



THE CITY OF
TERRACE

City of Terrace

2020 ANNUAL REPORT

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We acknowledge that it is an honour to live, work, and play on the Laxyuubm Tsimshian, Kitsumkalum and Kitselas, toyaxsuut nuusm.

MESSAGE FROM THE MAYOR



Carol Leclerc



The following is the City of Terrace's 2020 Annual Report. Each year, the City prepares an annual report which includes audited financial statements and other financial information, a report of the municipal services and operations for that year, and a description of our objectives to provide clear information to the public regarding our activities.

Terrace is located on the traditional and unceded territories of the Tsimshian First Nations. We are fortunate to have positive working relationships with the Kitselas, Kitsumkalum, and Nisga'a First Nations.

Council identified six strategic focus areas late in 2018 and directed staff to focus on these priorities. These focus areas include: increase City revenues, responsible asset management, value our natural assets and lifestyle, enhance civic pride, advocate for community social and environmental issues, and manage the impacts of growth.

To say 2020 was an unprecedented year would be an understatement. The COVID-19 pandemic affected all aspects of our everyday living. I want to thank City staff for their diligence, flexibility, and resiliency throughout these unprecedented times. They had to rethink the way business was conducted to meet ever-changing orders and regulations. Many creative solutions were made in response to the challenges staff faced. They continued to make sure that the needs of the community were met while diligently following all Provincial Health Orders.

In 2020, despite the COVID-19 pandemic, large-scale economic activity remained positive in the region overall. Council continued their pursuit to capture revenues from the major projects taking place just outside of City limits in order to offset the

pressures being realized due to increasing regional economic activity, by way of lobbying the provincial government, continuing work as part of the Northwest BC Resource Benefits Alliance, and preparing a video submission to the Select Standing Committee on Finance and Government Service's 2021 budget consultation regarding the economic impacts of the LNG Canada project on our community. We continue to move forward on our Asset Management Plan to ensure that we are making the best investment decisions for our infrastructure assets.

Right: Mayor Carol Leclerc provided several video updates from her backyard during the early days of the COVID-19 pandemic to help explain the City's role in pandemic protocols and convey the importance of following the recommendations from provincial health authorities.



In response to the COVID-19 pandemic, the City worked in partnership with the Regional District of Kitimat-Stikine, Community Futures 16/37, Terrace & District Chamber of Commerce, and the Kermodei Tourism Society to form the Terrace and District Economic Response Team. The Terrace and District Economic Response Team hosted several webinars and information sessions for the public and business community and were able to effectively help keep everyone apprised of the ongoing changes and where to find the supports they may need during these challenging times.

Homelessness and downtown security continued to be an issue in 2020. Two additional, seasonal Bylaw Compliance Officers were hired to provide security in the downtown. Bylaw Officers routinely engaged with the homeless population in the downtown to develop a positive relationship with those community members dealing with housing and addictions challenges. Council lobbied the provincial government for additional mental health and wellness supports and resources in our community, and will continue to represent the needs of Terrace to all levels of government to ensure that the community continues to be vibrant and healthy moving forward.

We are continually working to strengthen and foster our relationships with local First Nations communities. We hosted a successful Community to Community Forum between City Council and the Nisga'a Lisims Government, and look forward to further Community to Community Forums and meetings with other First Nations in years to come.

We were grateful to receive a \$2.7 million grant from the Province in 2020, the COVID-19 Safe Restart Grant. This grant is intended to support local governments as we deal with increased operating costs and lower revenues due to the pandemic. We were also very thankful to receive additional Northern Capital and Planning Grant funds of \$6.5 million.

Unfortunately, in 2020 a number of community celebrations and important gatherings were unable to take place; yet, as a community we managed to survive the many restrictions, physical distancing, constant unknowns, and unfavourable weather 2020 threw at us to ensure that our community remained strong and resilient.

We always welcome the public at Council meetings and Committee of the Whole meetings, virtually or in-person once it is permitted. Follow us on Facebook and please share your ideas and feedback with us so we can continue to make Terrace the best it can be.

CAROL LECLERC
Mayor

SAYING SO LONG TO THE OUTGOING CHIEF ADMINISTRATIVE OFFICER

♦
Heather Avison



On November 20, 2020, the City of Terrace said so long to Heather Avison, who retired from her position as Chief Administrative Officer.

Heather was hired on March 18, 1992, as a part-time Secretary I for Planning and Public Works. In March 1996, she became a full-time employee at the city. She was active in CUPE Local 2012 as a Recording Secretary. Heather continued to work in planning roles until 2006, when she moved to City Hall where she was Executive Assistant - Corporate Administration/Personnel. In 2008, she became the Deputy Corporate Administrator/ Human Resources Manager and then became the Corporate Administrator in 2010.

Heather has overseen several elections for the City and coordinated the training of newly elected councils from across the northwest. She has been active with her professional association, the Local Government Management Association. Heather suggested the LGMA feature a community in each issue of the LGMA and wrote the first one—about Terrace, of course. The LGMA continues this practice.

Since her start at the City, Heather was involved in planning the Children's Christmas Party for the children of employees.

In 2012, Heather became CAO after serving as interim CAO for a number of months. Her long work experience with the City and dedication to the community and the city as an organization made her an excellent choice.

Heather always encouraged career growth among the City's employees through succession planning, just like she herself had moved up from a part-time secretary to become the CAO.

We wish Heather all the best in her well-deserved retirement!

**"It's been a really wonderful experience. I've had an incredible opportunity. Starting as a part-time planning secretary, I never imagined that I would have an opportunity to be the CAO, and it's been a real honour to serve in that capacity for the community that I grew up in."
– Heather Avison**

MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER

♦
Kris Boland



Having joined the City of Terrace as the new Chief Administrative Officer in December 2020, I wasn't involved in the vast majority of projects and work that are detailed within this report. However, I certainly do appreciate the efforts of staff over the past year in moving forward the strategic priorities of Council and the community, in addition to delivering the many day-to-day services we all enjoy as residents of the community.

The City is experiencing significant growth lately, largely related to major industrial developments occurring in the region such as LNG Canada's facility in Kitimat and the expansion of the Port of Prince Rupert.

Additional projects, such as mining operations a few hours north of Terrace, are also influencing the City due to our nature as the hub of the northwest. Residential growth is occurring, work is beginning on the replacement of Mills Memorial Hospital, and Coast Mountain College is expanding. With a growing community comes pressure on staff to meet increasing service demands; however, this is limited by the City's finite resources and limited tax base.

I would like to recognize all of the staff at the City who take pride in their work and their ability to have a positive influence on the community. I am extremely proud and privileged to be a part of the team, and I look forward to the opportunity to continue working with Mayor and Council, staff, local First Nations, and partner organizations to ensure Terrace is a community we are all proud to call our home.

A handwritten signature in blue ink, consisting of the letters 'KB' in a stylized, cursive font.

KRIS BOLAND

Chief Administrative Officer

CITY COUNCIL

WHO REPRESENTS THE CITIZENS OF TERRACE?



City Council is a legislative body representing the citizens of Terrace. Council provides leadership and establishes policies and priorities for the community.

The City of Terrace holds regular council meetings in the Municipal Council Chambers at City Hall on alternate Mondays. Want to take part? There are many ways to keep informed about what's happening with your local government (some have been unavailable during the COVID-19 pandemic):

- Attend a council meeting in person at 7:30 pm—they are open to the public.
- Join the Teams meeting to participate virtually.
- Watch the webcast live on our Webcasts page. The recording is also available on this page within 48 hours of a meeting.
- Watch the webcast live (or later on) on our Facebook page.
- Read the minutes—which are a summary of the actions of Council during the meeting.

Learn more about public participation and find links to upcoming meeting agendas at terrace.ca/participate.

