

# **City of Terrace 2012 Annual Report**



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# 2012 ELECTED OFFICIALS



## Terrace City Council:

*Back row (left to right): Councillors Lynne Christiansen, Bruce Bidgood, Brian Downie, and Stacey Tyers.*

*Front row (left to right): Councillor Marylin Davies, Mayor David Pernarowski and Councillor James Cordeiro.*

Council holds its Regular Meetings on the second and fourth Monday of every month at 7:30 p.m. in Council Chambers at City Hall at 3215 Eby Street. Council meetings can be viewed live from the City's website at [www.terrace.ca](http://www.terrace.ca) The City has a "Talk Back Line" (250-638-4778) that residents can call 24 hours a day to comment on items of interest. For more information, visit the City website or contact the City at 3215 Eby Street, Terrace, B.C. V8G 2X8; 250-635-6311 (telephone); 250-638-4777 (fax) or by email at [cityhall@terrace.ca](mailto:cityhall@terrace.ca). City Council is the legislative body representing the citizens of Terrace, providing leadership and establishing policies and priorities for the community.

# MESSAGE FROM THE MAYOR



It is my pleasure to present the City of Terrace 2012 Annual Report as required under the Community Charter, Section 98. A municipal Council must annually prepare a progress report including objectives and measures for the coming year. It should also include a brief report card on the previous year's accomplishments, a snapshot of municipal services and operations, and financial information.

Terrace is already feeling the positive impacts of renewed economic development and growth in the region. We are seeing new businesses and construction in the area, and the Northwest Regional Airport saw record numbers of passengers. The Co-op Property Development Task Force, which was assembled in 2012, studied the best uses of this City-owned property and presented their recommendations to Council at the end of the year. Right-of-Way clearing for the Northwest Transmission Line began in 2012 which will be a catalyst for green power projects and mining development. The City and the Regional District of Kitimat-Stikine have been working together over the past year to develop a regional revenue sharing strategy which will ensure that our communities get the most out of the economic development and major projects planned for our region.

I encourage you to read through this annual report. It will give you an overview of the activities the City was involved in last year. I hope you find it informative.

A handwritten signature in black ink, appearing to be 'D. Pernarowski', written in a cursive style.

David Pernarowski, Mayor  
City of Terrace

## 2012 COUNCIL AREAS OF RESPONSIBILITY

<p><b>BRUCE BIDGOOD</b></p> <ol style="list-style-type: none"> <li>1. Measuring Up Terrace Cmte (+MD)</li> <li>2. Reg'l Dist of K-Stikine, Director</li> <li>3. Skeena Diversity Society</li> <li>4. <i>TEDA (Alt to DP)</i></li> <li>5. <i>Beautification Society (Alt to BD)</i></li> <li>6. Leisure Services Liaison</li> </ol>	<p><b>LYNNE CHRISTIANSEN</b></p> <ol style="list-style-type: none"> <li>1. Housing Committee (+JC)</li> <li>2. Community Forest Corp</li> <li>3. Terrace &amp; Dist. Museum Society</li> <li>4. Greater Terrace Food Council</li> <li>5. <i>Kermodei Tourism Soc.(Alt to MD)</i></li> <li>6. <i>Terrace Public Library (Alt to ST)</i></li> <li>7. <i>Yellowhead Hwy Assoc. (Alt to DP)</i></li> <li>8. Fire Dept Liaison</li> </ol>
<p><b>JAMES CORDEIRO</b></p> <ol style="list-style-type: none"> <li>1. Housing Committee (+LC)</li> <li>2. Co-op Property Task Force (+BD)</li> <li>3. TDIA</li> <li>4. Educational Services</li> <li>5. <i>T K Airport Society (Alt to MD)</i></li> <li>6. <i>Skeena Diversity Society (Alt to BB)</i></li> <li>7. <i>Reg'l Dist of K-Stikine-primary alternate to BB &amp; secondary alternate to DP</i></li> <li>8. RCMP Liaison</li> </ol>	<p><b>MARYLIN DAVIES</b></p> <ol style="list-style-type: none"> <li>1. Measuring Up Terrace Cmte (+BB)</li> <li>2. First Nations Relations Cmte (+ST)</li> <li>3. Kermodei Tourism Society</li> <li>4. T K Airport Society</li> <li>5. <i>NCDC (Alt to BD)</i></li> <li>6. <i>TDIA (Alt to JC)</i></li> <li>7. <i>Seniors' Committee (Alt to ST)</i></li> <li>8. Public Works Liaison</li> </ol>
<p><b>BRIAN DOWNIE</b></p> <ol style="list-style-type: none"> <li>1. Co-op Property Task Force (+JC)</li> <li>2. NCDC</li> <li>3. Riverboat Days Society</li> <li>4. Beautification Society</li> <li>5. <i>Educational Services (Alt to JC)</i></li> <li>6. <i>Reg'l Dist of K-Stikine-primary alternate to DP and secondary alternate to BB</i></li> <li>7. Development Services Liaison</li> </ol>	<p><b>STACEY TYERS</b></p> <ol style="list-style-type: none"> <li>1. First Nations Relations Cmte (+MD)</li> <li>2. Youth Advisory Cmte</li> <li>3. Terrace Public Library</li> <li>4. Seniors Committee</li> <li>5. <i>Terrace &amp; Dist. Museum Society (Alt to LC)</i></li> <li>6. <i>Grtr Terrace Food Council (Alt to LC)</i></li> <li>7. Finance Liaison</li> </ol>
<p><b>DAVID PERNAROWSKI</b></p> <ol style="list-style-type: none"> <li>1. Governments (Fed/Prov/Mun &amp; Bands)</li> <li>2. Northern Development – NW RAC Member</li> <li>3. Reg'l Dist of K-Stikine, Director</li> </ol>	<ol style="list-style-type: none"> <li>4. Yellowhead Hwy Assoc.</li> <li>5. T.E.D.A.</li> <li>6. <i>Community Forest Corp (Alt to LC)</i></li> <li>7. <i>Riverboat Days Cmte (Alt to BD)</i></li> <li>8. Administration Liaison</li> </ol>



# **2012 COUNCIL INITIATIVES**

In 2012, City of Terrace Council and senior management staff participated in a planning session that identified the City's top initiatives to achieve its preferred future.

These initiatives form the building blocks of the City of Terrace's 2012 Plan.

## **CREATING A HEALTHY, VIBRANT AND SUSTAINABLE COMMUNITY**



### Initiatives:

- 1) Active involvement from the City and community groups in a Transit Service review with B.C. Transit
- 2) Develop a Housing Action Plan for Terrace
- 3) Complete the Recycling Pilot Project
- 4) Launch a recruitment program for the Youth Advisory Committee
- 5) Compile a guide to local youth activities

## ENSURING COMMUNITY INFRASTRUCTURE



### Initiatives:

- 1) Explore opportunities to collaborate with community agencies regarding the establishment of a community centre
- 2) Develop a plan to accelerate road upgrades
- 3) Develop a business plan for a waste reduction program

## BUILDING PARTNERSHIPS AND ENHANCING RELATIONSHIPS



*Celebration of the 25<sup>th</sup> Anniversary of the Kitsumkalum Totem Pole at the RCMP detachment*

### Initiatives:

- 1) Hold joint meetings with local First Nations Councils
- 2) Establish a First Nations Relations Committee
- 3) Hold Community to Community Forums with neighbouring communities



## ENCOURAGING BUSINESS AND TOURISM



### Initiatives:

- 1) Explore opportunities to encourage the revitalization of the downtown
- 2) Continue to develop the Skeena Industrial Development Park
- 3) Co-op Property Development Task Force to make recommendations regarding the options for the former Co-op Property
- 4) Develop short and long-term plans for the Fishermen's Memorial Park Boat Launch
- 5) Attract and support small and medium business
- 6) Maintain Terrace as the regional service centre
- 7) Host Minerals North 2013

# CONNECTING WITH OUR ELECTED PROVINCIAL REPRESENTATIVES

**Premier Christy Clark**  
Union of BC Municipalities Conference  
Regional Revenue Sharing

**Honourable John Yap**  
**Minister of Advanced Education**  
Education Announcement at Northwest Community College

**Honourable Shirley Bond**  
**Attorney General and Minister of Justice**  
Provincial Court Judges in the Northwest  
Family Violence Presentation legislation  
Drive-ABLE Assessments in Terrace



**Honourable Pat Bell**

**Minister of Jobs, Tourism and Innovation**

Update on the Jobs Czar Position  
Maintaining or Expanding Provincial Offices and Services Available in Terrace  
Preparing for the Impacts of Major Projects  
Training for Local Residents  
Manganese in Brownfields  
PST Administration Centre in Terrace  
Support for a new Trades & Technology Facility for NWCC

**Honourable Bill Bennett**

**Minister of Community, Sport, and Cultural Development**

Regional Revenue Sharing  
Second Overpass in Terrace  
Federal Funding Opportunities  
Canada B.C. Immigration

**Honourable Margaret MacDiarmid**

**Minister of Health**

Need for Increased Psychiatric Services in the Northwest

**Honourable Terry Lake**

**Minister of Environment**

Manganese Issues in Brownfield Remediation in Terrace

**Honourable Mary Polak**

**Minister of Transportation and Infrastructure**

CN Rail Grade Separation for Terrace  
CANPASS Services at the Northwest Regional Airport

**MP Nathan Cullen**

CANPASS Services at the Northwest Regional Airport  
Enbridge Northern Gateway Pipelines Project

**MLA Robin Austin**

Provincial Legislation for Family Violence Prevention  
Public Education System  
Regional Revenue Sharing  
Replacement of Mills Memorial Hospital  
Updated Provincial Legislation



# 2012 HIGHLIGHTS IN REVIEW

## CREATING A HEALTHY, VIBRANT AND SUSTAINABLE COMMUNITY



*Kids' 2012 Youth Soccer Camp*

- ✚ Mayor attended a strategic planning session for the Terrace Community Foundation (January)
- ✚ Councillors attended several Community Impacts Task Force meetings (January)
- ✚ Councillor attended a Skeena Diversity Society meeting (January)
- ✚ Mayor attended a Terrace Community Foundation board meeting (January)
- ✚ Council members attended a Terrace Optimists Club meeting (January)
- ✚ Council members attended a Northwest Regional Hospital District Meeting (January)
- ✚ Council members attended a Regional District of Kitimat-Stikine Board meeting (January)
- ✚ Councillor attended a Greater Terrace Food Association Meeting (January)
- ✚ Councillor attended a Tech Talk hosted by the Northwest Science and Innovation Society (January)



- # Councillor attended a Skeena Diversity Society meeting (February)
- # Councillor attended the Terrace Multicultural Society's annual potluck (February)
- # Councillors attended a Community Impacts Task Force meeting (February)
- # Councillor attended a Greater Terrace Beautification Society meeting (March)
- # Mayor attended the Northwest Science and Innovation Society's Community Science Fair (March)
- # Mayor and Council participated in International Women's Day celebrations (March)
- # Mayor attended an announcement by My Recreational Mountain Co-op at the Shames Mountain Ski Hill (March)
- # Councillor attended a Greater Terrace Food Association meeting (March)
- # Council members attended a Regional District of Kitimat-Stikine Board meeting (March)
- # Council members attended a Northwest Regional Hospital District Board meeting (March)
- # Councillor attended a Terrace Public Library meeting (March)



*Terrace Public Library Garden*

- # Councillor attended a Northwest Community College Board of Governors meeting in Kitimat (March)
- # Councillors attended a Dialogue to Fight Hunger held in the Skeena Mall (March)
- # Councillor attended a session on the Welcoming Communities Program (March)



- # Mayor participated in the Canadian Cancer Society's Daffodil campaign launch (March)
- # Councillor attended the Northwest Family Violence Awareness Conference (March)
- # Councillors attended an Impact Management meeting in Kitimat (March)
- # Councillor attended a presentation by Terry Glauvin regarding the Northern Gateway Pipelines project (March)
- # Councillor attended the Civic Governance Forum held at Harrison Hot Springs (March)
- # Council attended a Community Impacts Task Force meeting (April)
- # Councillor attended a Greater Terrace Beautification Society meeting (April)
- # Councillors attended a Northern Health Roundtable Discussion in Terrace (April)
- # Mayor and Council participated in the Greater Terrace Beautification Society's annual garbathon (April)
- # Mayor and Councillors attended a post-garbathon salmon barbecue on Ferry Island (April)
- # Councillor attended several site visits with the Kalum Land and Resource Plan Implementation Committee (April)



*Terrace Volunteer Fire Fighters in Training*

- # Mayor attended the Pacific Northwest Music Festival Gala evening (April)
- # Mayor and Council participated on a teleconference call regarding the RCMP contract (April)

