therefore, financial statements of prior periods, including comparative information, are not restated. The Village has not yet determined the effect of these new standards on its consolidated financial statements.

3. Municipal Finance Authority debt reserve

The Municipal Finance Authority (MFA) requires a cash contribution of 1% of the face value of debt when issued. Upon the MFA's administration of the debt, 1% was charged on the gross balance transferred from the Province of B.C. The MFA debt reserve earns interest income and is used to pay the expense of the debt issue. Any remaining balance will be returned to the Village at the maturity of the underlying debt issue.

The debt reserves are contingent in nature and are not reflected in the statement of financial position for the Village. Details of the cash deposits and demand notes for the year are as follows:

	2012	2011
Cash Deposits	4,253	4,128
Demand Notes	8,699	8,699
	12,952	12,827

The Corporation of the Village of Lytton

Notes to the Financial Statements
December 31, 2012

4. Cash

Included in cash balance are funds held on deposit for organizations who are independent of the Village of Lytton. These groups include the Hospital Coalition, the Lytton Museum and Archive, and The Kamloops Foundation. These amounts are held by the Village in trust as the groups have no separate bank accounts of their own. The total of the funds held in trust are \$26,434 (\$31,934).

5. Federal government payables and receivables

Accounts receivable, and accounts payable and accrued charges include amounts payable and receivable from the federal government relating to the following accounts:

	2012	2011
Accounts receivable		
GST/HST receivable	179,100	119,889
Accounts payable		
GST/HST payable	5,938	3,104
Payroll remittances	4,573	19
	10,511	3,123

6. Deferred revenue

Included in deferred revenue is gas tax funding provided by the Government of Canada. The use of the funding is established by a funding agreement between the Municipality and the Union of British Columbia Municipalities. Gas tax funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements.

At December 31, 2012, the amount of gas tax funding included in deferred revenue is \$387,025 (2011 - \$325,857).

	2012	2011
Balance, beginning of year	551,356	265,033
Deferred revenues received during the year	364,775	225,500
Deferred revenues recognized during the year	(225,500)	-
Gas tax payments received during the year	59,473	59,473
Gas tax interest earned	1,696	1,350
Balance, end of year	751,800	551,356

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

7. Capital lease obligation

	2012	2011
Municipal Finance Authority – Fire truck lease, bearing interest at 5.0%, with blended monthly payments of principal and interest totaling \$1,830, secured by the leased asset, maturity February, 2014	25,752	46,957

The Village is committed to the lease of a 1996 Freightliner Model FL80

Future minimum lease payments related to the obligations under capital

2013	21,966
2014	4,821
	26,787
Less: imputed interest	1,035
	25,752

8. Long-term debt

	2012	2011
Sewer Fund Debentures - Debenture debt at varying rates of interest, calculated semi-annually, payable in semi-annual instalments of \$7,163, due April 3 and \$16,135, due October 3, secured by sinking fund assets with the final instalment scheduled for October 3, 2023	199,958	213,363

Sinking fund assets secure the debenture debt. The approximate principal payments due and actuarial adjustments expected on the long-term debt in each of the next five years are as follows:

	Principal Payments	Actuarial Adjustments	Total
2013	9,073	5,002	14,075
2014	9,073	5,706	14,779
2015	9,073	6,445	15,518
2016	9,073	7,221	16,294
2017	9,073	8,035	17,108
Thereafter	54,435	67,749	122,184
	99,800	100,158	199,958

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

9. Tangible capital assets

					2012
	Cost	Additions	Disposals	Accumulated amortization	Net book value
Engineering Structures	958,960	-	-	(315,903)	643,057
Buildings	96,131	-	-	(68,497)	27,634
Machinery and Equipment	581,437	147,080	(54,250)	(304,192)	370,075
Land	75,641	-	-	-	75,641
Sewer	1,284,966	-	-	(362,452)	922,514
Water	1,624,245	245,718	-	(424,274)	1,445,689
	4,621,380	392,798	(54,250)	(1,475,318)	3,484,610

					2011
	Cost	Additions	Disposals	Accumulated amortization	Net book value
Engineering Structures	958,960	-	-	(300,507)	658,453
Buildings	96,131	-	-	(67,117)	29,014
Machinery and Equipment	604,764	4,673	(28,000)	(313,028)	268,409
Land	55,641	20,000	-	-	75,641
Sewer	1,284,966	-	-	(328,829)	956,137
Water	997,814	626,431	-	(391,141)	1,233,104
	3,998,276	651,104	(28,000)	(1,400,622)	3,220,758

Amortization expense of \$118,946 (2011 - \$108,323) was recorded.