COUNCILLORS' AREAS OF RESPONSIBILITY IN 2020

Every year City Councillors serve as liaisons between various committees, community organizations, and City departments. The Councillors attended meetings for these groups and relayed information between Council and their respective organizations. Below is a list of each Councillor's areas of responsibility for 2020.



Mayor Carol Leclerc

- Government – Federal, Provincial, Municipal, and First Nations
- Northern Development – Northwest Regional Advisory Committee & Board Member
- Healthy Communities Committee
- Regional District of Kitimat-Stikine (alternate)
- Terrace Community Foundation
- Educational Services (SD#82/NWCC/UNBC)
- Terrace-Kitimat Airport Society



Councillor Sean Bujtas

- Regional District of Kitimat-Stikine



Councillor Lynne Christiansen

- Regional District of Kitimat-Stikine (alternate)
- Housing Committee
- Terrace & District Museum Society



Councillor James Cordeiro

- Regional District of Kitimat-Stikine



Councillor Brian Downie

- Northern Development – Northwest Regional Advisory Committee (alternate)
- Kermodei Tourism Society
- Terrace Downtown Improvement Area Society
- Northern Medical Programs Trust



Councillor Jessica McCallum-Miller

- Housing Committee
- Terrace Public Library



Councillor Evan Ramsay

- Terrace Public Library (alternate)
- Greater Terrace Beautification Society

STRATEGIC PLANNING

The City continued with the Strategic Plan for 2018–2022. Council attended many meetings and events throughout the year related to the six focus areas of the Strategic Plan:

- Increase City Revenues;
- Responsible Asset Management;
- Value Our Natural Assets and Lifestyle;
- Enhance Civic Pride;
- Advocate for Community, Social, and Environmental Issues; and
- Manage the Impacts of Growth.

Corporate Vision Statement

Terrace is an inclusive, affordable, and vibrant community with a strong, diverse economy; we provide a high quality of life with abundant recreational activities, easy access to outdoor adventures, and we celebrate our rich local culture and proud First Nations presence.

Corporate Mission Statement

Through strong leadership the City of Terrace provides effective delivery of core services to serve all residents of the community, fosters community pride and livability, and facilitates economic growth in the region as the service and supply centre of the Northwest.



A LOOK AT WHAT'S HAPPENING IN TERRACE

STRATEGIC PLAN

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CORPORATE MISSION STATEMENT – Through strong leadership the City of Terrace provides effective delivery of core services to serve all residents of the community, fosters community pride and livability, and facilitates economic growth in the region as the service and supply centre of the Northwest.




CORPORATE VISION STATEMENT – Terrace is an inclusive, affordable, and vibrant community with a strong, diverse economy; we provide a high quality of life with abundant recreational activities, easy access to outdoor adventures, and we celebrate our rich local culture and proud First Nations presence.




THE WORK OF THE CITY OF TERRACE IS GUIDED BY THE FOLLOWING VALUES:


- Fiscal responsibility
- Progressive leadership
- Innovative and collaborative
- Diverse, inclusive, and responsive
- Ecologically conscious and environmentally responsible
- Ethical, honest, and with integrity
- Efficiency, effective, and service driven
- Accountable and transparent
- Just, fair, and balanced


STRATEGIC FOCUS AREAS


INCREASE CITY REVENUES  • Find new sources of revenue for the City of Terrace

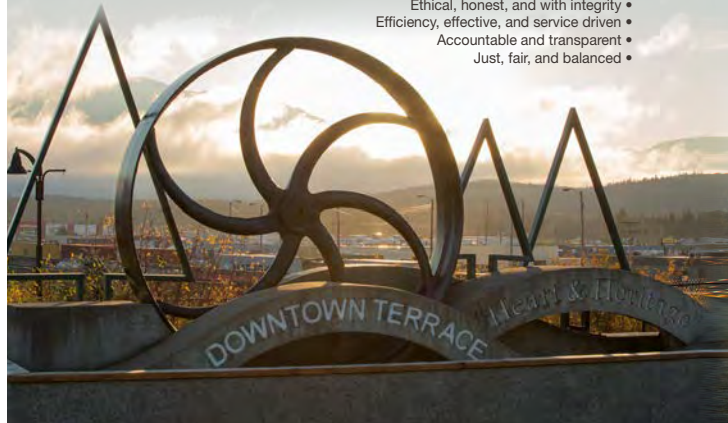
RESPONSIBLE ASSET MANAGEMENT  • Ensure City infrastructure is sound and resourced into the future
• Maintain and renew City capital assets

VALUE OUR NATURAL ASSETS AND LIFESTYLE  • Maintain our natural spaces and encourage an active outdoor lifestyle

ENHANCE CIVIC PRIDE  • Improve the appearance of the City overall, with emphasis placed on the entrances to the City and the downtown
• Foster a high quality of life

ADVOCATE FOR COMMUNITY, SOCIAL, AND ENVIRONMENTAL ISSUES  • Ensure Terrace is a safe and attractive city in which to live, work, and play
• Advocate for the provision of adequate services to meet social and health needs in the community
• Promote a healthy community

MANAGE THE IMPACTS OF GROWTH  • Prepare for anticipated growth pressures and future grant opportunities
• Emphasize the importance of truth and reconciliation



DEPARTMENT REPORTS

2020 DEPARTMENT HEADS

Chief Administrative Officer

Corporate Administrator/Deputy Chief Administrative Officer

Director of Finance

Fire Chief

Officer In Charge, Terrace RCMP Detachment

Director of Leisure Services

Director of Public Works & Engineering

Director of Development Services

Heather Avison/Kris Boland

Alisa Thompson

Lori Greenlaw

John Klie

Jayson Lucash

Carmen Didier (to Sept)/
Rob Schibli (Sept-Dec)

Rob Schibli

David Block



The following pages include the department reports outlining how activities in 2020 related to one or more of the six strategic focus areas.



ADMINISTRATION DEPARTMENT

terrace.ca/City-Hall

Administration maintains the records of the City and provides access to information. Communications prepares information for the media, responds to inquiries from the public, and manages the City's website and social media accounts.

Administration organizes events on behalf of Council throughout the year. It also manages leases for City-owned properties. The Administration Department includes Human Resources, Communications, and Economic Development as well as records management, protection of privacy, and council support.

On a daily basis, the Administration Department is responsible for coordinating Council's schedule and correspondence from Council and Administration. Administration is usually either preparing for a Council or Committee of the Whole meeting or preparing minutes from a meeting.

STRATEGIC FOCUS AREAS IN 2020

INCREASE CITY REVENUES

- Negotiated several leases of City-owned buildings such as the west half of the Kwinitsa Building with Chill Soda Shop, the bowling alley building on Lazelle, and a lease with Hands on Playcare for a property on Park Avenue.
- Renewed a five-year lease with VIA Rail for a portion of the George Little House.
- Prepared a resolution for Council calling on the Province to offset the cost of needle/drug paraphernalia cleanup borne by local governments as a result of harm reduction programs.

RESPONSIBLE ASSET MANAGEMENT

- Negotiated a five-year, no-cost lease with Kermodei Tourism Society for the Visitor Information Centre building.
- Renewed a three-year lease with Little House Enterprises.
- Hired Innova Strategy Group to conduct an organizational review of the City.
- Arranged a meeting with Council and MP Taylor Bachrach regarding the need for a second overpass and Lanfeear Hill reconstruction.
- Prepared the City's Anti-Racial Discrimination and Anti-Racism Policy, which Council adopted in 2020.



STRATEGIC FOCUS AREAS IN 2020 (CONT'D)

VALUE OUR NATURAL ASSETS AND LIFESTYLE

- Provided a resolution of support for the Terrace Off Road Cycling Association's Pump Track Construction project.
- Negotiated a lease with CN for Fishermen's Park access.
- Signed a 10-year license to occupy agreement with the Northwest Watershed Enhancement Society for the Eby Street Hatchery.