- ✚ Councillor attended the Terrace Volunteer Fire Fighters' Association Annual Banquet (April)
- ✚ Councillors attended the Big Brothers Big Sisters Bowl for Kids Bowl-a-Thon (April)
- ✚ Councillors attended several Taste of Culture Workshops hosted by Skeena Diversity Society (May)
- ✚ Mayor and Councillors participated in McHappy Day at McDonald's Restaurant (May)
- ✚ Councillor attended a Terrace Restorative Justice Open House (May)
- ✚ Council attended a Community Impacts Task Force meeting (May)
- ✚ Councillor attended a Greater Terrace Beautification Society meeting (May)
- ✚ Councillors attended a Northern Health Roundtable Discussion in Terrace (May)
- ✚ Councillor attended several site visits with the Kalum Land and Resource Plan Implementation Committee (May)
- ✚ Council members attended a Regional District of Kitimat-Stikine Board meeting (May)
- ✚ Council members attended a North West Regional Hospital District meeting (May)
- ✚ Councillors attended the National day of Mourning for Workers Killed and Injured on the Job (May)



- ✚ Mayor attended a Terrace Community Foundation board meeting (May)
- ✚ Councillor had an orientation to the Terrace Public Library (May)
- ✚ Councillor attended a Northwest Community College Board of Governors meeting in Kitimat (May)
- ✚ Councillor attended a youth dialogue hosted by Skeena Diversity Society (June)
- ✚ Mayor and Councillor attended the basketball court ribbon cutting event (June)
- ✚ Councillor attended a Greater Terrace Seniors' Advisory Committee meeting (June)

*Mayor David Pernarowski displaying the Urban Plazas Commendation award which City Planner David Block received at the 2012 International Making Cities Livable Conference*

- ✚ Mayor attended the Caledonia Senior Secondary School Graduation ceremony and reception (June)



- # Councillor attended an Office of the Seniors' Advocate Community consultation in Prince George (June)
- # Council members attended a Northwest Regional Hospital District Board meeting (June)
- # Mayor attended a Canadian Citizenship Ceremony (June)
- # Mayor attended the Caledonia Senior Secondary School Scholarship presentation ceremony (June)
- # Councillor attended a site visit with the Kalum Land and Resource Plan Implementation Committee (June)
- # Councillor attended a Community Impacts Task Force meeting (June)
- # Councillors attended a BC Hydro Integrated Resource Plan Public Consultation (June)
- # Mayor hosted a host of City Hall for a school group (June)
- # Mayor attended a Terrace Community Foundation meeting (July)
- # Mayor attended a Northern Gateway Alliance Open House with Colin Kinsley in Terrace (July)
- # Councillor attended a field trip with the the Kalum Land and Resource Plan Implementation Committee (July)
- # Councillor attended a Community Impacts Task Force meeting (July)



*Back row (left to right): Mayor David Pernarowski, Heather Avison, Corporate Administrator, Councillors Marylin Davies and Stacey Tyers.  
Front row (left to right): Councillors Lynne Christiansen, and Bruce Bidgood, and Alisa Thompson, Executive Assistant, participating in Bike to Work Week*

- # Mayor and Councillors attended the Terrace Fire Department's annual pancake breakfast (July)
- # Councillors attended the Terrace Eco-Centre Grand Opening (July)
- # Mayor and Council met with Ksan House Society (July)
- # Councillor attended a Greater Terrace Beautification Society meeting (July)



- # Mayor and Council received a presentation from Northern Health regarding their Healthy Communities Committee (August)
- # Mayor and Councillors attended an event at the Ksan Community Greenhouse (August)
- # Councillor attended a Community Impacts Task Force meeting (August)
- # Mayor and Councillor attended a Regional District of Kitimat-Stikine board meeting (August)
- # Mayor and Councillors participated in a community fundraising event (August)
- # Councillor attended a RCMP Highway of Tears Task Force Information Session (August)
- # Councillor attended a birthday celebration at the Happy Gang Centre for Seniors (August)
- # Councillor attended a Greater Terrace Beautification Society meeting (August)
- # Mayor and Councillor attended a Northwest Regional Hospital District board meeting (September)
- # Councillor attended a Coast Mountain School District Board of Education meeting (September)
- # Councillor attended a site visit with the Kalum Land and Resource Plan Implementation Committee (September)
- # Mayor and Councillor attended a Regional District of Kitimat-Stikine board meeting (September)
- # Mayor and Council received a presentation from Northwest Community College (September)
- # Mayor attended the CORE store open house (September)
- # Councillor attended a Community Impacts Task Force meeting (September)
- # Councillor attended a Terrace Public Library board meeting (September)
- # Councillor attended a Northwest Community College Board of Governors meeting (September)



*Queen's Diamond Jubilee Medal Presentation Ceremony for former Mayor Jack Talstra*

- # Councillor attended a celebration of the Terrace Hospice Society (September)
- # Mayor attended Community Living BC Month celebrations (September)
- # Mayor and Councillor attended a Cops for Cancer barbecue fundraiser (September)
- # Mayor attended the annual United Way Fire Truck Pull (September)

- # Councillors participated in Fetal Alcohol Spectrum Disorder Awareness Day activities (September)
- # Councillor attended a Greater Terrace Beautification Society meeting (September)
- # Councillor attended a Greater Terrace Beautification Society meeting (September)
- # Councillor attended a First Nations Youth Conference Opening Dinner (September)
- # Mayor and Council hosted a reception in honour of Queen's Diamond Jubilee Medal recipient Jack Talstra (October)
- # Councillor attended a Community Thanksgiving Dinner at Ksan Place (October)
- # Councillor attended a Greater Terrace Beautification Society meeting (October)
- # Councillors attended an Extreme Weather Response Committee meeting (October)
- # Councillor attended an anti-bullying workshop hosted by Coast Mountains School District (October)
- # Councillors attended International Day of the Girl Child event hosted by Ksan House Society (October)
- # Mayor and Councillor attended a Regional District of Kitimat-Stikine board meeting (October)



*Northwest Community College*

- # Councillor attended a site visit with the Kalum Land and Resource Plan Implementation Committee (October)
- # Councillor attended a Community Impacts Task Force meeting (October)

- # Councillors attended an open house jointly hosted by the Regional District of Kitimat-Stikine and the City of Terrace to receive feedback from the public for the development of the Agricultural Area Plan (October)
- # Councillor attended a PIC meeting (October)
- # Councillor attended a Coast Mountain School District Board of Education meeting (October)
- # Councillor attended a Northwest Community College Board of Governors meeting (October)
- # Councillors attended a Nobel Women's Initiative Meeting (October)
- # Deputy Mayor participated in Fire Prevention Day (October)
- # Councillor attended a Northern Health Healthy Communities Committee meeting (October)
- # Councillor attended a Terrace and District Arts Council fundraising dinner (October)
- # Mayor and Councillors attended a celebration at the Freda Diesing School of North West Coast Art (October)
- # Councillor attended a site visit with the Kalum Land and Resource Plan Implementation Committee PIC meeting (November)
- # Councillor attended a Northern Health Healthy Communities Committee meeting (November)
- # Councillor attended a Greater Terrace Food Association meeting (November)



*Umbrella Art at Brolly Square*

- # Mayor and Councillor attended a Regional District of Kitimat-Stikine board meeting (November)
- # Councillor attended the Adding It All Up Conference in Smithers (November)
- # Councillor attended a Greater Terrace Beautification Society (November)

- # Councillor attended the ribbon cutting ceremony for a climbing wall at Caledonia Senior Secondary School (November)
- # Mayor and Council participated in the 2012 Remembrance Day Parade and Service (November)
- # Councillor attended a Coast Mountain School District Board of Education meeting (November)
- # Mayor and Councillors attended a meeting regarding developing an English as a Second Language Program in Terrace (November)



- # Mayor and Councillors attended an announcement made by the Minister of Advanced Education (November)
- # Mayor and Councillors hosted a Community Input Forum regarding an application to increase the number of slot machines at Chances Terrace (November)
- # Mayor and Councillors attended a breakfast meeting with the Terrace Ministerial Association (November)
- # Mayor attended a lunch meeting with the President of Northwest Community College (November)
- # Councillor attended a Councillor attended a Coast Mountain School District Board of Education meeting (December)
- # Councillors attended a Northwest Community College Board of Governors Christmas luncheon (December)
- # Councillors attended the statutory meeting of the Regional District of Kitimat-Stikine board (December)
- # Councillor attended a Greater Terrace Beautification Society Christmas Luncheon (December)
- # Councillor attended a Terrace Public Library Board meeting (December)
- # Mayor attended a Skeena Diversity Society Open House (December)
- # Councillor attended a Greater Terrace Beautification Society meeting (December)
- # Councillor attended a Greater Terrace Seniors' Advisory Committee meeting (December)
- # Councillor attended a Northern Science and Innovation Society Tech Talk breakfast lecture (December)

### **DEVELOP A HOUSING ACTION PLAN FOR TERRACE**



- # Councillors attended a Housing Committee meeting (January)
- # Councillors attended a Housing Committee meeting (April)
- # Councillors attended a Housing Committee meeting (May)
- # Councillor attended a Housing Committee meeting (September)
- # Councillors attended a Housing Committee meeting (October)
- # Councillors attended a Housing Committee meeting (November)





## COMPILE A GUIDE TO LOCAL YOUTH ACTIVITIES



*Ball Hockey Court Grand Opening*

- ✚ Councillor attended a Youth Advisory Committee meeting (January)
- ✚ Councillor attended several Youth Advisory Committee meetings (February)
- ✚ Mayor attended a Dare to Dream Foundation event (February)
- ✚ Councillor attended a Youth Advisory Committee meeting (March)
- ✚ Councillor attended Youth Advisory Committee meetings (April)
- ✚ Councillor attended Youth Advisory Committee meetings (May)
- ✚ Councillor attended a Youth Advisory Committee meeting (June)
- ✚ Councillor attended a Youth Advisory Committee meeting (August)
- ✚ Councillor attended a Youth Advisory Committee meeting (September)
- ✚ Councillor attended a Youth Advisory Committee meeting (November)

# ENSURING COMMUNITY INFRASTRUCTURE



- # Councillor attended a Northwest Corridor Development Corporation board meeting in Fort McMurray (January)
- # Mayor and Council attended the City of Terrace Strategic Planning session (February)
- # Councillor attended the TransCanada Yellowhead Highway Association AGM (April)
- # Mayor and Council attended Mining Week Reception (April)
- # Councillor attended a Community Development Institute presentation (April)
- # Councillor attended a Northwest Transmission Line working group meeting (June)
- # Councillor attended a Terrace-Kitimat Airport Society meeting (June)
- # Councillor attended a Northwest Corridor Development Corporation board meeting via teleconference (June)
- # Mayor participated in a TransCanada Yellowhead Highway Association teleconference meeting (July)
- # Councillor attended a presentation on the Community Infrastructure Investment Fund (July)
- # Councillors participated in a webinar on Findings from the Major Industrial Property Taxation Impacts Study (July)
- # Councillor participated on a Northwest Corridor Development Corporation board teleconference call (August)

- # Mayor attended a luncheon hosted by Terrace Economic Development Authority and Shell Canada (September)
- # Mayor and Councillor attended a presentation regarding Community and Regional Impacts of Major Industrial Development (September)
- # Mayor and Councillors attended a Spectra Energy Community Reception (October)
- # Mayor and Councillors attended a Public Information Sessions hosted by Coastal GasLink Pipeline (October)
- # Councillors attended the Northwest Dinner with Peter Tertzakian hosted by the Kitimat-Terrace Industrial Development Society (October)
- # Mayor and Councillors attended an Open House hosted by Terrace Economic Development Authority and Kitimat-Terrace Industrial Development Society (December)



*(left to right): Mayor Dave Pernarowski, Sandy Glendenning, Kim Haworth  
Presentation of a grant from the Terrace Community Forest Corporation to the Terrace Community Foundation*

**DEVELOP A BUSINESS PLAN FOR A WASTE REDUCTION PROGRAM**

- # Council members attended a Forceman Ridge Landfill Workshop hosted by the Regional District of Kitimat-Stikine (February)



# BUILDING PARTNERSHIPS AND ENHANCING RELATIONSHIPS



*2012 Volunteer Appreciation Banquet*

- ✚ Councillor attended a Coast Mountains School District Public Consultation Meeting (January)
- ✚ Councillor attended a Coast Mountains School District Board of Education meeting (January)
- ✚ Councillor attended a Northwest Regional Workforce Table Open House (January)
- ✚ Mayor and Council attended a reception hosted by the Sandman Hotel (February)
- ✚ Mayor attended a Union of BC Municipalities executive meeting in Richmond (February)
- ✚ Council members attended a Regional District of Kitimat-Stikine Board meeting (February)
- ✚ Councillor attended a Coast Mountains School District Board of Education meeting (February)
- ✚ Councilor attended a Northwest Corridor Development Corporation board meeting in Vancouver (March)
- ✚ Mayor and Council attended a Dinner hosted by Rio Tinto Alcan (March)
- ✚ Councillor attended a Coast Mountains School District Board of Education meeting (March)
- ✚ Mayor had a lunch meeting with the President and CEO of ICBC (March)