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

10. Accumulated surplus

Accumulated surplus consists of individual fund surpluses

	2012	2011
		(Note 18)
Surpluses		
General	213,083	129,482
Sewer	(53,688)	(53,688)
Water	(227,728)	(411,886)
Investment in tangible capital assets	3,258,899	2,960,438
	3,190,566	2,624,346
Statutory reserves and trust accounts		
Capital works	240,030	386,722
General	27,457	27,457
	267,487	414,179
Reserve for future expenditures		
Downtown revitalization	11,115	11,115
Economic development	8,365	9,365
Engineering, design and planning	11,506	11,506
Firehall	280,000	280,000
Raft take out	69,346	72,151
Search and Rescue	1,078	1,078
Water infrastructure	-	46,596
	381,410	431,811
	3,839,463	3,470,336

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

11. Capital disclosures

For its own purposes, the Council defines capital as the sum of net assets invested in capital assets and general operating surplus. The Council is not subject to externally imposed requirements on capital. The Council's objectives when managing capital are to match generally the structure of its capital to the underlying nature and term of the assets being financed and to hold sufficient unrestricted net assets to enable it to withstand negative unexpected financial events in order to maintain stability in the financial structure.

12. Expense by object

	2012	2011
Insurance	23,712	27,231
Interest	14,588	18,542
Office and administration	412,976	603,629
Repairs and maintenance	99,142	136,411
Salaries and benefits	502,520	468,282
Amortization	118,946	108,323
Loss (gain) on disposal of assets	(6,000)	5,260
	1,165,884	1,367,678
Capital expenditures	392,798	651,104
	1,558,682	2,018,782

13. Contingent liability

Debts of the Thompson-Nicola Regional District (TNRD) are, under provisions of the British Columbia Community Charter, a direct, joint and several liability of the District and each member municipality within the TNRD, including the Corporation of the Village of Lytton.

14. Commitments

a) Lease commitment

The Village is committed to the lease of its office space. The terms of the lease call for monthly payments of \$2,343. The term of the lease will expire on December 31, 2015. At the end of the lease the Village has a verbal agreement to either purchase the property at fair market value or renew for another 5 year term at the market rate for a property of this type.

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

14. Commitments (continued)

b) Pension liability

The municipality and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 176,000 active members and approximately 67,000 retired members. Active members include approximately 35,000 contributors from local government.

The most recent actuarial valuation as at December 31, 2009 indicated a \$1,024 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2012, with results available in 2013. Defined contribution plan accounting is applied to the Plan as the Plan exposes the participating entities to actuarial risks associated with the current and former employees of other entities, with the result that there is no consistent and reliable basis for allocating the obligation, Plan assets and costs to individual entities participating in the Plan.

The Village paid \$28,721 for employer contributions to the Plan in fiscal 2012.

15. Perpetual Cemetery Care Trust

The Village operates a cemetery in accordance with the Cemetery and Funeral Services Act. The Village is required to maintain a trust fund which is not included in these financial statements.

	2012	2011
Balance, beginning of year	12,294	12,181
Interest earned	142	113
Balance, end of year	12,436	12,294

16. Financial instruments

The Village's financial instruments consist of cash and short-term investments, accounts receivable, accounts payable, capital leases obligations, and long-term debt. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest, currency or credit risks arising from these financial instruments.

The fair values of cash and short-term investments approximate their carrying values, unless otherwise noted.

Accounts receivable, accounts payable, capital lease obligations and long-term debt information is provided elsewhere in the financial statements to allow the assessment of the fair values of these financial instruments.

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

17. Budget figures

Budget figures shown represent the Annual Budget By-law adopted by Council May 14, 2012.

18. Correction of a prior error

In prior years, the cumulative amount of Federal Gas Tax Grant funds received was recorded as part of the reserve for future expenditure. In the current year, this presentation was changed to include the funds as deferred revenue. This change was applied retroactively to the comparative 2011 year end.

The effect of this change resulted in the following changes for the 2011 balances:

	Prior to change	As corrected	Change
Statement of Financial Position			
Deferred revenue	225,500	551,356	325,856
Accumulated surplus	3,796,192	3,470,336	(325,856)
Statement of Operations			
Transfers from other governments	537,184	477,711	(59,473)
Revenue from own sources	99,506	98,156	(1,350)
Deficiency of revenue over expenses	(152,148)	(212,971)	(60,823)
Statement of Net Debt			
Decrease in net financial assets	(152,148)	(212,971)	(60,823)
Net financial assets, end of year	569,369	243,513	(325,856)
Statement of Cash Flows			
Increase in net financial assets	225,500	286,323	60,823
Note 7 (current year note 10)			
Reserve for future expenditure	757,667	431,811	(325,856)

19. Segmented information

The Village is a diversified municipal government institution that provides a wide range of services to its citizens. For management reporting purposes, the local government's operations and activities are organized and reported by service areas. Services areas were created for the purpose of recording specific activities to attain certain objectives in accordance with Council policies and the District's bylaws. The service areas are as follows:

General Administration and Legislative Services

General Administration and Legislative services include activities associated with Mayor and Council administration, bylaw review and adoption, financial management, and information systems, insurance and corporate services, including human resources.

The Corporation of the Village of Lytton

Notes to the Financial Statements

December 31, 2012

19. Segmented information (continued)

Protective Services

Protective services include activities associated with community safety. These services include fire protection, bylaw enforcement and emergency services.