ENHANCE CIVIC PRIDE

- Sent letters of appreciation during National Volunteer Week in April.

ADVOCATE FOR COMMUNITY, SOCIAL, AND ENVIRONMENTAL ISSUES

- Organized a Community to Community Forum with Council and the Nisga'a Lisims Government.
- Prepared a resolution for consideration at the North Central Local Government Association that asked the Provincial Government to re-evaluate the outpatient model for treating individuals with mental health conditions. Administration also prepared a resolution to require the Province to implement options for higher-barrier shelter beds.
- Sent the Terrace Community Child Care Needs Assessment and Space Creation Action Plan to the Provincial government.
- Wrote to the Provincial government in support of the BC Farmers Market Nutrition Coupon Program.
- Advertised for Indigenous Cultural Awareness Training for Council.
- Prepared a community impact statement from Council regarding a drug trafficking situation.
- Prepared a letter from Council to the Prime Minister regarding the importance of rural connectivity.
- Provided letters of support for the Kitselas First Nation's multiplex style community centre project, the Foundry Terrace program, and for the Terrace Day Care Centre.
- Participated in the "Coldest Night of the Year" fundraiser for Ksan Society.

MANAGE THE IMPACTS OF GROWTH

- Prepared a video submission to the Select Standing Committee on Finance and Government Service's 2021 budget consultation regarding the economic impacts of the LNG Canada project on the City of Terrace.
- Participated in LNG Canada's Social Management Roundtable, reporting on the impacts of economic activity on our community.

Administration

STRATEGIC FOCUS AREAS FOR 2021

Increase City Revenues

- Continue to negotiate leases of City-owned buildings as the leases expire.

Responsible Asset Management

- Continue to review the City's records and information management program and implement best practices.
- Complete ongoing reviews and updates of City policies.

Advocate for Community, Social, and Environmental Issues

- Provide support to Council to advocate for the community by preparing correspondence, writing reports, and doing research as directed by Council, and support Council's attendance (in person or virtually) at the Union of BC Municipalities Annual Convention and other events.

Manage the Impacts of Growth

- Further develop the City's communication strategy to ensure information is available to the public and to hear from the public.
- Continue to meet with industry regarding the social and economic impacts of the LNG Canada project on the community.

Administration

2020 FACTS AND STATS



Did you know? These are open to the public to attend. In fact, all the meetings listed here except the two labelled as "in-camera" meetings are open to the public. Join us and see what City Council is all about!

WHAT DOES "IN CAMERA" MEAN?

In camera means "in private." These closed meetings allow Council to meet about confidential topics. For example, a topic with legal implications would be discussed in camera.

What's a C/W?

That's a Committee of the Whole meeting. Committee of the Whole meetings allow for a detailed, but less formal review or discussion of a specific subject matter.

They may involve presentations from staff departments (like Public Works) or delegations (like community groups or citizens).



8 FOIPPA REQUESTS

FOIPPA = Freedom of Information and Protection of Privacy Act

FOIPPA is a formal process to request access to records in the custody and under the control of a public body.

2019: 12 requests 2017: 7 requests
2018: 2 requests

Follow us:

[facebook.com/CityofTerrace](https://www.facebook.com/CityofTerrace)

twitter.com/CityofTerrace

Communications

2020 FACTS AND STATS



4,836

total followers as of December 31, 2019

>> That's a net increase of 602 in 2020

4,448

total page Likes as of December 31, 2020

666

new page Likes (net)

794

posts covering all departments

>> That's 269 more posts than in 2019



88 new followers

1,417 total followers

Right: An aerial shot of Terrace also shows the Northwest Regional Airport and nearby Skeena Industrial Development Park (SIDP).



ECONOMIC DEVELOPMENT

terrace.ca/EcDev

Economic Development assists in the development and implementation of projects, programs, and policies that assist with the stimulation of the local economy through business attraction, retention, and expansion.

Every day can be vastly different from the next. Any given day could have us meeting with local partners to help liaise various supports to a group of local businesses, implementing a project that will reduce barriers to recruitment for employers, providing prospective investors with information to support Terrace as their choice, performing research and analysis on economic indicators, or making social media posts and monitoring current events that could affect the provincial, regional, and local economy. As a priority, we focus our work on improving relationships with our stakeholders and making strategic decisions to help improve the business-friendliness of Terrace.

Right: Staff support Plaid Friday.



Economic Development STRATEGIC FOCUS AREAS IN 2020

INCREASE CITY REVENUES

- COVID-19 response:
 - » Formed Terrace and District Economic Response Team.
 - » Completed 2 major surveys (1 online, 1 by phone outreach; over 300 respondents total).
 - » Sent COVID-19 newsletter communicating supports (up to 3x per week).
 - » Created business support page.
 - » Held 8 local expert webinars:
 - ◆ 30 experts
 - ◆ 200+ attendees
 - » Provided free e-commerce support (Support Local BC):
 - ◆ Up to \$100,000 purchased from Rio Tinto employees from program participants in Terrace-Kitimat region.
 - » Advocated through BC government branches, BC Chamber, Tourism Industry Association of BC, and Destination BC.
 - » Held Plaid Friday + Shop Local Passport events, with \$330,000 in economic impact:
 - ◆ Shop Local Passport won an Economic Recovery and Resiliency Award from BC Economic Development Association.
 - » 28 different agencies and businesses came together to help the local business community.
- Investment Attraction:
 - » Designed investment attraction materials.
 - » Created print and digital marketing.
- Love Terrace:
 - » 18 new businesses participating (30% increase).
 - » Growing brand recognition: 240 new followers on Facebook (19% increase).

ENHANCE CIVIC PRIDE

- Workforce and Resident Attraction Initiative:
 - » The project is engaging regional stakeholders and taking input to help brand the northwest. With Terrace at the heart of northwest BC, this is expected to help support community pride.
- Grant writing assistance pilot program:
 - » Assistance to City, partners, and local community groups.
 - » Applied for more than \$6.5M in grants.
 - » Received commitment from LNG Canada for additional 3 years of support.
 - » Kitimat LNG EAO Working Group

ADVOCATE FOR COMMUNITY, SOCIAL, AND ENVIRONMENTAL ISSUES

- Active participation at LNG and industrial project engagement opportunities:
 - » LNG Canada Social Management Roundtable
 - » Coastal GasLink Socio-Economic Effects Management Plan (SEEMP)
 - » Kitimat LNG EAO Working Group
 - » Vopak EAO Technical Working Group

Economic Development

2020 FACTS AND STATS

COVID-19 RESPONSE >>>

Formed the

Terrace & District Economic Response Team

- CITY OF TERRACE
- TERRACE AND DISTRICT CHAMBER OF COMMERCE
- COMMUNITY FUTURES 16/37
- KERMODEI TOURISM
- REGIONAL DISTRICT OF KITIMAT-STIKINE

8 Local expert webinars *featuring*
30 experts
200+ attendees

\$ GRANT WRITING ASSISTANCE PILOT PROGRAM

assistance to City, partners + local community groups

More than

\$6.5 million applied for

+ Commitment from LNG Canada for additional 3 years of support

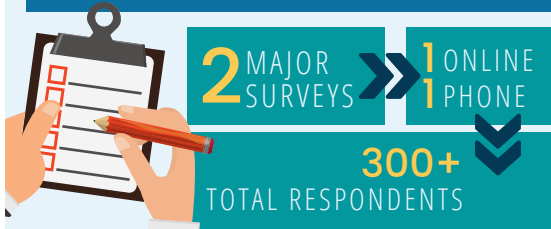
Plaid Friday and Shop Local Passport generate

\$330,000

in economic impact



winner of Economic Recovery and Resiliency Award from BC Economic Development Association



2 MAJOR SURVEYS >>> **1** ONLINE PHONE

300+ TOTAL RESPONDENTS

Economic Development

STRATEGIC FOCUS AREAS FOR 2021

Increase City Revenues

- Investment Attraction:
 - » Increase assets for future marketing efforts: following recommendations from our investment attraction strategy, we will be completing a website and virtual reality video content to assist with future marketing campaigns.
 - » Improve upon existing policies and procedures to find a more direct “pathway to purchase” that can be created for foreign and domestic interest in Terrace:
 - ◆ Process mapping of development applications, including pre-application path.
 - ◆ Optimize business licensing processes.
 - » Sell and lease corporate lands.
- Business Retention and Expansion:
 - » Local business supports have collaborated extremely well during the pandemic and will continue doing so outside of the emergency:
 - ◆ Continued collaboration with Terrace and District Economic Response Team.
 - ◆ Better local listening for understanding what improvements the City could make to existing policies and programs, or what potential programs or policies could be made.
 - » Improving activity and uptake of the Love Terrace

program from both a business and consumer perspective.