- ✚ Mayor and Council attended the City of Terrace Volunteer Appreciation Dinner (March)
- ✚ Council members attended a North West Regional Hospital District meeting (April)
- ✚ Council members attended a Regional District of Kitimat-Stikine Board meeting (April)
- ✚ Mayor and Council met with MP Nathan Cullen (April)



*Dr. David Try & Councillor Bruce Bidgood at the 20<sup>th</sup> Anniversary of the Terrace Hospice Society*

- ✚ Councillors attended the National day of Mourning for Workers Killed and Injured on the Job (April)
- ✚ Mayor and Council met with MP Nathan Cullen (May)
- ✚ Councillor participated in a Northwest Regional Work Force Roundtable meeting (May)
- ✚ Councillor attended a Coast Mountains School District Board meeting (May)
- ✚ Councillor attended a community consultation session with Minister Shirley Bond (June)
- ✚ Councillor attended a dinner at the Royal Canadian Legion (June)
- ✚ Mayor and Councillors attended a breakfast meeting with Federal MPs (June)
- ✚ Mayor and Council attend National Aboriginal Days Celebrations in George Little Park (June)





*Mayor & Council with Heather Avison, Chief Administrative Officer, at the 2012 Union of BC Municipalities Conference in Victoria*

- + Councillor attended Seafest in Prince Rupert (June)
- + Councillor attended the 49<sup>th</sup> annual ceremonial review of the Terrace Air Cadets (June)
- + Mayor and Councillors met with Ministry of Jobs, Tourism and Innovation Overseas Trade Representatives (June)
- + Mayor attended a Union of BC Municipalities executive meeting in Richmond (July)
- + Councillors attended a breakfast meeting with University of Northern British Columbia board and senior administration members (September)
- + Mayor attended a Union of BC Municipalities Executive meeting in Richmond (November)
- + Mayor and Councillors attended a meet and greet for Capital Region Mayors from Alberta (November)
- + Mayor and Council attended a meeting with the Minister of Jobs, Tourism and Skills Development (December)
- + Mayor and Councillors attended an open house hosted by MP Nathan Cullen and MLA Robin Austin (December)
- + Councillors attended a District of Kitimat Open House (December)
- + Mayor and Council met with MP Nathan Cullen (December)



- ✚ Mayor and Councillor attended the Terrace & District Community Services Society Christmas Cheer Coat Drive (December)
- ✚ Mayor assisted with Kermode Friendship Society's Annual Christmas Dinner (December)

### **HOLD JOINT MEETINGS WITH LOCAL FIRST NATIONS COUNCILS**

- ✚ Councillors attended an announcement regarding the Kitselas and Kitsumkalum treaty negotiations (September)

### **ESTABLISH A FIRST NATIONS RELATIONS COMMITTEE**

- ✚ Councillors meet with the First Nations Relations Committee (February)
- ✚ Councillors attended a First Nations Relations Committee meeting (May)

### **HOLD COMMUNITY TO COMMUNITY FORUMS WITH NEIGHBOURING COMMUNITIES**

- ✚ Mayor and Council attended a Community to Community Forum hosted by the Village Government of Gitlaxt'aamiks (April)

# ENCOURAGING BUSINESS AND TOURISM



- ✚ Councillor attended a Kermodei Tourism Society board meeting (January)
- ✚ Councillor attended a Northern Gateway Pipelines Joint Review Panel Public Hearing in Terrace (January)
- ✚ Mayor and Council attended the Kermodei Tourism Society Annual General Meeting (February)
- ✚ Councillor attended a Riverboat Days Society meeting (February)
- ✚ Councillors attended a presentation about Kitselas Canyon held at the Skeena Mall (February)
- ✚ Mayor and council attended an Open House for Apache Corporation's Environmental Assessment (March)
- ✚ Mayor and Council participated in Founders' Day events (March)
- ✚ Councilor attended the Terrace and District Museum Society's Annual General meeting (March)
- ✚ Mayor and Councillors attended an update about the Rio Tinto Alcan modernization project hosted by the Terrace Economic Development Authority (March)
- ✚ Councillor attended a Kermodei Tourism Society board meeting (March)
- ✚ Councillor attended a Riverboat Days Society meeting (March)
- ✚ Councillor attended a Riverboat Days Society meeting (April)
- ✚ Councillors attended a North Central Local Government Association AGM (May)
- ✚ Councillor attended a Riverboat Days Society meeting (May)
- ✚ Councillor attended a Kermodei Tourism Society board meeting (May)

- ✚ Councillors attended the Terrace and District Museum Society's Annual General Meeting (May)
- ✚ Councillor attended an Enbridge Community Advisory Board meeting (May)
- ✚ Councillor attended an Enbridge Northwest Community Advisory Board meeting (March)
- ✚ Councillor attended a Riverboat Days Society meeting (June)
- ✚ Mayor and Councillors attended the Summer Arts Festival Opening Gala (June)
- ✚ Councillors attended a Get To Know Your Town workshop hosted by Kermodei Tourism Society (June)
- ✚ Councillor attended a Kermodei Tourism Society board meeting (June)
- ✚ Councilor attended a Terrace and District Museum Society board meeting (June)
- ✚ Councillor attended a lecture by Russell Taylor hosted by the Skeena Nass Centre for Innovation in Resource Economics (June)
- ✚ Mayor and Councillor had a dinner meeting with representatives from Canada Resurgence and the Chinese Consul General (July)
- ✚ Mayor attended a Terrace Economic Development Authority board meeting (July)
- ✚ Mayor and Councillor attend the Terrace Economic Development Authority Direction Selection Committee meeting (July)
- ✚ Mayor and Councillors participated in Canada Day celebrations at Heritage Park Museum (July)
- ✚ Councillor participated the Canada Day Parade in Kitimat (July)
- ✚ Councillor attended a Riverboat Days Society meeting (July)
- ✚ Mayor attended KrummFest Music Festival (July)
- ✚ Mayor and Councillors received an update from Apache Corporation regarding their LNG project (July)
- ✚ Mayor and Council attended Riverboat Days opening ceremonies (August)
- ✚ Mayor and Councillors participated the Riverboat Days parade and festivities (August)



*Heritage Park Museum*



- # Mayor attended the Riverside Music Festival Opening Ceremonies (August)
- # Councillor attended a barbecue at the Terrace Visitor Information Centre (August)
- # Councillor attended a Terrace and District Chamber of Commerce luncheon (August)
- # Mayor and Councillors attended a Terrace Economic Development Authority board meeting (September)
- # Mayor and Councillors attended the Terrace Economic Development Authority annual general meeting (September)
- # Mayor and Councillor received a presentation from Seabridge Gold (September)
- # Councillor attended a Terrace and District Chamber of Commerce luncheon (September)



*Mayor's Trip to China 2012*

- # Councillor attended a strategic planning session for Terrace Economic Development Authority (October)
- # Councillors participated in Heritage Park Museum's Annual Hallowe'en Haunt (October)
- # Councillor attended a Terrace and District Chamber of Commerce luncheon (October)
- # Mayor attended a Terrace Economic Development Authority board meeting (October)
- # Councillor attended an Enbridge Northwest Community Advisory Board meeting (October)
- # Mayor attended a Terrace Economic Development Authority board meeting (November)
- # Councillor attended a Terrace and District Museum Society board meeting (November)
- # Mayor and Councillors attended the BC Chamber of Commerce Northwest Energy Summit workshop (November)

- ✚ Mayor and Councillors attended the Terrace & District Chamber of Commerce Business Excellence Awards (November)
- ✚ Councillor attended a Kermodei Tourism Society Board meeting (December)
- ✚ Councilor attended the Terrace Museum Society annual Christmas dinner (December)

### **EXPLORE OPPORTUNITIES TO ENCOURAGE THE REVITALIZATION OF DOWNTOWN**

- ✚ Councillor attended a Terrace Downtown Improvement Area meeting (March)
- ✚ Councillor attended a Terrace Downtown Improvement Area Society meeting (May)
- ✚ Councillor attended a Terrace Downtown Improvement Area meeting (September)
- ✚ Councillor attended a Terrace Downtown Improvement Area Society meeting (November)



### **CO-OP PROPERTY DEVELOPMENT TASK FORCE TO MAKE RECOMMENDATIONS REGARDING THE OPTIONS FOR THE FORMER CO-OP PROPERTY**

- ✚ Councillors attended a Co-op Property Development Task Force meeting (January)
- ✚ Councillors attended a Co-op Property Development Task Force meeting (March)

- ✚ Councillors attended a Co-op Property Development Task Force meeting (April)
- ✚ Councillors attended a Co-op Property Development Task Force meeting (May)
- ✚ Councillors attended a Co-op Property Development Task Force meeting (June)
- ✚ Councillors attended a Co-op Property Development Task Force meeting (July)
- ✚ Councillors attended a Co-op Property Development Task Force meeting (August)
- ✚ Councillors attended a Co-op Property Development Task Force meeting (October)
- ✚ Councillors attended a Co-op Property Development Task Force meeting (November)

## **ATTRACT AND SUPPORT SMALL AND MEDIUM BUSINESS**

- ✚ Councillor attended an Environmental Assessment Office Kitsault Mining Working Group meeting (January)
- ✚ Mayor had a lunch meeting with a business considering locating in the northwest region (February)
- ✚ Mayor attended a Northern Development board meeting in Prince George (February)
- ✚ Mayor met with a business considering locating in Terrace (February)
- ✚ Councillor attended a Northwest Work Force Table meeting (March)
- ✚ Mayor attended a Northern Development Northwest Regional Advisory Committee meeting (March)
- ✚ Mayor and Council had a breakfast meeting with a business considering locating in the Northwest (March)
- ✚ Mayor had a meeting with a local business owner (April)
- ✚ Mayor attended a Northern Development Board Meeting in Victoria (April)
- ✚ Mayor attended a Northern Development Board Meeting in Victoria (May)
- ✚ Mayor attended a Northern Development Northwest Regional Advisory Committee meeting (May)
- ✚ Mayor had a meeting with a local business owner (May)
- ✚ Mayor had lunch with representatives from business about to locate in the region (May)
- ✚ Mayor met with representatives from a business about to locate in Terrace (May)
- ✚ Councillor attended a Kisault Mines working group meeting (June)
- ✚ Mayor attended a Northern Development Board teleconference meeting (June)
- ✚ Councillors attended an Independent Investigators Office dialogue and Community Consultation (June)
- ✚ Councillors attended an ICBC Community Consultation in Prince Rupert (June)
- ✚ Mayor had a meeting with a business considering locating in the northwest region (June)
- ✚ Councillor attended a Kisault Mines working group meeting (July)
- ✚ Mayor attended Northern Development Board meeting in Prince George (July)
- ✚ Mayor met with representatives from Northern Development (August)
- ✚ Mayor participated on a Northern Development Northwest Regional Advisory Committee teleconference call (September)
- ✚ Mayor had a lunch meeting with a local business owner (September)
- ✚ Mayor attended the grand re-opening of The Brick in Terrace (September)
- ✚ Mayor attended a Northern Development Board meeting in Prince George (October)
- ✚ Mayor attended the grand opening of a local business (Northern Eyes Optical) (October)
- ✚ Mayor attended a Northern Savings Credit Union Meet and Greet (October)



- # Councillors attended the grand opening of a new program at Northwest Training (November)
- # Councillor attended the grand opening of the Northwest Community College Bookstore Café (November)
- # Mayor attended a Northern Development Webinar (November)
- # Councillors attended a Terrace Community Forest Profits Distribution Committee meeting (November)
- # Mayor attended a Northern Development Northwest Regional Advisory Committee meeting (December)
- # Mayor participated in a Northern Development board special teleconference meeting (December)
- # Mayor attended a lunch meeting with Northern Development officials (December)

### **MAINTAIN TERRACE AS THE REGIONAL SERVICE CENTRE**

- # Mayor attended a Kitimat-Terrace and District Labour Council coffee social (January)
- # Mayor and Councillor participated in the Terrace RCMP Priority Planning 2012/2013 workshop (February)
- # Mayor and Council participated on a teleconference call regarding the RCMP contract (May)
- # Mayor and Councillors received a presentation from Harris-Palmer regarding Regional Revenue Sharing (September)
- # Councillors attended the Northwest Corridor Development Corporation Annual General Meeting in Prince Rupert (October)