Public Works and Transportation Services

Public Works and Transportation services include activities associated with roads and drainage networks. Services include traffic services, street lighting, public works administration, fleet operations, raft take out costs, winter maintenance, and maintenance and improvements to roads, waste and garbage service, and sidewalks.

Environmental Development Services

Environmental Development services include all activities associated with website design, economic development, grant applications, building inspections, and road closures.

Recreation and Culture Services

Recreation and Cultural services include all activities associated with operations of parks, recreation and cultural services. Activities also include cemetery operations, caboose operations, Recreation and Cultural services include all activities associated with operations of parks, recreation and cultural services. Activities also include cemetery operations, caboose operations, museum operations, and tourism services.

Water and sewer services include all activities associated with water and sanitary sewer operations. Items include maintenance and enhancements of the water supply system, water treatment, water distribution system, sanitary sewer collections system, and sewer treatment and disposal.

Segmented information has been identified based upon lines of service provided by the Village. Village services are provided by departments and their activities are reported by functional area in the body of the financial statements.

The Corporation of the Village of Lytton

Notes to the Financial Statements
December 31, 2012

19. Segmented information (continued)

	General Administration and Legislative Services	Protective Services	Public Works and Transportation Services	Environmental Development Services	Recreation and Cultural Services	Utilities	2012	2011
Revenues								
Real property taxes	313,913	-	-	-	-	-	313,913	300,001
Grants in lieu of taxes	8,332	20,947	-	-	-	-	29,280	26,127
Sale of services	-	63,270	6,429	-	-	189,418	259,117	252,712
Licenses and permits	-	-	-	1,980	770	-	2,750	4,048
Rentals and general services	33,227	-	1,129	-	16,995	-	51,351	60,862
Return on investments	1,157	-	-	-	-	-	1,157	11,301
Penalties and interest on taxes	5,294	-	-	-	-	-	5,294	4,993
Sundry income	12,702	-	1,755	8,320	-	4,332	27,109	16,952
Transfers from other governments	-	399,410	1,183	79,447	-	365,000	845,040	477,711
Total revenue	374,625	483,627	10,496	89,747	17,765	558,750	1,535,011	1,154,707
Expenditures								
Administration	139,175	174,916	24,646	47,867	14,618	11,753	412,976	603,629
Insurance	20,006	109	3,178	-	419	-	23,712	27,231
Interest	1,566	761	-	-	-	12,261	14,588	18,542
Repairs and maintenance	7,622	16,596	38,378	856	15,499	20,190	99,142	136,411
Wages	238,719	5,256	133,698	22,543	29,402	72,902	502,519	468,282
Subtotal	407,087	197,640	199,900	71,266	59,938	117,107	1,052,937	1,254,095
Amortization	52,190	-	-	-	-	66,756	118,946	108,323
Disposal of tangible capital assets	-	-	(6,000)	-	-	-	(6,000)	5,260
Total expenditure	459,277	197,640	193,900	71,266	59,938	183,863	1,165,884	1,367,678
Annual surplus (deficit)	(84,652)	285,988	(183,404)	18,481	(42,173)	374,887	369,127	(212,971)



VILLAGE OF LYTTON

PO Box 100, 380 Main Street, Lytton, BC V0K 1Z0

Village of Lytton Property Tax Exemptions 2013



VILLAGE OF LYTTON

PO Box 100, 380 Main Street, Lytton, BC V0K 1Z0

P: 250-455-2355 F: 250-455-2142

Village of Lytton Bylaw 661-1, 2013, 5 Year Plan Schedule of Property Tax Exemptions

Revenue Lost Due to Exemptions

The Village of Lytton currently allows, by Bylaw, tax exemptions on all or part of the assessed value of a total of eight properties. Five properties are owned by Religious organizations, one is the Municipal Administration Office, two are cemeteries.

The total value of those exemptions in 2013 is \$572,700.00

All of these properties are subject to taxation at the class 1 rate, which, in 2013 is 5.1733/\$1,000.00 of assessed value.

The total value of taxation lost to the Village through exemptions is \$2962.75

The individual properties are as follows;

Folio 11010, assessed value \$59,900.00, exemption \$42,400.00, property tax on exemption	\$219.35
Folio 14050, assessed value \$82,000.00, exemption \$82,000.00, property tax on exemption	\$424.21
Folio 14055, assessed value \$89,800.00, exemption \$10,500.00, property tax on exemption	\$54.32
Folio 14060, assessed value \$47,100.00, exemption \$47,100.00, property tax on exemption	\$243.66
Folio 14075, assessed value \$18,500.00, exemption \$18,500.00, property tax on exemption	\$95.71
Folio 32000, assessed value \$162,400.00, exemption \$162,400.00, property tax on exemption	\$840.14
Folio 104300, assessed value \$24,200.00, Exemption \$24,200.00, property tax on exemption	\$125.19
Folio 122000, assessed value \$56,500.00, exemption \$56,500.00, property tax on exemption	\$292.29
Folio 31000, assessed value \$164,400.00 exemption \$129,100.00, property tax on exemption	\$667.87



VILLAGE OF LYTTON

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**No declarations of disqualification
made under section 111 in the
year ending December 31, 2012**