- Workforce and Resident Attraction (WARA) Initiative:
 - » Marketing the northwest to people who would be a best fit with Terrace from a career and lifestyle standpoint will lend itself to better business succession planning, community vibrancy, and stable economic growth.

Enhance Civic Pride

- Grant writer: the availability of a grant writer has been confirmed, for this year and two additional years, providing local non-profits with the opportunity for community improvement projects that will undoubtedly lead to enhanced civic pride and community vibrancy.
- WARA: stakeholder engagement in this project will allow stakeholders around the region to make the brand theirs, use it to their advantage, and give them polished, cohesive assets to share.

Advocate for Community, Social, and Environmental Issues

- Ongoing engagement in industrial development stakeholder outreach opportunities (SMR, EAO working groups, etc.).

DEPARTMENT OVERVIEW

Right: In 2020, 16 Development Permits were issued, including one for this commercial property on Keith Avenue.



DEVELOPMENT SERVICES DEPARTMENT

terrace.ca/DevelopmentServices

The Development Services Department oversees the many municipal processes that enable and support development in our growing community. We are responsible for all community and land use planning activities, from long range planning to the processing of subdivision, development permit, and development variance permit applications. The Development Services Department also oversees initiatives related to corporate and community sustainability. Other primary services within the Development Services department include building inspection and business licensing, geographic information systems and mapping, as well as bylaw compliance and animal control.

What does Development Services do?

- Often serves as the first point of contact for land development information from residential to commercial development.
- Provides information and guides applicants through permit application processes.
- Undertakes long-range planning such as updates to our Official Community Plan Bylaw and Zoning Bylaw.
- Oversees community sustainability initiatives, including climate action commitments.
- Supports and collaborates with other levels of governments and agencies to address social development issues such as housing and homelessness.

Development Services

STRATEGIC FOCUS AREAS IN 2020

INCREASE CITY REVENUES

- Processed an overall increase in land development and building permit applications.
- Continued to process development permit and land application permits with turnaround times well below British Columbia's municipal averages.
- Successfully applied for several large grants, including obtaining funding for the extension to the Grand Trunk Pathway, a bus pullout, streetscaping for the 4700 and 4600 blocks of Lazelle avenue, and active transportation infrastructure for Munroe Street.

ENHANCE CIVIC PRIDE

- Developed a Public Art Policy and Committee to oversee the implementation of public art in our community, in coordination with Leisure Services and Community groups.

VALUE OUR NATURAL ASSETS AND LIFESTYLE

- Continued work, in collaboration with Leisure Services and TORCA, to rehabilitate a network of existing trails on City park lands.

ADVOCATE FOR COMMUNITY, SOCIAL, AND ENVIRONMENTAL ISSUES

- Continued to participate in provincial Step Code implementation processes and began the process of developing our municipal approach to Step Code for ensuring the energy efficiency of buildings in our community.
- In coordination with Leisure Services and TORCA, helped to negotiate the acquisition of new park lands and implemented the new HuB riding

area, including new pump track.

- Supported the Greater Terrace Beautification Society in hosting the annual City Garbathon event.
- Worked with community agencies to provide supports to vulnerable persons throughout the COVID-19 crisis, including supporting the provision of temporary public washrooms, sanitation, and meals.
- The Greater Terrace Housing Needs Report was completed in partnership with the Regional District of Kitimat Stikine; the report includes recommendations to address housing needs and gaps and to address issues of housing affordability and accessibility in the City.
- Managed a project with consultant support to complete the 2020 Population Survey, which helped to inform the Housing Needs Report.
- Supported the establishment of the Terrace Situation Table in partnership with RCMP, Northern Health, and housing service providers.

MANAGE THE IMPACTS OF GROWTH

- Initiated the process of developing a Development Cost Charge (DCC) Bylaw to collect funds for new or upgraded infrastructure projects required to service the demands of new growth and development.

RESPONSIBLE ASSET MANAGEMENT

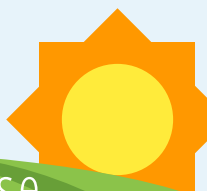
- The GIS and Mapping staff supported the Finance and Engineering departments in updating our Tangible Capital Assets inventory and provided data support for ongoing asset management planning and implementation of the City's Asset Management Strategy.

Development Services

2020 FACTS AND STATS



Bylaw Amendment applications processed (Rezoning and OCP amendments)
7 in 2019



16 subdivision applications processed
18 in 2019



Development Services

STRATEGIC FOCUS AREAS FOR 2021

Increase City Revenues

- Continue to work with developers to facilitate subdivision and land development activity.
- Continue to process land development applications in an expedient manner.
- Complete the process to adopt the DCC Bylaw and implement collection of DCC charges starting in 2022.
- Review planning application process to streamline and implement steps to enhance service delivery.
- Move to operational stage with online e-permitting to facilitate building permit application and inspection process and increase efficiency.
- Review fees for a variety of services and applications to ensure adequate rates for cost recovery and to reflect increasing costs of service delivery.

Responsible Asset Management

- The GIS Mapping department will continue to support the City's ongoing implementation of the Asset Management Plan.

Value Our Natural Assets and Lifestyle

- Update the 1998 Environmentally Sensitive Areas (ESA) Report to reflect current best practices for identifying, evaluating, and managing environmentally sensitive areas within our municipality.

Enhance Civic Pride

- Complete the Lazelle Avenue streetscaping project. This project will see the resurfacing and upgrading of aging sidewalks and replace the existing grassed boulevards of the 4600 and part of the 4700 blocks of Lazelle Avenue with attractive and contemporary paving stones, street trees, and other features.
- Manage construction of the extension of the Grand Trunk Pathway, connecting the existing developed pathway west to the Kitsumkalum River.

Development Services

STRATEGIC FOCUS AREAS FOR 2021 (CONT'D)

Advocate for Community, Social, and Environmental Issues

- Assist in implementing a multi-year Social Development Program in 2021 that will provide coordination support to housing service organizations in Terrace. The City has applied for funding through the Northern Healthy Communities Fund with committed co-funding from LNG Canada.
- Staff will coordinate between departments to install one permanent all-seasons public washroom in the downtown in 2021.
- The Planning department will bring a final draft of the Safe Streets Bylaw to Council to consider for adoption.

Manage the Impacts of Growth

- The City of Terrace will consider the adoption of a

Development Cost Charge (DCC) Bylaw to collect funds for new or upgraded infrastructure projects required to service the demands of new growth and development.

- Continue to support other municipal departments in the development of the Skeena Industrial Development Park (SIDP), particularly related to land acquisition and the construction of a municipal water system and facilitating land development proposals in the SIDP industrial lands.



Read about Development Services' divisions on the following pages.

Bylaw Enforcement

Bylaw Compliance Officers investigate complaints and monitor concerns related to 16 different municipal bylaws that have been adopted by Mayor and Council. Bylaw Compliance Officers are also trained to provide an important preventative enforcement presence in our community and work in close partnership with the Terrace Fire Department and the Terrace RCMP to promote public safety.