### **HOST MINERALS NORTH 2013**



*Terrace Economic Development Authority*

- ✚ Mayor attended the Association of Mineral Exploration BC's 2012 Minerals Round Up (January)
- ✚ Councillor attended at Minerals North 2013 Planning Committee meeting (February)
- ✚ Councillor attended at Minerals North 2013 Planning Committee meeting (March)
- ✚ Councillor attended a Minerals North 2013 Planning Committee meeting (April)
- ✚ Mayor and Council attended a Mineral Association BC and Imperial Metals Business Luncheon (May)
- ✚ Councillor attended a Minerals North 2013 Planning Committee meeting (May)
- ✚ Mayor and Council attended Mining Week Reception (May)
- ✚ Councillor attended several Minerals North 2013 Planning Committee meetings (June)
- ✚ Councillor attended several Minerals North 2013 Planning Committee meetings (July)
- ✚ Councillor attended a Minerals North 2013 Planning Committee meeting (August)
- ✚ Councillor attended a Minerals North 2013 Planning Committee meeting (September)
- ✚ Councillor attended several Minerals North 2013 Planning Committee meetings (October)
- ✚ Councillor attended several Minerals North 2013 Planning Committee meetings meeting (November)

# *2012 DEPARTMENT HEADS*

Acting Chief Administrative Officer	Heather Avison (January – March)
Chief Administrative Officer	Don Ramsay (March - June)
Chief Administrative Officer	Heather Avison (July – December)
Corporate Administrator	Heather Avison (January – July)
Corporate Administrator	Alisa Thompson (July – December)
Director of Finance	Ron Bowles
Fire Chief	John Klie
Director of Leisure Services	Carmen Didier
Director of Operations	Herb Dusdal (July – October)
Director of Public Works	Herb Dusdal (January – July)
Director of Public Works	Rob Schibli (October – December)
Director of Development Services	David Block (October to December)
R.C.M.P. Inspector	Dana Hart



# DEPARTMENTAL REVIEWS

## CORPORATE ADMINISTRATION



The City's Corporate Administration Department consists of the Corporate Administrator, Executive Assistant/Human Resources Advisor and Administration Secretary. This department provides legislative and administrative support to Mayor and Council, as well as other City Departments. Council meetings and functions are coordinated through Administration, and this department is also responsible for the maintenance and retention of bylaws of the City, preparation of Council minutes and agendas, the Elections process, and for inquiries under the Freedom of Information and Protection of Privacy legislation. Key activities in this Department over the past year include:

- The adoption by Council of some notable bylaws including an Animal Control Bylaw Amendment to allow for backyard beekeeping, the Airport Revitalization Tax Exemption Program Bylaw, and a Zoning Text Amendment Bylaw to permit secondary suites in the R1 zone;
- Prepared for the annual Union of BC Municipalities convention;
- Negotiated an agreement with Spirit Bear Coffee Ltd for the use of the Spirit Bear image with their marketing;
- Arranged for new council members to receive orientation to the City;
- Provided staff support to the Co-op Property Development Task Force, the Housing Committee and Community Impacts Task Force;
- Organized the Riverboat Days Opening Ceremony;
- Negotiated Collective Agreements with the IAFF and CUPE;
- Organized events such as the volunteer appreciation dinner to recognize and thank the residents who volunteer their time on City-related boards and committees, and public input hearing regarding an application to increase the number of slot machines at Chances Terrace.

# DEVELOPMENT SERVICES



The Development Services Department is responsible for planning, including long range planning and the processing of zoning, subdivision, development permit, and variance permit applications, sustainability planning, building inspection and business licensing, mapping and Geographic Information System, bylaw enforcement, and animal control.

Projects to further the development potential of City owned land in 2012 included staff support to the Housing Committee and the Co-op Property Development Task Force and ongoing discussion and negotiation with various proponents related to the Skeena Industrial Development Park lands at the airport. The department continued to coordinate ongoing Brownfield Remediation activities on major City properties including the Co-op Lands and the former log sort yard on Kenney Street.

In May the City Planner attended the 2012 International Make Cities Liveable (IMCL) Conference in Portland, OR, and was pleased to represent the department and City of Terrace in accepting the "Urban Plazas Commendation Award" granted for the design and completion of the George Little Park Spirit Square redevelopment project. Staff was pleased to attend the grand opening of "Brolly Square" hosted by the Greater Terrace Beautification Society. This Society's effort to develop an interim use on a brownfield service station site has been supported by the City. These two high quality urban design projects have proven to result in a dramatic visual and vibrant transformation in the center of the downtown.

The Planning Division processed 57 land use applications in 2012, as compared to 46 the previous year with seven development permits being issued for commercial properties. Significant developments permitted in 2012 include the Skeena Mall re-development at 4741 Lakelse Avenue, Canadian Helicopters new office and hangar at the airport and a large new commercial building for Kondolas Furniture store on Hwy 16. The Skeena Mall development was of most significance as façade upgrades progressed quickly providing the Downtown with a much improved appearance.

The Planning Division oversaw several bylaw amendments including a change to Zoning Bylaw No. 1431-1995 regulations permitting Secondary Suites in the R1-One Family Residential zone. A Revitalization Tax Exemption program, similar to the successful Downtown program was implemented for the Airside Commercial zone through adoption of Bylaw No. 1995-2012.

In 2012 the Sustainability department completed Phase 1 of an Agricultural Area Plan. Residential home energy audit incentives continued through 2012, supporting homeowners in making energy upgrades to their homes. Implementation of the Active Transportation Plan continued with additional cycling lanes being added at the base of Lanfear hill. Sustainability education and outreach included the “Climate Action Showdown” program in schools as well as support of “Bike to Work Week”, the annual Terrace Garbathon and numerous other community events.

The Building Inspection and Business License Division issued building permits for approximately 14.5 million dollars in construction value, compared to 10.5 million in 2011. The total number of permits and the number of single family residential home permits issued in 2012 was 230 and 12 respectively, as compared to 202 and 13 in 2011. The total number of businesses licensed was 1037.

In 2012 the Mapping/GIS Department continued to add GIS data to TerraMap for our Internal and External users. District Lots, Downtown Business Improvement Area, Downtown Revitalization Tax Exemption Area, Road Surface Condition, Hydrant Inspection and Water Main Breaks are now on TerraMap. Scanned Service Cards, images for Cemetery Markers and Points of Interest were also added.

In 2012, the number of written complaints received and tickets issued by Bylaw Enforcement was 377 and 31 respectively and included 241 complaints received and 29 tickets issued by the RCMP under the Noise Control Bylaw & Parks & Public Places Bylaw.

The Animal Control Division dealt with 68 registered complaints under the Animal Control Bylaw. 576 private animal cremations were performed in 2012 which is an increase over the 607 performed in 2011.



# FINANCE

The Finance Department is responsible to monitor, control, and allocate the financial resources within the City in order to meet the short and long term budgetary goals and objectives that Council has set out in the five-year Financial Plan. Managing the City and RCMP computer systems and other information technology is also a responsibility of the department

The Finance Department has two distinct client groups; internal and external. Internal financial systems and reports are continually changing to meet the needs of the departments and of Council. External communication and reporting includes audited financial statements, annual reports and communication with media, stakeholder groups and individual taxpayers.

The Finance Department's objectives and measures for the prior year include:

- Improve efficiency by setting up a direct-deposit accounts payable system;
- Improve cash procedures at city facilities;
- Review of utility billing system;
- Refine broadcasting of Council meetings;
- Improved internal financial reporting;
- In-house financial statement preparation for audit; and
- Continue succession planning and cross training for all positions.

The Finance Department's objectives for the current year include:

- Improve efficiency by completing the setting up a direct-deposit accounts payable system;
- Review of utility billing system;
- Improved internal financial reporting; and
- Continue succession planning and cross training for all positions.

Pursuant to section 98(2) of the Community Charter, attached is the 2012 audited financial statements and report on 2012 permissive tax exemptions.

# FIRE DEPARTMENT

In 2012, the Fire Department gained a new Deputy Fire Chief, a career fire Fighter transferring in from the Volunteer Ranks, as well as a number of new Volunteer Fire Fighters. The Fire Department responded to a total of 760 Incidents. Of these calls, 192 were fire related calls (25% of the Call Volume), 363 were First Responder Calls (48% of the Call Volume), and 68 were Rescue (MVA) calls (9% of the Call Volume).



## Services

In 2012, 11,539 hours were logged for our 8 Career Fire Fighters (approximately 1,443 hours per Member) and 40,592 hours were logged for our 25 Volunteer Fire Fighters (approximately 1,624 hours per Member). As a Composite Fire Department, full-time and volunteer firefighters respond to fire, medical, rescue, hazardous materials, and airport emergencies. The Fire Department relies heavily on off duty members (full-time and volunteer members) to respond to all of these calls. Our Ten Career Members responded 579 times to incidents when they were off duty. The members of the Fire Department are dedicated to their firefighting job and the responses for these calls are greatly appreciated.



## Training

Training is a key component to a successful Fire Department. The Terrace Fire Department has all their members trained to meet specific standards, and to meet “best practice” for our type of work. This involves time and commitment from the members, on and off duty. The Terrace Fire Department holds weekly training schedules, after hours, every Tuesday evening from 7:00 PM to 9:00 PM.

For specialty skills such as confine space rescue, high angle rescue, ice rescue, haz-mat rescue and other technical tasks, the Fire Department will bring in outside specialists to teach these courses, usually on a weekend. Also, time is provided, during normal working hours for the full-time staff, to train and hone their skills in the art of firefighting.



In 2012, a total of 3,559 man hours was spent in training, 1,663 hours at fire practice, and 1,891 hours outside fire practice.



## Fire Prevention and Education

The Fire Department is tasked with providing an Inspection Program for all commercial buildings in town and also to provide fire education to the general public. To meet that goal, all of the commercial occupancies are divided between the four Fire Companies, and every year or every two years, for low risk occupancies, each of these businesses and buildings get inspected. The Fire Department works with the Business owners in order to ensure their premises are kept free of flammable hazards and that all of their fire detection and evacuation systems are current and working.

Some of the best fire education programs are carried out through the schools in the City of Terrace. Every Fall, during Fire Prevention Week, all schools are visited and the firefighters either give lectures in the classrooms or tours of the Fire Safety House and many times both will happen.



This year's Fire Prevention Week activities, including the Fire Safety House visits to all Grade 4 Students in the area, were again a great success, thanks to the dedication of the career and volunteer Fire Fighters.

# LEISURE SERVICES



*Banquet Room*

## **Facility Improvements**

The Main Arena dressing rooms had a re-design and update with new paint, fixtures and flooring. The City was the recipient of a Tire Stewardship BC grant which provided 50% of the funding to purchase the re-cycled rubber flooring for this project. Several areas of the Sportsplex were repainted. These included the banquet room, McDaniel meeting room and Main Arena bleachers. The air handling unit by the Hidber Arena entrance was replaced. The Aquatic Centre and Sportsplex both received an indoor surveillance system. The Aquatic Centre has four cameras and the Sportsplex has nine. The second level viewing area in the Aquatic Centre was revamped to include new flooring, seating surface and ceiling fans to improve public comfort. The Aquatic Centre had a facility review and assessment completed.



## Park Improvements

The Rotary Club donated materials and labour to upgrade the Howe Creek trail system. A one day work-bee had over 30 volunteers participate in the project. Mitigation work was done at the Fisherman's Memorial Park to repair the high water damage done in 2011. A study of the boat launch site will be done in 2013. The George Little Park sign was installed in 2012. The sign is a notable piece of public art. The George Little Park received 3 more exposed aggregate concrete picnic tables creating a more welcoming space for park users. Ferry Island campground added 12 electrical serviced sites and two pit toilets to its southern loop. Future plans will add another 12 electrical serviced sites to this area. Four of the Kin Park horse shoe pits were rebuilt in 2012 with the assistance of volunteers and business donations. The parking lot at Ferry Island adjacent to Highway 16 West received cold asphalt placement last year. Local fishermen and trail users of Ferry Island were appreciative of this upgrade. The City purchased a 2012 tractor for the parks department.



*Mitigation Work at Fisherman's Memorial Park*



## Program Accomplishments

The City received a grant from the UBCM Age Friendly Community Planning and Projects program to increase sport and fitness opportunities for senior aged persons in Terrace and its surrounding area. The City has been working with the local clubs and organizations to create a brochure highlighting *Silver Sneakers Sports and Fitness Activities for Persons 50+ Years*. The program will continue with more opportunities in 2013. The City received a grant to assist in the production of Celebrate Canada events and activities. Some funds were used by the City to organize events in the George Little Park and some funds were dispersed to local organizations such as the Terrace and District Arts Council and Kermode Friendship Centre to assist them in hosting community events. Program highlights included Senior's Appreciation Month at the pool, Circus week and Speed Control Rock camp. Friday Teen Swims were cancelled and replaced with Free Friday Public Swims. The George Little Park continues to be an attractive location to host community events during the summer months. The number of markets and festivals being held in the park has increased significantly since 2009.