Daily responsibilities

- Enforce parking regulations, work towards an inviting and safe downtown, and conduct public park and downtown foot patrols.
- Investigate property and other bylaw complaints, and work with property owners to take corrective action towards compliance.
- Interact with the public in a positive manner during street walks, both in the downtown and residential neighbourhoods.

Bylaw Enforcement

2020 FACTS AND STATS

244

complaints, calls for service, or occurrences of significance requiring bylaw or other staff involvement

That's a **38% increase**
176 complaints in 2019



Bylaw also received numerous calls from Public Transit and other downtown businesses regarding inappropriate activities.

47

pieces of tagging and graffiti recorded



Bylaw - Development Services

STRATEGIC FOCUS AREAS IN 2020

ENHANCE CIVIC PRIDE

- In 2020, Bylaw Officers recorded 47 pieces of tagging and graffiti. The bylaw department works with business and property owners to remove tagging/graffiti. In cases of small pieces of tagging/graffiti the bylaw department may remove these with the permission of the property owner. Our goal is to notify the property owner immediately and get tagging/graffiti removed with the first 48 hours.
- Compliance Officers assisted or conducted cleanup of public lands and private property related to trespass and illegal dumping of waste.

ADVOCATE FOR COMMUNITY, SOCIAL, AND ENVIRONMENTAL ISSUES

- We have had an active ongoing file with a senior in Terrace since 2017. In 2020, we became aware that there were occurrences of elderly abuse, theft, and an unwanted occupancy inside the individual's residence. Bylaw was able to connect the elderly male with Northern Health, RCMP, and other local resources. Bylaw was successful along with the RCMP in removing the illegal occupancy (2 persons) who were stealing from the elderly male. Bylaw was also successful in securing the building to prevent any future unwanted activities. Bylaw

continues to conduct well-being checks with this elderly person to ensure his safety and well-being.

- Bylaw Officers routinely engage with our homeless population in the downtown and strive to develop a positive relationship with those community members dealing with housing and addictions challenges. Officers provide information on available support services and connect individuals with social service providers.

MANAGE THE IMPACTS OF GROWTH

- One impact of growth in our community is increased reports of unwanted activity and crime. Bylaw officers are continually participating in training opportunities to be better equipped to deal with these impacts. In 2020, bylaw officers participated in a series of webinar training related to crime prevention and community safety planning. This training helped to identify starting points for those interested in learning more about crime prevention and community safety planning in various settings. Bylaw officers also undertake regular webinar training specializing in municipal legislation and training to learn options in achieving compliance, enforcement, and, if necessary, prosecution options available to local government and bylaw enforcement.

STRATEGIC FOCUS AREAS FOR 2021

Enhance Civic Pride

- In 2021, Bylaw will be logging details about each newly reported graffiti tag. Information is entered into a database and the damage is photographed for future reference.
- Continue to engage with the community, and in particular with the vulnerable population, in a positive and supportive approach.

Advocate for Community, Social, and Environmental Issues

- The two City of Terrace Bylaw Officers currently sit on the Terrace Situation Table. Situation Tables (also known as Hubs) help frontline staff from the public safety, health, and social service sectors to identify vulnerable

people and collaboratively and rapidly connect them to services before they experience a negative or traumatic event (e.g. victimization, overdose, eviction, etc.). Situation Tables empower agencies to reduce a broad range of risks that can impact a person's well-being and safety. We meet on a weekly basis, and agencies can bring forward a person/people who may need assistance from social service groups in the area.

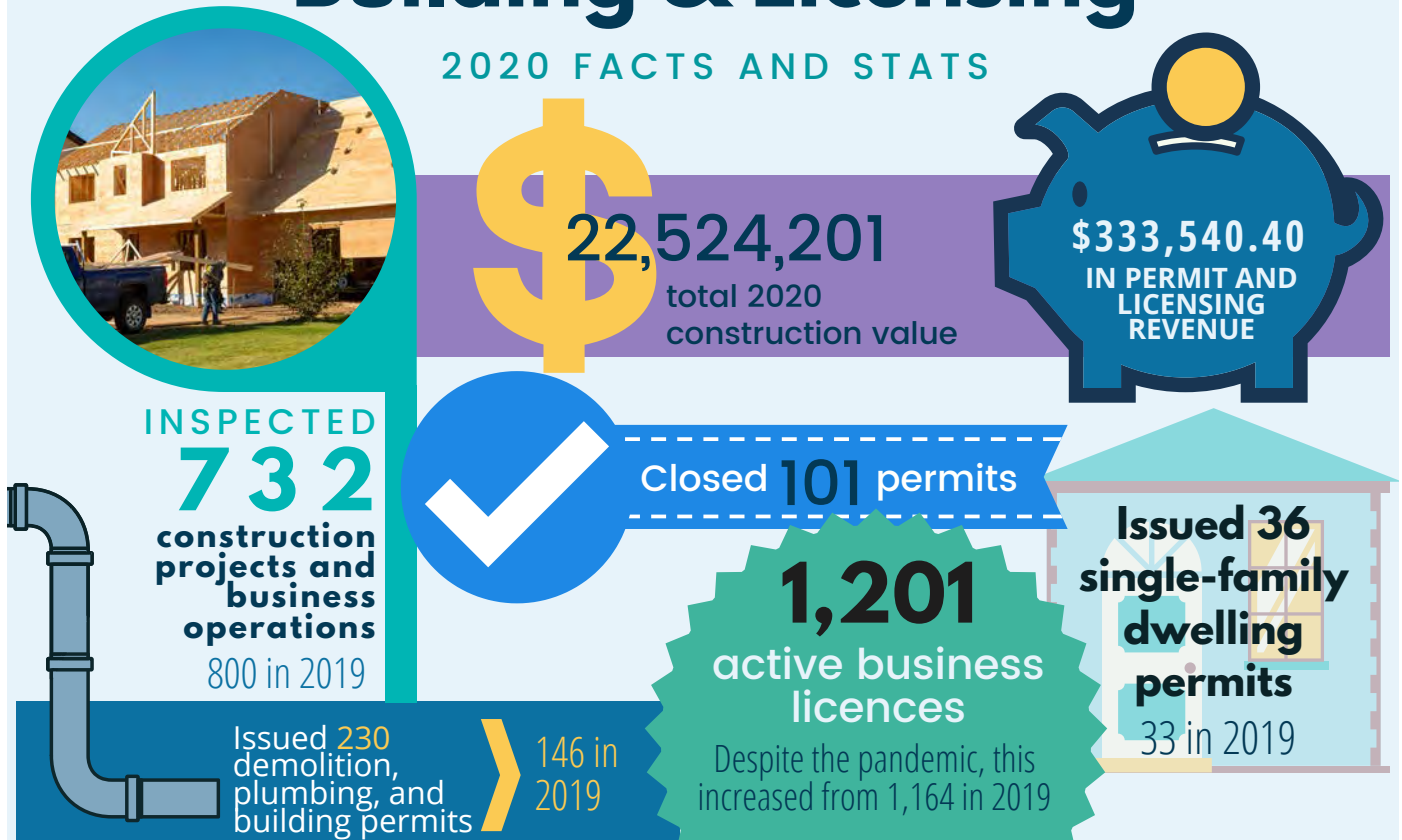
Manage the Impacts of Growth

- The City of Terrace Bylaw Compliance Department has gradually been required to allocate a significant

portion of their time on addressing social issues and supporting downtown businesses in addressing a variety of concerns. In 2021 and moving forward, it will be important to review the role of Bylaw Compliance Officers and the potential for the department to consider a shift to a community safety officer role. The demands on staff time will need to be considered, as the changing nature of the role has placed increased demands on the two Bylaw Compliance Officers. Policy on work requirements and training to assist in this changing role for Bylaw Compliance Officers will need to be considered.

Building & Licensing

2020 FACTS AND STATS



Building and Licensing

The Building and Licensing department is mandated to ensure that all buildings and business applications are code compliant. This department reviews and approves all building plans and specifications for compliance with municipal building and zoning regulations, BC Building, BC Plumbing, and Fire Code, as well as issuing building permits. The department performs technical work in enforcing a variety of provincial and municipal regulations governing building construction and alteration including structural work and plumbing installations. They oversee business licensing and enforce miscellaneous bylaws within the City of Terrace.

Daily responsibilities

- Process applications for new building construction and business proposals.
- Conduct site inspections for building under construction, additions, and repair to existing buildings, including water and sewer connections, for conformance to BC Building Code.
- Assist to ensure compliance with municipal building and zoning regulations and development permit requirements.
- Issue building permits and occupancy permits.
- Administer and enforce the Building Regulations Bylaws.
- Administer and enforce the Business License Bylaw.
- Respond to inquiries relating to building construction and Building Code.
- Oversee the business license function.
- Prepare reports and maintain records and statistics.
- Prepare bylaws and resolutions that affect regulating buildings, new construction, and business licensing.

Building & Licensing – Development Services

STRATEGIC FOCUS AREA IN 2020

MANAGE THE IMPACTS OF GROWTH

- City of Terrace building department investigated implementing online electronic processes for applications and recommended moving all processes online. We determined that Cloud Permit software was ideal for our department needs. This online system and digital drawing review would enable quicker turnaround on permit review and issuance. Implementing these efficiencies and clear task tracking and information sharing in 2021 will enable us to more effectively and consistently handle permits as our community grows.

Mapping/GIS

- Maintain all City mapping and GIS data (i.e.: Cadastral Parcels, Zoning, Administrative Boundaries, OCP, Trails, Addressing, Engineering, Imagery, Cemetery, etc.)
- Maintain and update GIS reports for internal and external users.
- Create custom GIS maps and databases as required by other departments.
- Maintain and update our City of Terrace online web mapping site (TerraMap) for internal and external users.

Daily responsibilities

- Maintain and update CAD/GIS files as required.
- Maintain and update engineering drawings and related GIS for water, sanitary, and storm infrastructure.
- Complete addressing assignments and upload addressing data to regional 911 system.
- Create custom maps/reports/analysis/calculations for other City departments and external users requiring or requesting City CAD/GIS data.
- Update existing and new service cards.
- Maintain and update TerraMap.
- Manage databases.

Mapping/GIS

2020 FACTS AND STATS

Implementation of new version of TerraMap

New TerraMap Cemetery Viewer developed

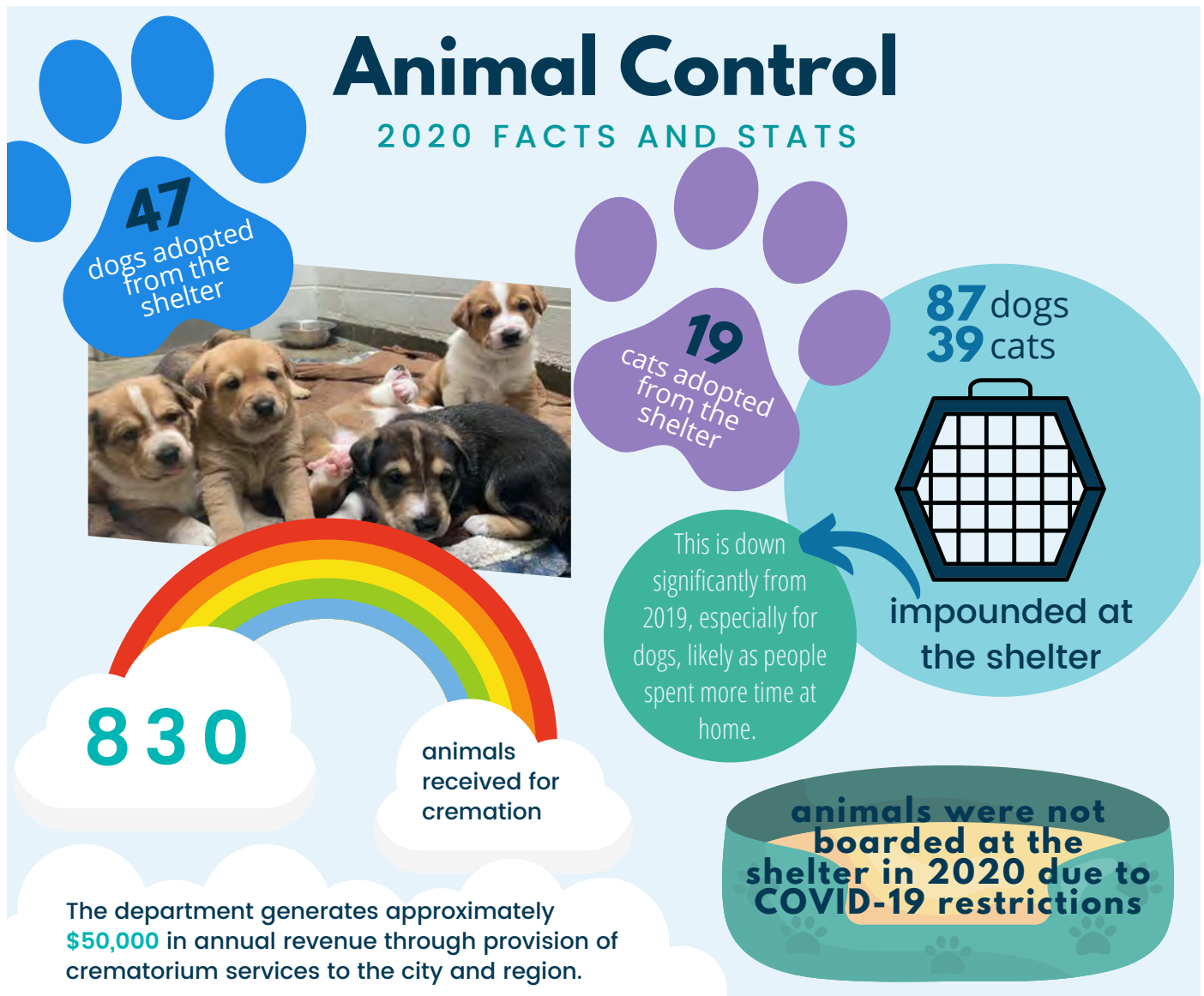
500+ cemetery marker photos linked to new TerraMap Cemetery Viewer

Designed custom reporting tools for TerraMap

Right of Way and Easement Legal Plans scanned in and linked to TerraMap for internal users.

CAD/GIS Data Packages prepared and delivered to assist with:

proposed Cloud Permit Building Inspection | Mills Memorial Hospital | TORCA | Terrace Strategic Active Transportation Plan | Community Economic Recovery Infrastructure Program Grant Design Support | APX Fire Building Inspection | Grant Applications | Integrated Cadastral Information Society



Animal Control

The Animal Control Department helps to ensure that stray/abandoned/lost/injured animals are safely housed, fed, and cared for until such time as they are claimed or adopted. They also enforce the City Animal Control Bylaws, including but not limited to licensing, running at large, and barking. The department also provides information and education to the public regarding responsible animal ownership. In addition, they run a fully functioning animal shelter and operate a crematorium to safely and environmentally responsibly handle deceased animals. The department is led by the Animal Control Officer who is supported by Animal Shelter staff.

Daily responsibilities

- House and care for shelter animals.
- Daily cleaning and sanitation of the shelter.
- Cremate deceased pets/process remains.
- Investigate complaints.
- Reception duties including answering phone, collecting fees, and inputting data.
- Enforce animal control regulations and bylaws/issue dog licenses.
- Patrol and pick up dogs running loose.
- Board animals.
- Ship/receive animal cremations/cremains.
- Order and pick up supplies for the animal shelter.
- Interact with the public.
- Handle adoptions/impounds of animals.
- Transport animals for vetting.
- Complete other related duties as required.