*Fitness Centre at George Little Park*

## **Service Statistics**

The Sportsplex granted \$6500 worth of free use to rental groups who met the Waiver of Rental Fee Policy criteria. Leisure Access Passes were granted to 337 people who met the program criteria. 1534 children took swimming lessons in 2012. Land fitness classes had 8835 participants. 6969 campers stayed at Ferry Island in 2012. The Main Arena ice was in for a total of 24 weeks in 2012. The Hidber Arena was in for a total of 38 weeks in 2012. When both arenas are in regular operation there is an average of 21 hours of ice utilized each day.



*McDaniel Meeting Room at the Terrace Sportsplex*

## **Agreements and Contracts**

The City has a lease agreement with the School District to administer the Thornhill Junior Secondary Gym operations. Don and Betty Anderson renewed a two year agreement to operate Ferry Island campground. Provincial Networking Group Inc. renewed their litter removal service agreement. Skeena Valley Resources provided the City with 90 hanging flower baskets and maintenance in 2012 season. The hanging flower baskets looked spectacular. Bert's Deli continues to provide canteen services in the Sportsplex. The Aquatic Centre purchased a snack vending machine and now looks after its own vending

services for the facility. Coke continues to be the exclusive supplier of beverage products for both the Sportsplex and Aquatic Centre.

### **Other**

The City had many buildings and parks vandalized by graffiti in 2012. Repair costs during the summer months were estimated to be over \$10,000.

### **Looking Forward**

The Aquatic Centre review has assisted staff in prioritizing the facility projects. Project costs are higher than City capital budgets so grants, sponsorships and carry forwards are being examined.

### **Cemeteries**

The Municipal and the Kitsumkaluum cemeteries had a total of 56 plot internments, as well as the construction of a new 48 inch columbarium.

Mapping and Cemetery Administration developed a data base for the Municipal Cemetery that is linked to Terra Map. This will enable the public to go online and see where their family and friends are interned.



# PUBLIC WORKS



*Frank Street Well*

The Public Works Department is responsible for operation of the City's infrastructure as well as the construction of most capital works improvement projects. The areas of responsibility include: roadway maintenance and reconstruction, snow and ice control, engineering and construction, storm water drainage collection, sanitary sewage collection and treatment, potable water supply and distribution, solid waste collection, composting, purchasing, city buildings and municipal fleet vehicles.

With more than double the normal snow and rainfall in January; the start of 2012 was challenging for all areas of Public Works operations but as weather returned to normal, crews were able to successfully complete several major projects in addition to regular operations and maintenance. Some of the projects undertaken by the Public Works Department in 2012 include:

## **Buildings**

- Completion of HVAC upgrades to the Fire Hall.
- Significant repairs and upgrades to the Fire Hall hose and communications towers and bays.
- Installation of energy efficient lighting fixtures at City Hall and the RCMP Detachment.
- New workstations for the RCMP Detachment.
- New storage facility at the RCMP Detachment.
- Installation of new carpets and energy efficient lighting at the Library.

- Initial works for the installation of an elevator at the Library / Art Gallery.
- Upgraded the heating/cooling control system (DDC) at the Library.
- Installation of traffic calming speed displays at Ecole Mountainview and Suwilaawks Community School.

## **Engineering**

- Coordinated the design, tender and construction of the highway intersection and initial roadway section of Industrial Way at the Skeena Industrial Development Park.
- Researched and implemented a shotcrete repair for the leaking Halliwell Reservoir reducing losses by over 95%.
- Completed the design and tender for the full reconstruction of 4500 Scott Avenue. Tenders came in well over budget so the project was completed by Roads and Drainage crews under the direction of Engineering staff.
- Commenced design for an extension to the Grand Trunk Pathway from Kalum Lake Road to Frank Street.
- Provide project management & technical support for the road re-surfacing program.

## **Roads**

- Completed the pulverizing and paving of over 3km of local roads including sections of McConnell, Straume, Agar, Greig and Apsley.
- Milled and resurfaced much of the downtown core including; Lakelse, Sparks and Kalum Streets.
- Fully reconstructed the 4500 block of Scott Avenue including new water and drainage piping.
- Upgraded the large drainage mains and catchbasins on Apsley Street.
- Installed pedestrian signals at the intersection of Kalum and Lakelse.
- Hard surfaced a parking lot at Ferry Island and the Wastewater Treatment Plant access road with asphalt millings from the Downtown paving program.

## Solid Waste

Three separate recycling pilots were carried out in 2012:

- Completed an Environmental Monitoring Program Study for the landfill and submitted it to the Ministry of Environment for review.
- Continued education and outreach programs around backyard composting, waste diversion and recycling alternatives.
- Continued with landfill closure planning and design.
- Produced over 1000m<sup>3</sup> of high quality growing medium using composted materials from the yard waste collection program blended with sand and soil collected from various City projects. The product will be used on many City park and boulevard projects.

## Sewer System Improvements

- At the Sewer Treatment Plant, A new variable frequency drive and programmable control was installed at the Wastewater Treatment Plant (WWTP).



*Sewage Treatment Lagoons*

- Headworks pump #2 was replaced to complete the current energy efficiency upgrades to the 35 year old lift system.
- An intensive program of vegetation management was implemented for the aerated lagoons at the WWTP.





*Wilson Street Pump House*

## **Water System**

- Finalized the Waterworks SCADA Master Plan and began Phase 1 of its implementation.
- Installed a new control building & upgraded controls at the Halliwell Reservoir.
- Completed leakage repairs at the Halliwell Reservoir.
- Replaced the entire water distribution network on the 4500 block of Scott Avenue including additional hydrants.

## **Vehicle Fleet**

- A new snow blower attachment for the loaders was added to the fleet to improve efficiency of road widening and Downtown snow clearing operations.
- A new tractor was purchased to replace the 20 year old John Deere for Leisure Services.
- Other vehicle replacements were two 1-tons (Leisure Services & Public Works) and a crew cab pick-up (Fire Department).

# ROYAL CANADIAN MOUNTED POLICE



The Terrace Detachment of the Royal Canadian Mounted Police provides front line, emergency policing services to the City of Terrace as well as the rural and unincorporated areas surrounding it. The unit is comprised of a mix of provincially and municipally funded front line officers and support staff. The service is an integrated and seamless one that provides a maximization of efficiency in the use of all resources in delivering policing services.

The Terrace Detachment is comprised of 65 staff, including 50 Regular Members (sworn police officers), 5 Public Service Employees and 12 Municipal Employees. Policing services are provided under a municipal contract, with the City of Terrace funding 25 Regular Member positions, and a provincial contract, with the Province of British Columbia funding 24 positions. Funding under both contracts is divided 70/30 with the Federal government. 12 of the Provincial positions based in Terrace provide services throughout the northwest, from Houston to the east, Haida Gwaii to the west, Kitimat to the south and Atlin to the north.

The Terrace Detachment also provides an enhanced police service under a tripartite agreement with the Provincial and Federal governments and the First Nations communities of Kitsumkalum and Kitselas. One First Nations Community Policing (FNP) position is currently funded under this agreement.

Four General Duty Watches, each consisting of a Corporal supervisor and 4 Constable investigators provide police services 24/7 to Terrace and the surrounding area. In support of General Duty, the Terrace Detachment includes a Forensic Identification Section, Police Dog Section, General Investigations/Drug Section, Crime Reduction Unit, Community Policing/Media Relations Unit, Victim Services, Records staff, Exhibit Custodian, and Court Liaison Officer. The Terrace Detachment also houses nine holding cells with full-time and part-time guard staff.



*(left to right): Inspector Dana Hart, Constable, Auxillary Constable Shelley Ullery, and Superintendent Rod Booth at the 25<sup>th</sup> Anniversary Celebration of the Kitsumkalum Totem Pole at the RCMP Detachment*

The Terrace Detachment is further supported by North Pacific Traffic Services, a Collision Reconstructionist Unit, the North Coast Emergency Response Team (ERT), a District Advisory NCO and a Staff Relations Representative. There is also a full-time Community Policing / Media Relations Officer who oversees a host of community programs and volunteer groups including Citizens on Patrol and Crime Stoppers, in addition to providing liaising with our local media.

A further enhancement of the Terrace Detachment is the dedicated team of Auxiliary Constables. Volunteering a minimum of 160 hours per year, in addition to augmenting the Regular Members and Auxiliary Constables perform a variety of community services at special events and throughout the year.

In 2012, there were a number of significant changes at Terrace Detachment. In addition to several new faces, Terrace RCMP have incorporated a number of measures and policies to enhance accountability, to both the RCMP and more importantly, to the people and communities we serve.



This past year, Terrace RCMP saw many successes and a few disappointments. To be an effective police service, it is important that all staff work in partnership with the communities they service. The public's trust is also paramount and is attained through accountability and professionalism.

On a daily basis, the members and staff of the Terrace Detachment face many challenges, often in an unpleasant environment. They do this because they want to make Terrace and the surrounding area a safe place for everyone to live, work and play. As a dedicated group of men and women, Terrace RCMP will continue to build on our relationships and provide an accountable and professional police service.



*Terrace RCMP Bike Patrol Members*

### **2012 Policing Priorities**

- To deter, disrupt & prevent drug and alcohol related crime
- To reduce property related crime (break & enter/mischief)
- To improve road safety by targeting impaired drivers and unsafe drivers
- Through partnerships and enforcement reduce the level of family violence

# *APPENDIX “A”*

## DECLARATION OF DISQUALIFICATIONS

There were no disqualifications made under section 111 of the Community Charter in 2012.

Alisa Thompson  
Corporate Administrator

# *APPENDIX "B"*

## PROPERTY TAX EXEMPTIONS

### City of Terrace Statement of Property Tax Exemptions

*For The Year Ended December 31, 2012*

In accordance with Section 98(2)(b) of the Community Charter, the following properties in the City of Terrace were provided permissive property tax exemptions by Council for 2011 in addition to any statutory exemptions provided by the Community Charter.

Name:	Address:	City Tax Value:	Other Tax Value:
Tourist Information Centre (Lease)	4511 Keith	\$5,108	\$1,793
Terrace Curling Association	3210 School	\$10,974	\$3,851
Womens' Aux to Hospital	4544 Lazelle	\$2,391	\$839
Terrace Elks	2822 Tetrault	\$1,231	\$693
Terrace Child Development Centre	2510 Eby	\$7,686	\$2,698
Terrace Child Development Centre	4665 Park	\$5,544	\$1,946
Kermode Friendship Society	3313 Kalum	\$5,169	\$2,913
Terrace Kitimat Airport Society	Airport	\$274,211	\$95,655
K'San House Society	4838 Lazelle	\$4,418	\$3,320
K'San House Society	4838 Lazelle	\$5,356	\$1,880
K'San House Society	2812 Hall	\$7,401	\$5,561
TEDA (Lease)	3224 Kalum	\$1,941	\$681
Seventh Day Adventists (All Nations Centre)	3312 Sparks	\$930	\$524
Terrace Beautification Society (Lease)	Greig	\$197	\$111
Congregation of Jehovah's Witnesses	2908 Eby	627	374
Trustees of Kingdom Hall	2906 Eby	626	374
Pentecostal Assemblies	3511 Eby	1,216	726
Anglican Synod Diocese	4505 Lazelle	216	129
Anglican Synod Diocese	4506 Lakelse	972	556
Knox United Church	4907 Lazelle	675	403
Christian and Missionary Alliance	4919 Agar	29	10
Seventh-Day Adventist Church	5401 McConnell	1,008	602
Terrace Evangelical Free Church	3302 Sparks	203	121
Terrace Evangelical Free Church	4640 Park	924	552



Uplands Baptist Church	5003 Halliwell	334	199
Christian Reformed Church	3602 Sparks	551	329
Terrace Gospel Hall	4802 Scott	255	152
Zion Baptist Church	2911 Sparks	930	556
Christ Lutheran Church	3227 Sparks	522	312
Pentecostal Assemblies	4643 Walsh	373	223
Skeena Valley Guru Nanak Soc.	4916 Medeek	899	537
Skeena Gursikh Society	4634 Walsh	691	412
Skeena Valley Baptist Church	3306 Griffiths	125	75
United Pentecostal Church of BC	5012 Agar	188	112
United Pentecostal Church of BC	5010 Agar	219	131
Salvation Army	3236 Kalum	870	520
Terrace Church of Christ	3406 Eby	401	239
Terrace & District Council for Social Resources	4623 Tuck	940	697
Northern Health Council	4720 Haugland	4,011	1,384
Northern Health Council	4707 Kerby	4,640	1,602
Roman Catholic Episcopal Corp.	4836 Straume	3,132	1,244
Terrace Calvin Christian School	3608 Sparks	4,087	1,411
Fisherman's Park	5831 Hwy 16 W	207	123
Parking (next to Kwinitza House)	4801 Hwy 16 W	1,890	652
George Little House	3100 Kalum St.	5,256	1,814
<b>Total Permissive Tax Exemptions for 2012</b>		<b>\$369,573</b>	<b>\$139,036</b>

# *APPENDIX “C”*

2012

## CONSOLIDATED FINANCIAL STATEMENTS

# **City of Terrace**

## **Consolidated Financial Statements**

**December 31, 2012**



# City of Terrace

December 31, 2012

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### **Consolidated Financial Statements**

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**CITY OF TERRACE  
COUNCIL - 2012**

**MAYOR  
DAVID PERNAROWSKI**

**COUNCILORS**

Bruce Bidgood  
Lynne Christiansen  
Jame Cordeiro  
Marilyn Davies  
Brian Downie  
Stacey Tyers

**APPOINTED OFFICIALS-2012**

Chief Administrative Officer  
Director of Finance  
Corporate Administrator  
Fire Chief  
Director of Public Works  
Director of Development Services  
Director of Leisure Services  
Corporate Lands Manager

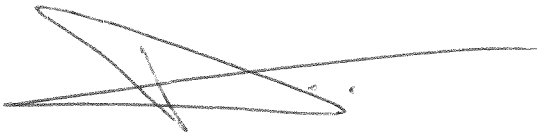
H. Avison  
R. Bowles  
A. Thompson  
J. Klie  
R. Schibli  
D. Block  
C. Didier  
H. Dusdal

## MANAGEMENT'S REPORT

The management of City of Terrace is responsible for the integrity of the accompanying consolidated financial statements. The consolidated financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles. The preparation of the consolidated financial statements necessarily includes some amounts which are based on the best estimates and careful judgement of management.

To assist in meeting its responsibility, management maintains accounting, budget and other internal controls. These controls provide reasonable assurance that transactions are appropriately authorized and accurately recorded, that assets are properly accounted for and safeguarded, in order that the integrity of financial records is maintained.

The consolidated financial statements have been audited by the independent firm of Carlyle Shepherd and Co. Their report to the Mayor and City Council, stating the scope of their examination and opinion on the consolidated financial statements accompanies this statement.



**DAVE PERNAROWSKI**  
MAYOR



**RON BOWLES**  
DIRECTOR OF FINANCE

## INDEPENDENT AUDITOR'S REPORT

**To the Mayor and Council  
City of Terrace**

### Report on the Financial Statements

We have audited the accompanying consolidated statement of financial position of the City of Terrace as at December 31, 2012 and the consolidated statements of operations, cash flows and changes in net financial assets for the year then ended and a summary of significant accounting policies.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal controls as management determines are necessary to enable the preparation of financial statements that are free of material misstatement, whether due to fraud or error.

### Auditor's Responsibility

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

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

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

### Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2012 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.



**Other Matters**

The comparatives are from financial statements audited by another firm of chartered accountants who issued an unqualified opinion dated April 27, 2012. Certain comparatives have been restated as detailed in note 16.

**Supplementary information**

Our audit was conducted for the purpose of forming an opinion on the financial statements of the City taken as a whole. The current year's supplementary information in Schedules 1 to 6 are presented for purposes of additional analysis. Such supplementary information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all materially respects, in relation to the financial statements taken as a whole

Terrace, BC  
May 13, 2013

*Carlyle Shepherd : Co.*

# City of Terrace

## CONSOLIDATED STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2012

	2012	2011
Restated		
<b>Financial Assets</b>		
Cash and short-term investments (Note 2)	\$ 8,479,267	\$ 9,237,999
Taxes receivable	410,816	342,974
Accounts receivable (Note 3)	2,671,838	1,329,297
Land held for resale (Note 15)	900,000	900,000
Municipal Finance Authority of BC - debt reserve (Note 4)	70,573	68,503
Note receivable - Terrace Community Forest Limited Partnership (Note 5)		50,000
Investment in related companies (Note 6)	141,881	132,341
	<b>12,674,375</b>	<b>12,061,114</b>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	3,325,794	2,852,119
Deposits and prepayments	1,108,529	990,385
Accrued vacation	580,628	540,070
Deferred revenue (Note 7)	184,915	191,284
Landfill closure liability	256,739	250,860
Long term debt (Note 8)	3,591,979	3,949,018
	<b>9,048,584</b>	<b>8,773,736</b>
<b>Net financial assets</b>	<b>3,625,791</b>	<b>3,287,378</b>
<b>Non-financial assets</b>		
Inventory and other	619,681	544,836
Land inventory	864,060	
Tangible capital assets (Note 9) (Schedule 2)	77,713,141	76,794,554
	<b>79,196,882</b>	<b>77,339,390</b>
<b>Accumulated surplus</b>	<b>82,822,672</b>	<b>80,626,768</b>
Accumulated surplus consists of:		
Operating fund	3,002,463	2,374,413
Internally restricted	864,060	
Reserves funds (Schedule 3)	4,834,989	5,406,820
Equity in tangible capital assets (Note 10)	74,121,160	72,845,535
	<b>\$82,822,672</b>	<b>\$80,626,768</b>

Approved by:



DAVE PERNAROWSKI  
MAYOR



RON BOWLES  
DIRECTOR OF FINANCE

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

# City of Terrace

## CONSOLIDATED STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2012

	2012	Budget	Restated 2011
<b>Revenues</b>			
Net taxes available for municipal purposes (Note 11.)	\$ 12,537,372	\$ 12,478,749	\$ 12,175,243
User fees and sale of goods and services	3,973,981	3,773,052	3,925,824
Government grants and transfers (Note 12.)	4,606,353	4,320,578	3,754,314
Investment income	174,276	118,000	176,443
Other revenue	227,958	21,800	240,043
	<b>21,519,940</b>	<b>20,712,179</b>	<b>20,271,867</b>
<b>Expenses</b>			
Protective services	4,690,946	4,980,526	4,521,020
Leisure services	3,551,325	3,454,989	3,417,434
Transportation and transit	2,637,604	2,902,001	3,071,921
Development services	1,715,866	1,341,627	1,479,725
General government	1,615,578	1,526,859	1,494,050
Waste management	274,685	355,916	292,937
Water operations	762,243	929,918	814,936
Sewer operations	514,404	665,765	735,121
Interest and bank charges	219,264	226,131	228,515
(Gain)/loss on disposal of tangible capital asset	51,738	-	113,325
Other services	60,391	60,850	47,296
Amortization of tangible capital assets	3,229,992	3,155,183	3,155,183
	<b>19,324,036</b>	<b>19,599,765</b>	<b>19,371,463</b>
<b>Annual surplus</b>	<b>2,195,904</b>	<b>1,112,414</b>	<b>900,404</b>
<b>Accumulated surplus, beginning of year</b>	<b>80,626,768</b>	<b>5,395,556</b>	<b>79,726,364</b>
<b>Accumulated surplus, end of year</b>	<b>\$ 82,822,672</b>	<b>\$ 6,507,970</b>	<b>\$ 80,626,768</b>

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

# City of Terrace

## CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS FOR THE YEAR ENDED DECEMBER 31, 2012

	2012	Budget	Restated 2011
<b>Annual surplus</b>	<b>\$ 2,195,904</b>	\$ 3,516,505	\$ 900,405
Acquisition of tangible capital assets	(4,222,803)	(4,086,836)	(4,005,793)
Amortization of tangible capital assets	3,229,992	3,155,183	3,155,183
(Gain)/loss on disposal of tangible capital asset	51,738	-	113,325
Proceeds on sale of tangible capital assets	22,488	-	33,221
Other adjustments	(938,906)	-	128,354
<b>Increase (decrease) in net financial assets</b>	<b>338,413</b>	2,584,852	324,695
<b>Net financial assets - beginning of year</b>	<b>3,287,378</b>	-	2,962,683
<b>Net financial assets - end of year</b>	<b>\$ 3,625,791</b>	\$ 2,584,852	\$ 3,287,378

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



# City of Terrace

## CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2012

	Note	2012	2011
<b>Operating transactions</b>			
Annual Surplus		\$ 2,195,904	\$ 900,404
Non-cash items:			
Amortization		3,229,992	3,155,182
(Increase) decrease in inventory and other		(938,906)	128,355
Changes to financial assets/liabilities:			
(Increase) Decrease in taxes receivable		(67,842)	166,618
Decrease (increase) in accounts receivable		(1,342,541)	(565,835)
Increase (decrease) in accounts payable and liabilities		479,556	323,115
Increase (decrease) in deposits and prepayments		118,144	43,794
Increase (decrease) in accrued vacation		40,558	5,919
Increase (decrease) in deferred revenue		(6,369)	6,690
<b>Cash provided (used) by operating transactions</b>		<b>3,708,496</b>	<b>4,164,242</b>
<b>Capital transactions</b>			
Acquisition of tangible capital assets		(4,222,803)	(4,005,793)
Proceeds from the disposal of tangible capital assets		22,487	33,221
(Gain)/loss on the disposal of tangible capital assets		51,737	113,325
<b>Cash applied to capital transactions</b>		<b>(4,148,579)</b>	<b>(3,859,247)</b>
<b>Financing and investing activities</b>			
Proceeds from debt issues		-	63,739
Debt repayment		(297,053)	(296,881)
(Increase) decrease in investment in related companies		(9,540)	(132,141)
Actuarial adjustments		(59,986)	(54,231)
Advance from Terrace Community Forest Limited Partnership		50,000	100,000
Decrease in MFA debt reserve		(2,070)	(1,917)
<b>Cash (provided) used in financing and investing activities</b>		<b>(318,649)</b>	<b>(321,431)</b>
<b>Increase (decrease) in cash position</b>		<b>(758,732)</b>	<b>(16,436)</b>
<b>Cash and cash equivalents - beginning of year</b>		<b>9,237,999</b>	<b>9,254,435</b>
<b>Cash and cash equivalents - end of year</b>		<b>\$ 8,479,267</b>	<b>\$ 9,237,999</b>

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

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

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### 1. Significant Accounting Policies

The consolidated financial statements of the City of Terrace (the City) are prepared by management in accordance with Canadian generally accepted accounting principles for municipal governments established by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants. The significant accounting policies are summarized as follows:

#### a) Basis of accounting

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues. Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified. Expenditures are accounted for in the period the goods and services are acquired and a liability is incurred or transfers are due.

#### b) Fund accounting

Funds within the consolidated financial statements consists of the operating, capital and reserves funds. Transactions between funds are recorded as inter fund transfers.

Operating Fund	This fund, consisting of the general, water and sewer operating funds, comprises the operating costs of the services provided by the City.
Capital Fund	This fund, consisting of the general, water and sewer capital funds, comprises property, plant and equipment expenditures and related financing.
Reserves Fund	The reserves fund has been established to hold assets for specific future purposes as approved by City Council. Allowable transfers to and from these funds are defined in reserve fund establishment bylaws.

#### c) Tangible capital assets

Tangible capital assets, comprised of capital assets and capital work-in-progress, are recorded at cost less accumulated amortization and are classified according to their functional use. Amortization is recorded on a straight-line basis over the estimated useful life of the asset commencing the year the asset is put in to service. Donated tangible capital assets are reported at fair value at the time of donation. Estimated useful lives are as follows:

Land improvements	20 years
Buildings	20 to 50 years
Furniture, equipment and technology	5 to 20 years
Motor vehicles	13 to 20 years
Transportation infrastructure	25 to 50 years
Storm sewer	50 years
Dyke and erosion protection	25 years
Water infrastructure	50 years
Sanitary sewer infrastructure	50 years

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

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### 1. Significant Accounting Policies (continued)

#### c) Tangible capital assets (continued)

Inventories held for consumption are recorded at the lower of cost and replacement cost.

#### d) Land held for resale

Land held for resale is recorded at the lower of cost and net realizable value. Cost includes amounts for land acquisition and improvements to prepare the land for sale.

#### e) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenue over expenses, provides the consolidated change in net financial assets for the year.

#### f) Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. It is reasonably possible that circumstances may arise that cause actual results to differ from management estimates, however, management does not believe it is likely that such differences will materially affect the City's financial position. Adjustments, if any, will be reflected in operations in the period of settlement.

Significant areas requiring the use of management estimates relate to amortization of tangible capital assets, the collectibility of accounts and taxes receivable and landfill closure liability.

#### g) Financial instruments

The City's financial instruments consist of cash, short-term investments, accounts receivable, accounts payable and long-term debt. Unless otherwise noted, it is management's opinion that the City is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

#### h) Reporting entity and principles of financial reporting

The City's reporting entity includes the operations of the City of Terrace municipal government and all related entities which are either owned or controlled by the City of Terrace.