DEPARTMENT OVERVIEW

Right: In August 2020, Leisure Services installed a bear sculpture at the George Little Park playground in recognition of the Kinsmen Club's contribution to the playground rebuild project. We could BEAR-ly contain our excitement!



LEISURE SERVICES DEPARTMENT

terrace.ca/Parks-Recreation

Leisure Services is responsible for the overall operations of indoor and outdoor recreation facilities for the City including the Terrace & District Aquatic Centre, Sportsplex, parks, trails, playgrounds, as well as cemeteries and the campground.

The principal goal of Leisure Services is to provide opportunities, through recreation and sport, for residents to lead healthier and more active lives and create opportunities for social connection.

Guiding Statements

As listed in the Parks and Recreation Master Plan

1. Promote healthy living and provide opportunities for residents to live healthy lifestyles
2. Provide services that reflect the diversity of Terrace's population
3. Enhance the visual appearance of the parks and public spaces
4. Protect and enhance the natural environment
5. Provide a range of programs and facilities that meet the community's needs
6. Be financially accountable in the management and development of parks and recreation facilities
7. Retain the qualities of Terrace as a welcoming and safe community with a strong sense of place



Above: The gym at the Terrace & District Aquatic Centre gets colour-coded markers and other signage in preparation for reopening in September 2020, following several months of closure due to the COVID-19 pandemic.

LEISURE SERVICES DURING THE COVID-19 PANDEMIC

AQUATIC CENTRE

- The facility worked through an ongoing shortage of lifeguards.
- The facility was open from January 1–March 16, then closed due to COVID-19. The facility reopened on a trial basis September 3 and reopened fully to the public on September 14.
- Lifeguard staff were on litter pickup duty throughout the summer in the downtown core. When the pool reopened in September, we moved to an online registration format where the public books a time slot for pool and/or gym usage. New cleaning protocols are in place for staff and for gym users.

SUMMER ACTIVITIES

- Summer Daze ran modified, morning and afternoon camps with just 15 kids each. This was a big change from our previous years of all-day, weeklong camps with 40-kid capacities.
- Little Olympians for 3- to 5-year-olds did not run.
- We offered some outdoor fitness classes (Pound in the Park with Terri and Tai Chi with Pat) in George Little Park. We had a total of 95 people participate in July/August. Some instructors also offered their classes online through Facebook Live or YouTube videos.
- Outdoor volleyball league did not run.
- Terrace Youth Soccer Association ran a modified season.

- Adult softball ran a modified season.
- Many large-scale events were cancelled in 2020, including Riverboat Days. One large event cancellation that we missed out on revenue from was the All Nations Basketball Tournament. In 2019, they installed a large basketball court on the Main Arena floor and ran a multi-day tournament.
- Staff completed very thorough cleaning sessions of both Sportsplex and Aquatic Centre during facility shutdown.

ARENAS

- Ice rentals were way down, with only one ice sheet installed for the first half of the season. With the COVID-19 rules in place, less ice was available, and fewer participants were allowed on the ice with modified game play.
 - » The Main Arena was available for 1,368 hours: used for 48% of available hours.
 - » Hidber Arena was available for 3,708 hours: used for 45% of available hours.
- No special events such as River Kings hockey, hockey/ringette tournaments, figure skating competitions, swim meets, or swimming lessons were permitted at the Sportsplex following the start of the COVID-19 pandemic.

DEPARTMENT OVERVIEW

Leisure Services responsibilities

- Manage, operate, and maintain the Sportsplex, Aquatic Centre, parks and playgrounds, sport courts and fields, cemeteries, and campground.
- Supervise facilities.
- Oversee applicable codes and regulations for facilities.
- Facilitate and work with community clubs and organizations.
- Create facility and staff schedules.
- Rent and administer facility bookings.
- Issue facility passes/memberships and registrations.
- Organize and implement community activities and special events.
- Purchase supplies.
- Operate applicable office, arena, aquatic, and parks equipment.
- Complete preventative equipment maintenance on plumbing, mechanical, and irrigation systems.
- Maintain and oversee arena and pool mechanical.
- Clean and maintain facilities.
- Keep financial records and handle cash.
- Fix equipment.
- Answer public inquiries.
- Instruct recreation programs.
- And more.



Above: Our dedicated fitness instructors, including Terri Wilkinson, pictured here, continued to provide fitness classes online during the pandemic.

Leisure Services

STRATEGIC FOCUS AREAS FOR 2021

Looking forward to 2021 and beyond, Leisure Services will continue to focus on offering as many recreational opportunities as possible for our residents, with a renewed focus on supporting residents to increase the amount of time they are recreating outside in the open air. We are also focusing on continuing to implement the recommendations of our Parks and Recreation Master Plan to ensure that projects and activities reflect previous planning and engagement work completed.

Increase City Revenues

- Complete admissions and rental rate review.
- Complete review to identify new opportunities for facility rentals.
- Undertake an advertising rate review and look for new advertising opportunities.

Enhance Civic Pride

- Continue to work with the Public Art Panel and community partners to install public art in key locations.
 - » 2021 public art projects include the Howling Wolves on Terrace Mountain and a new mural for the west wall of the tennis courts.

Responsible Asset Management

- Key Leisure Services staff will collaborate in asset managing training with other key City staff.
- Continue to work with key community partners such as Terrace Community Forest and TORCA to maintain existing assets and identify those that need maintenance and improvement.
- Install secure vehicle compound to protect our vehicle fleet from vandalism.

Manage the Impacts of Growth

- Continue to work collaboratively with Development Services, and specifically Bylaw staff, to ensure that parks and public places are safe and welcoming for everyone.

Value Our Natural Assets and Lifestyle

- Undertake trail rehabilitation to our key recreational destinations such as Ferry Island and Howe Creek Trail to ensure sustainability of these assets.

Advocate for Community, Social, and Environmental Issues

- The City of Terrace has funded a Social Development Program Coordinator position to help assist with the social issues that impact our parks and public places.
- Staff will work to identify top locations, funding, and community partners for an off-leash dog park to minimize impacts on existing park areas and provide a destination for dog owners.

Leisure Services

2020 FACTS AND STATS

CITY-SPONSORED AND/OR PARTNERSHIP SPECIAL EVENTS

Most events were cancelled in 2020 due to the pandemic.

Family Day (before pandemic)

Swimming: 77 individuals
Skating: 32 individuals and 16 families

Terry Fox Run

Virtual - \$1,490 raised by 35 participants

SKATING

Public Skates:

Pre-COVID: 567 + 57 families
During COVID: 877 (59% capacity)

Free Public Skates:

Pre-COVID: 226 + 57 families
During COVID: 80 (100% capacity)



Drop-in fitness classes

1,612 pre-pandemic
322 post-pandemic

Terrace & District Aquatic Centre

5,606 membership scans

224 children registered in swimming lessons

1,552 people came to free public swims

2,178 Aquafit attendance

19,995 Total facility users

56 courses

Pool Operator level 1+2,
National Lifeguard recert,
Bronze Medallion/Bronze
Cross, Airway Management
and Oxygen Admin

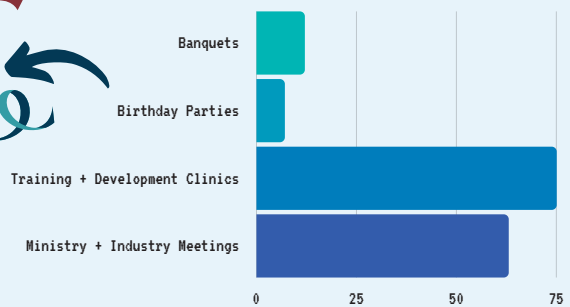
FERRY ISLAND CAMPGROUND
4,894 campers

That's a 23% decrease over 2019. Various regulations were in place throughout the camping season (locals only, then regional, then provincial users)