Business entities which are owned or controlled by the City are included in the consolidated financial statements using the modified equity method. These include:

- Terrace Community Forest Limited (City owns 100% of the issued common shares)
- Terrace Community Forest Limited Partnership (City holds a 99% limited partner interest and Terrace Community Forest Limited holds a 1% general partner interest)

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

### 2. Cash and short-term investments

Cash and short-term investments are comprised of cash on deposit and investments as follows:

	2012	2011
Municipal Finance Authority of B.C. investments:		
Money market fund	\$ 6,164,097	\$ 7,341,175
Short-term bond and intermediate funds	1,579,877	1,550,613
Care fund investment	184,915	
	<b>7,928,889</b>	8,891,788
Cash	550,377	346,211
	<b>\$ 8,479,267</b>	<b>\$ 9,237,999</b>

The City has an authorized bank overdraft limit of three quarters of a million dollars at prime minus 0.25% to ensure cash flow demands are met during the year.

### 3. Accounts receivable

	2012	2011
Government grants receivable:		
Investment Canada	\$	\$ 6,756
RCMP Commanding Officer of East Division	31,000	51,219
Provincial		
Ministry of Community Development - Towns for tomorrow	375,000	375,000
Ministry of Community Development - Build Canada Fund	1,136,153	23,637
Ministry of Community Development - BC Brownfield renewal funding	61,797	80,000
Ministry of Housing and Social Development - Gaming revenue	151,280	142,571
Ministry of Community Development - Cycling infrastructure	25,600	24,000
Emergency Management BC	1,500	2,604
UBCM - Gas Tax	5,000	
UBCM - Operational Fuel Management		4,000
Northern Development Initiative Trust	35,028	32,500
Regional District of Kitimat-Stikine - cost sharing	27,424	28,005
Trade receivable - sewer and water	57,501	49,229
HST/GST rebate	414,878	176,365
RCMP prisoner cost reimbursement	35,086	77,229
Other	314,591	256,182
	<b>\$ 2,671,838</b>	<b>\$ 1,329,297</b>



# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

### 4. Municipal Finance Authority of B.C. - debt reserve

The Municipal Finance Authority of British Columbia ("MFA") provides capital financing for regional districts and their member municipalities. The MFA is required to establish a Debt Reserve Fund. Each regional district, through its member municipalities who share in the proceeds of a debt issue, is required to pay into the Debt Reserve Fund certain amounts set out in the debt agreements. The MFA pays into the Debt Reserve Fund these monies from which interest earned thereon less administrative expenses becomes an obligation to the regional districts. It must then use this fund, if at any time there are insufficient funds, to meet payments on its obligations. If this occurs the regional districts may be called upon to restore the fund. Upon the maturity of a debt issue the unused portion of the Debt Reserve Fund established for that issue will be discharged to the Municipality.

### 5. Note receivable - Terrace Community Forest Limited Partnership

The note receivable from Terrace Community Forest Limited Partnership was paid in full in 2012, including accumulated interest due (see Note 1h).

### 6. Investment in related companies

	2012	2011
<b>Terrace Community Forest Limited (100% ownership) - modified equity basis</b>		
Shares	\$ 100	\$ 100
Investment (modified equity basis)	1,540	1,321
	<b>1,640</b>	<b>1,421</b>
<b>Terrace Community Forest Limited Partnership (99% limited partnership interest)</b>		
Capital contribution	100	100
Investment (modified equity basis)	140,141	130,820
	<b>140,241</b>	<b>130,920</b>
	<b>\$ 141,881</b>	<b>\$ 132,341</b>

Where the modified equity method would result in a value less than the original cost of the investment, the investment is accounted for at original cost.

### 7. Deferred revenue

Included in deferred revenue is the following:

	2012	2011
<b>Provincial government contributions:</b>		
UBCM Federal Gas Tax Community Works Fund reserve	\$	\$ 14,263
Perpetual care (cemetery) care fund	184,915	177,021

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

### 7. Deferred revenue (continued)

	2012	2011
	<b>\$ 184,915</b>	<b>\$ 191,284</b>

The use of perpetual care (cemetery) fund monies, together with any earnings thereon, is restricted by legislation. Revenue of this fund is recognized in the period monies are used for the purpose specified.

#### UBCM Federal Gas Tax Agreement Community Works Fund

Gas tax funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the Municipality and the Union of B.C. 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.

### 8. Long term debt

	2012	2011
Municipal Finance Authority of British Columbia ("MFA")		
Municipal Finance Authority of British Columbia debenture debt is reported net of estimated sinking fund asset balances. Debenture debt matures in 2013 to 2029 and debenture debt annual interest rates range from 4.13% to 7.625%.	<b>\$ 2,841,979</b>	<b>\$ 3,049,018</b>
Northern Development Initiative Trust loan ("NDI")		
Northern Development Initiative Trust loan is non-interest bearing with repayment in equal annual payments of \$150,000.	<b>750,000</b>	<b>900,000</b>
	<b>\$ 3,591,979</b>	<b>\$ 3,949,018</b>

Principal payment required on long term debt for the next five years is as follows:

	2013	2014	2015	2016	2017
MFA					
Principal payment	<b>\$ 147,054</b>	<b>\$ 146,769</b>	<b>\$ 106,502</b>	<b>\$ 106,502</b>	<b>\$ 106,502</b>
Actuarial addition	<b>69,171</b>	<b>78,302</b>	<b>78,302</b>	<b>24,709</b>	<b>35,415</b>
	<b>216,225</b>	<b>225,071</b>	<b>184,804</b>	<b>131,211</b>	<b>141,917</b>
NDI					
Principal payment	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
	<b>\$ 366,225</b>	<b>\$ 375,071</b>	<b>\$ 334,804</b>	<b>\$ 281,211</b>	<b>\$ 291,917</b>

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

### 9. Tangible capital assets

	2012	2011
Land - cost	<b>\$ 10,647,109</b>	\$ 10,636,407
Land Improvements - cost	<b>1,969,199</b>	2,074,413
Buildings - cost	<b>13,345,196</b>	13,952,663
Motor vehicles	<b>2,712,358</b>	2,796,077
Furniture, equipment and technology	<b>637,594</b>	500,397
Transportation infrastructure	<b>21,619,181</b>	20,918,392
Water infrastructure	<b>9,197,825</b>	9,186,242
Sanitary sewer infrastructure	<b>8,815,227</b>	9,175,167
Storm sewer	<b>7,345,306</b>	7,452,043
	<b>76,288,995</b>	76,691,801
Assets under construction	<b>1,424,146</b>	102,753
	<b>\$ 77,713,141</b>	\$ 76,794,554

For additional information, see the Consolidated Schedule of Tangible Capital Assets (Schedule 2).

### 10. Equity in tangible capital assets

Equity in tangible capital assets represents the net book value of total capital assets less long term obligations assumed to acquire those assets. The change in consolidated equity in tangible capital assets is as follows:

	2012	2011
Increases:		
Capital acquisitions	<b>\$ 4,222,803</b>	\$ 4,005,793
Retirement of debt - principal repayment	<b>297,052</b>	296,881
-actuarial adjustment	<b>59,986</b>	54,231
Decreases:		
Proceeds from issue of debt		(63,739)
Dispositions at net book value	<b>(74,224)</b>	(146,546)
Amortization	<b>(3,229,992)</b>	(3,155,182)
<b>Change in equity in tangible capital assets</b>	<b>1,275,625</b>	991,438
Equity in tangible capital assets - beginning of year	<b>72,845,535</b>	71,854,097
<b>Equity in tangible capital assets - end of year</b>	<b>\$ 74,121,160</b>	\$ 72,845,535

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

### 11. Net taxes available for municipal purposes

	2012	2011
Taxes:		
Property	\$ 17,137,024	\$ 16,772,929
Frontage Taxes	648,507	644,509
Utility Fees	452,016	444,350
Revenue in lieu of taxes	352,372	350,754
Penalties and interest on taxes	86,377	125,901
	<b>18,676,296</b>	<b>18,338,443</b>
Less taxes on behalf of:		
School	4,783,689	4,826,469
North West Regional Hospital District	918,174	811,998
Regional District of Kitimat-Stikine	347,794	433,859
B.C. Assessment Authority	89,003	90,615
Municipal Finance Authority	264	259
	<b>6,138,924</b>	<b>6,163,200</b>
<b>Net taxes available for municipal purposes</b>	<b>\$ 12,537,372</b>	<b>\$ 12,175,243</b>

### 12. Government grants and transfers

The following government grants and transfers have been included in revenues:

	2012	2011
Capital project grants		
- Federal	\$ 50,000	\$ 82,937
- Provincial	1,234,945	694,885
Regional District / Other	537,738	360,248
	<b>1,822,683</b>	<b>1,138,070</b>
Operating grants and transfers		
- Federal	17,232	17,169
- Provincial	1,593,164	1,571,926
Regional District / Other	1,173,274	1,027,148
	<b>2,783,670</b>	<b>2,616,243</b>
	<b>\$ 4,606,353</b>	<b>\$ 3,754,313</b>



# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

### 13. Commitments and contingencies

#### a) Capital requirements

City Council has approved a 2012 - 2016 tangible capital expenditure financial plan of \$16,336,375. The 2013 requirement of \$3,804,400 is to be funded as follows:

	2013
Operating funds	\$ 3,304,400
Grants	500,000
	<b>\$ 3,804,400</b>

#### b) Pension plan

The City of Terrace and its employees contribute to the Municipal Pension Plan (the Plan), a jointly-trusted 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 governments.

The most recent actuarial valuation as at December 31, 2009 indicated an unfunded liability of \$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 cost to individual entities participating in the plan.

The City of Terrace paid \$524,978 for employer contributions to the plan in fiscal 2012 (\$477,990 in 2011).

#### c) Third party claims

The City is involved in certain legal actions, the outcome of which is uncertain at this time. Accordingly, no provision has been made in the accounts for these actions.

#### d) B.C. Assessment Authority appeals

Due to the uncertainty of the outcome of appeals to the B.C. Assessment Authority, it is not possible to accurately estimate any liability to repay taxes or any asset for taxes receivable. It is the policy of the City to record the effect of any tax adjustments relating to outstanding appeals in the year the taxes are repaid or received.

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

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### e) Contingent liabilities

- (i) The City, as a member of the Regional District of Kitimat-Stikine, is jointly and severally liable for their net capital liabilities.
- (ii) The loan agreements with the Municipal Finance Authority ("MFA") provide that if the MFA does not have sufficient funds to meet payments on its obligations it shall make payments from the Debt Reserve Fund which in turn is established by a similar Debt Reserve Fund in the City and all other borrowing participants. If the Debt Reserve Fund is deficient the MFA's obligations become a liability of the Regional District and may become a liability of the participating municipalities.

### 14. Related party transactions

The following is a summary of the City's related party transactions:

	2012	2011
<hr/>		
Terrace Community Forest Limited Partnership		
Contract services expense	\$	\$ 207,834
	<hr/>	<hr/>
	\$	\$ 207,834
	<hr/>	<hr/>

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

### 15. Land held for resale

On February 15, 2013, the City of Terrace entered into a 10-year agreement to lease 20 acres of land held for resale to Yaurun Wood Co. Ltd of Burns Lake, BC. The lease is for \$120,000 per year plus property taxes. As a result, this land with a cost of \$900,000 (combined 2013 assessment of \$1,824,000) will be reclassified to tangible capital assets. A transfer of \$752,522 will be made from reserve equity, as a funding source.

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2012

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### 16. Prior period adjustments

In the 2012 fiscal year, the City restated its financial statements for a retroactive adjustment to accounting policy, recording construction deposits as revenue and accumulating the amount as surplus, in the capital reserve fund.

Adjustments to 2011 Accumulated Surplus	
Accumulated surplus, as previously reported	\$ 79,801,398
Capital reserve fund adjustment	825,370
	<hr/>
	\$ 80,626,768
<hr/>	
Adjustments to 2011 Accumulated Surplus	
Annual surplus, as previously reported	\$ 909,150
Development services expenses adjustment	(8,746)
	<hr/>
	\$ 900,404
	<hr/>

### 17. Rounding differences

Rounding differences are as a result of new software being used to prepare the financial statements.

# City of Terrace

## CONSOLIDATED SCHEDULE OF SEGMENTED REVENUE AND EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 1)

	Protective services	Leisure services	Transportation and transit	Development services	General government	Waste management
<b>Revenue</b>						
Net taxes available for municipal purposes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
User fees and sale of goods and services	227,047	874,974	644,158	457,306	-	355,836
Government grants and transfers	166,241	927,382	1,609,218	268,404	1,255,062	39,338
Investment income	-	-	-	-	-	-
Other revenue	6,150	10,000	-	-	172,268	-
	<b>399,438</b>	<b>1,812,356</b>	<b>2,253,376</b>	<b>725,710</b>	<b>1,427,330</b>	<b>395,174</b>
<b>Expenses</b>						
Salaries and wages	2,158,377	1,461,738	693,397	970,671	1,128,264	184,300
Goods and services	2,532,570	2,089,586	1,944,206	745,195	487,315	90,386
Interest and bank charges	-	189,459	6,537	8,748	14,519	-
Amortization of tangible capital assets	140,240	792,935	1,516,512	6,692	126,066	-
(Gain)/loss on disposal of tangible capital asset	-	(8,166)	59,422	-	-	-
	<b>4,831,187</b>	<b>4,525,552</b>	<b>4,220,074</b>	<b>1,731,306</b>	<b>1,756,164</b>	<b>274,686</b>
<b>Excess (deficiency) of revenue over expenses</b>	<b>\$ (4,431,749)</b>	<b>\$ (2,713,196)</b>	<b>\$ (1,966,698)</b>	<b>\$ (1,005,596)</b>	<b>\$ (328,834)</b>	<b>\$ 120,488</b>

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



# City of Terrace

## CONSOLIDATED SCHEDULE OF SEGMENTED REVENUE AND EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 1)

	Water operations	Sewer operations	Other services	Unallocated	2012	2011	2012 Budget (Unaudited)
<b>Revenue</b>							
Net taxes available for municipal purposes	\$ -	\$ -	\$ -	\$ 12,537,372	\$ 12,537,372	\$ 12,175,243	\$ 12,478,749
User fees and sale of goods and services	931,724	442,132	40,803	-	3,973,981	3,925,824	3,773,052
Government grants and transfers	317,976	22,732	-	-	4,606,353	3,754,314	4,320,578
Investment income	-	-	-	174,276	174,276	176,443	118,000
Other revenue	-	-	-	39,540	227,958	240,043	21,800
	1,249,700	464,864	40,803	12,751,188	21,519,940	20,271,867	20,712,179
<b>Expenses</b>							
Salaries and wages	257,107	165,321	41,538	-	7,060,712	6,733,031	7,603,334
Goods and services	505,137	349,083	18,853	-	8,762,330	9,141,408	9,366,209
Interest and bank charges	-	-	-	-	219,264	228,515	226,131
Amortization of tangible capital assets	287,606	359,940	-	-	3,229,992	3,155,183	3,155,183
(Gain)/loss on disposal of tangible capital asset	482	-	-	-	51,738	113,325	-
	1,050,332	874,344	60,391	-	19,324,036	19,371,462	20,350,857
<b>Excess (deficiency) of revenue over expenses</b>	\$ 199,368	\$ (409,480)	\$ (19,588)	\$ 12,751,188	\$ 2,195,904	\$ 900,405	\$ 361,322

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

# City of Terrace

## SCHEDULE OF TANGIBLE CAPITAL ASSETS FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 2)

	Cost				Accumulated Amortization				Net book value 2012	Net book value 2011
	Opening Balance	Additions	Disposals	Ending balance	Opening Balance	Amortization	Accumulated amortization on disposals	Ending balance		
Land	\$ 10,636,407	\$ 10,702	\$ -	\$ 10,647,109	\$ -	\$ -	\$ -	\$ -	\$ 10,647,109	\$ 10,636,407
Land Improvements	3,957,824	65,325	-	4,023,149	1,883,410	170,540	-	2,053,950	1,969,199	2,074,414
Buildings	23,366,174	108,373	-	23,474,547	9,413,511	715,840	-	10,129,351	13,345,196	13,952,663
Motor Vehicles	4,875,501	160,483	(174,440)	4,861,544	2,079,424	236,702	(166,940)	2,149,186	2,712,358	2,796,077
Furniture, equipment and technology	1,552,629	267,440	-	1,820,069	1,052,233	130,242	-	1,182,475	637,594	500,396
Transportation infrastructure	41,906,822	1,841,082	(411,550)	43,336,354	20,988,430	1,092,531	(363,788)	21,717,173	21,619,181	20,918,392
Water infrastructure	15,120,628	299,671	(8,029)	15,412,270	5,934,386	287,606	(7,547)	6,214,445	9,197,825	9,186,242
Sanitary sewer infrastructure	15,142,121	-	-	15,142,121	5,966,954	359,940	-	6,326,894	8,815,227	9,175,167
Storm sewer	11,903,243	148,333	(29,364)	12,022,212	4,451,199	236,591	(10,884)	4,676,906	7,345,306	7,452,044
Assets under construction	102,753	1,321,393	-	1,424,146	-	-	-	-	1,424,146	102,753
	\$ 128,564,102	\$ 4,222,802	\$ (623,383)	\$ 132,163,521	\$ 51,769,547	\$ 3,229,992	\$ (549,159)	\$ 54,450,380	\$ 77,713,141	\$ 76,794,555

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

# City of Terrace

## CONSOLIDATED SCHEDULE OF RESERVE FUND ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 3)

2012

	Machinery and equipment	Capital works	Contingency	Community Foundation	Land acquisition	Parking space	Parks acquisition	Total
<b>Balance - Beginning of Year</b>	\$ 2,426,344	\$ 1,880,690	\$ 753,522	\$ 50,923	\$ 120,838	\$ 141,553	\$ 32,950	\$ 5,406,820
Transfers in	530,669	47,264	-	-	-	-	-	577,933
Investment income	41,982	15,619	-	-	1,788	2,095	488	61,972
Contributions	-	-	-	-	-	-	13,000	13,000
Transfers out	(1,160,482)	-	-	(50,923)	(13,331)	-	-	(1,224,736)
<b>Balance - End of year</b>	\$ 1,838,513	\$ 1,943,573	\$ 753,522	\$ -	\$ 109,295	\$ 143,648	\$ 46,438	\$ 4,834,989

\*\*\*Contingency is part of the Capital Works Reserve\*\*\*

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

# City of Terrace

## SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 4)

	2012	Budget	2011
<b>Protectice services:</b>			
Police and law enforcement	\$ 3,170,514	\$ 3,358,549	\$ 3,031,185
Fire Protection	1,480,712	1,621,977	1,470,082
Operational projects	39,721	-	19,754
Amortization of tangible capital assets	140,240	-	136,769
(Gain)/loss on disposal of tangible capital asset	-	-	8,000
	<b>\$ 4,831,187</b>	<b>\$ 4,980,526</b>	<b>\$ 4,665,790</b>
<b>Leisure services:</b>			
Pool	\$ 1,022,042	\$ 1,068,985	\$ 990,571
Arena	674,752	640,701	636,343
Parks	253,605	337,612	279,974
Recreation Programs	150,780	152,747	159,564
Administration	247,415	249,420	240,917
Terrace Public Library funding	562,938	-	548,116
Grants to community organizations	147,785	-	137,533
Fee for service contracts	352,455	-	334,270
Operational projects	139,552	-	90,147
Interest and bank charges	189,459	-	189,458
Amortization of tangible capital assets	792,935	-	793,012
(Gain)/loss on disposal of tangible capital asset	(8,166)	-	-
	<b>\$ 4,525,552</b>	<b>\$ 2,449,465</b>	<b>\$ 4,399,905</b>
<b>Transport and transit services:</b>			
Roads and streets	\$ 901,751	\$ 1,149,020	\$ 1,025,283
Building maintenance	401,586	414,712	388,989
Transit	516,190	546,000	493,100
Street and traffic lights	314,531	292,522	279,313
Administration	255,179	265,550	237,386
Shop	87,078	87,642	81,855
Inventory	148,986	146,555	148,560
Operational projects	12,302	-	417,435
Interest and bank charges	6,537	-	8,142
Amortization of tangible capital assets	1,516,512	-	1,473,049
(Gain)/loss on disposal of tangible capital asset	59,422	-	78,059
	<b>\$ 4,220,074</b>	<b>\$ 2,902,001</b>	<b>\$ 4,631,171</b>

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

# City of Terrace

## SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 4)

	2012	Budget	2011
<b>Development services:</b>			
Building inspection and licensing	\$ 212,905	\$ 247,494	\$ 216,385
Development	214,089	210,081	212,786
Animal control	238,418	242,721	232,665
Economic Development and tourism	225,052	165,000	165,074
Land	4,305	1	
Planning	171,869	162,846	153,295
Drafting	171,921	167,522	160,306
Engineering	99,918	103,766	65,336
Bylaw enforcement	36,425	42,196	38,947
Operational projects	340,964	-	234,930
Interest and bank charges	8,748	-	10,013
Amortization of tangible capital assets	6,692	-	6,692
	<b>\$ 1,731,306</b>	<b>\$ 1,341,627</b>	<b>\$ 1,496,429</b>
<b>General government services:</b>			
Finance	\$ 685,909	\$ 642,561	\$ 610,770
Administration	472,365	462,106	426,207
Legislative	182,092	214,005	195,775
Insurance and other	100,848	106,927	111,654
Common services	113,035	101,260	84,662
Operational projects	61,330	-	64,982
Interest and bank charges	14,519	-	13,598
Amortization of tangible capital assets	126,066	-	98,751
(Gain)/loss on disposal of tangible capital asset		-	7,814
	<b>1,756,164</b>	<b>1,526,859</b>	<b>1,614,213</b>
<b>Waste management:</b>			
Waste	274,686	274,685	292,937

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



# City of Terrace

## SCHEDULE OF EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 4)

<b>Water operations:</b>			
Administration	<b>32,059</b>	186,725	186,098
Hydrants	<b>45,064</b>	57,959	35,853
Treatment and supplies	<b>280,480</b>	317,734	279,264
Distribution and maintenance	<b>358,624</b>	360,000	341,830
Operational projects	<b>46,017</b>	-	104,186
Amortization of tangible capital assets	<b>287,606</b>	-	287,361
(Gain)/loss on disposal of tangible capital asset	<b>482</b>	-	
	<b>1,050,332</b>	922,418	1,234,592
<b>Sewer operations:</b>			
Administration	<b>32,525</b>	211,698	204,122
Maintenance and operations	<b>144,626</b>	140,100	188,548
Sewer Treatment Plant	<b>293,644</b>	313,967	252,112
Operational projects	<b>43,609</b>	-	265,340
Interest and bank charges		136	
Amortization of tangible capital assets	<b>359,940</b>	-	359,548
<b>Other services:</b>			
Cemetery	<b>\$ 60,391</b>	\$ 60,850	\$ 47,296

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

# City of Terrace

## SCHEDULE OF DEBT FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 5)

Bylaw No.	Purpose	Maturity Date	Amount of issue	Amount matured 2012	Interest paid 2012	Future annual principal	Future actuarial capitalization	Total liability 2012
<b>General</b>								
1307	LIP Paving	2013	\$ 34,530	\$ 283	\$ 796	\$ 284	\$ 431	715
1364	Library Expansion	2014	1,235,000	37,350	61,750	74,698	109,568	184,267
1789	LIP Paving	2014	36,690	2,917	1,825	5,834	3,001	8,835
1866	Sportsplex	2029	1,575,000	52,891	65,048	899,152	510,743	1,409,895
1867	Arena Retrofit	2028	1,200,000	40,298	55,800	644,770	384,106	1,028,876
1867	Arena Retrofit #2	2029	140,000	4,701	6,860	79,926	45,398	125,324
1882	LAS Paving	2018	32,194	2,682	1,497	16,088	4,720	20,808
1883	LAS Paving	2018	7,473	622	347	3,736	1,094	4,830
1965	LAS Davis	2021	63,739	5,309	2,072	47,780	10,650	58,430
			\$ 4,324,626	\$ 147,053	\$ 195,995	\$ 1,772,268	\$ 1,069,711	\$ 2,841,980

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

# City of Terrace

## ASSESSMENT AND TAX RATE STATISTICS FOR THE YEAR ENDED DECEMBER 31, 2012

(Schedule 6)

Property Class			Tax Rates General, Debt and Transit		School Tax		Levy for other Governments	
	2012	2011	2012	2011	2012	2011	2012	2011
1. Residential	\$ 797,666,800	\$ 757,034,100	6.5900	6.7350	<b>3.8840</b>	<b>4.0275</b>	<b>0.9668</b>	<b>1.0333</b>
2. Utilities	3,446,335	3,452,990	69.1650	60.8360	<b>14.2000</b>	<b>14.1000</b>	<b>3.6860</b>	<b>3.9111</b>
4. Major Industry	2,527,000	2,532,000	57.7980	56.1190	<b>2.5600</b>	<b>2.6400</b>	<b>3.5960</b>	<b>3.8131</b>
5. Light Industry	5,394,200	5,456,900	53.4280	51.0020	<b>2.5600</b>	<b>2.6400</b>	<b>3.2690</b>	<b>3.4913</b>
6. Business/Other	179,818,250	186,716,700	27.8470	26.1260	<b>6.4000</b>	<b>6.6000</b>	<b>2.4078</b>	<b>2.5691</b>
8. Recreation/Non-profit	308,900	298,700	8.6600	7.8680	<b>3.4000</b>	<b>3.4000</b>	<b>0.9668</b>	<b>1.0333</b>
9. Farm	52,990	42,958	32.0100	35.6750	<b>3.4500</b>	<b>3.4000</b>	<b>0.9668</b>	<b>1.0333</b>
<b>Total Assessment</b>	<b>\$ 989,214,475</b>	<b>\$ 955,534,348</b>						

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