SPORTSPLEX FACILITY RESERVATIONS

6 Large block multi-day facility reservations (National Lifeguard Courses, LNG Canada Roundtable, Infinite Ice Hockey Camp)

Single Day Sportsplex Facility Reservations



ARENA OPERATIONS

2,306 total ice hour reservations

Down 31% (3,358 in 2019)

5 hockey tournaments

1 figure skating event

9 Skeena Valley Hockey League games

6 Terrace River Kings games

1 Infinite Ice Hockey Camp

CEMETERY SERVICES

Grave space reservations: 29 (26 full body/3 cremated remains)

Niche reservations: 40

Interments: 50 (8 full body/18 cremated remains/24 columbarium)



FIRE DEPARTMENT

terrace.ca/fire

In accordance with the Establishment Bylaw, the Department will respond to and take the lead role for responsibility for the following:

- a) Medical First Responder (EMA-EMR/FR level)
- b) Confined space rescue
- c) High angle rescue
- d) Motor vehicle incident rescue
- e) Fire prevention
- f) Fire suppression

The Department will respond to and assist with the Department's level of training for the following:

- a) Search and Rescue (SAR) operations
- b) Commercial/industrial dangerous goods incidents
- c) Trench rescue
- d) Water and swift water rescue
- e) Building collapse rescue
- f) Airport first responder (backup to BCAS)
- g) Floods
- h) Mudslides
- i) And other similar incidents

On a day-to-day basis our first priority is to respond to emergency. The Fire Department's other activities include:

- Vehicle and equipment checks and repairs
- Commercial property inspection and other fire prevention activities
- Skills training
- Fire Hall cleaning and upkeep



*Previous page and this page:
Firefighters take part in
various training exercises.*

STRATEGIC FOCUS AREAS IN 2020

RESPONSIBLE ASSET MANAGEMENT

Planned for upkeep and replacement of equipment and vehicles as required. In 2020, we received and put into service the Rescue Truck. We also updated our auto extrication tools, which went from gas powered to battery powered.

ADVOCATE FOR COMMUNITY, SOCIAL, AND ENVIRONMENTAL ISSUES

Secured funding, in cooperation with other departments, through the UBCM Community Resiliency Investment Program – FireSmart Community Funding in order to reduce the risk and impact of wildfire in our community.

MANAGE THE IMPACTS OF GROWTH

Terrace Fire Department sits on the LNG Canada Social Management Round Table (SMR) meetings. We also take part in the Social Economic Management Committee (SEMC), which is government led.



Above: Training includes firefighting, hazmat, and confined space training, among other exercises.



Fire Department STRATEGIC FOCUS AREAS FOR 2021

Responsible Asset Management

- Plan for the upkeep and replacement of equipment and vehicles as required. In 2021, a Paratech Stabilization Kit/tools will be purchased to conduct heavy equipment rescues.

Advocate for Community, Social, and Environmental Issues

- Third round to secured funding in cooperation with other departments, through the UBCM Community Resiliency Investment Program–FireSmart Community Funding, in order to reduce the risk and impact of wildfire in our community.

Manage the Impacts of Growth

- Terrace Fire Department created and hosted a highway rescue task force for the area's emergency services, which is in preparations for an increase in traffic on Hwy 37. In conjunction with Emergency Response Assistance Canada (ERAC), we have been hosting LPG training courses and Risk Management plans for the increase in rail traffic.

Fire Department

2020 FACTS AND STATS





Above: In 2020, Public Works crews completed road reconstruction on Munroe Street from Straume Avenue to McConnell Avenue, at a cost of \$1 million.

PUBLIC WORKS AND ENGINEERING DEPARTMENT

terrace.ca/City-Services

The Public Works Division operates, maintains, and renews the community's water, sewer, drainage, and transportation infrastructure. This department is also responsible for the City's mobile fleet, purchasing, solid waste collection, and many City buildings. The Engineering Services Division provides capital project delivery, development reviews, technical planning, and support.

What does Public Works do?

Public Works includes five divisions:

Roads and Drainage

- Complete winter and summer maintenance of city streets, sidewalks, and boulevards.
- Operate, maintain, and repair the City's water distribution system, including hydrant and valve maintenance, service installations, and break repairs.
- Operate, maintain, and repair the City's wastewater collection system including line cleaning, manhole repairs, service installations, and blockage removals.
- Clean and maintain catch basin, storm piping, and ditches.
- Maintain and renew all street signage and pavement markings.
- Collect residential solid waste of four different material types as well as maintain street-side litter receptacles in the downtown.

PUBLIC WORKS DIVISIONS (CONT'D)

Environmental Services

- Operate, monitor, and maintain the community's three production water wells and associated chlorine and fluoride systems.
- Maintain the City's two surface water emergency backup sources at Deep Creek and Little Island.
- Operate and maintain water reservoir, pumping station, and booster station.
- Test and analyze water quality daily, monthly, and annually, including testing of water in the Regional District of Kitimat-Stikine's North Terrace water network.
- Operate, monitor, and maintain wastewater treatment plant, including screening, pumping, aeration, and discharge systems.
- Operate the City's five sewer lift stations as well as the Kitsumkalum Village sanitary lift station.
- Sample and test wastewater daily and monthly to ensure compliance with permit requirements.
- Complete all permit reporting to federal and provincial governments and Northern Health.

Building Maintenance and Electrical

- Maintain and upgrade all building systems for most City-owned structures, excluding the Sportsplex, Aquatic Centre, and some small buildings in parks.
- Maintain emergency alarm systems responses.
- Manage operations for street lights, traffic signals, and ornamental lighting.

Mechanical Shop

- Maintain and repair all mobile equipment.
- Fabricate steel and aluminum tools and

infrastructure for other departments.

- Monitor and maintain the City's nine diesel emergency generators.
- Research and recommend purchases and disposal of City equipment.

Purchasing Department

- Procure and manage inventory of materials for all City operations.
- Manage Hazardous Materials inventory and maintain WHMIS database.
- Research and make recommendations on new materials, suppliers, and supply chain management for City operations.

What does Engineering do?

Engineering includes one division:

Engineering Services

- Design, manage, and implement most Capital Works projects.
- Undertake long-term infrastructure master planning and project prioritization.
- Set infrastructure requirements for subdivisions and developments, and review and approve design submissions.
- Review and issue permits for works on City Rights of Way.
- Provide technical and CADD support to other departments.

Public Works and Engineering**STRATEGIC FOCUS AREAS IN 2020****INCREASE CITY REVENUES**

- Initiate the Bulk Wastewater Agreement and Application Process to accept bulk wastewater into the City's sanitary sewer system.
- Utilized available grants to fund capital works projects.

ENHANCE CIVIC PRIDE

- Increased litter pickup, weed control, and bus shelter cleaning in the downtown area.
- Designed and delivered the Munroe St Active Transportation Enhancements project.

MANAGE THE IMPACTS OF GROWTH

- Completed the Wilson Reservoir Cascade Valve Project to enhance water reservoir capacity.
- Continued work on the Drainage Master Plan Project with a focus to complete in 2021.
- Investigated a new organizational structure to increase efficiencies and balance workloads in Engineering and Public Works.



Left: In 2020, Public Works crews completed road reconstruction in the 5200 block of Mountain Vista Road.

STRATEGIC FOCUS AREAS IN 2020 (CONT'D)

RESPONSIBLE ASSET MANAGEMENT

- Continued the water leak detection program to identify and repair major leaks to increase the efficiency of the City's water distribution system.
- Completed video inspection and condition reports on approximately 2.1 km of major sanitary mains.
- Increased security at Wilson reservoirs, the sewage treatment plant, and other water campuses around the City with fencing, signage, and surveillance.
- Continued works to upgrade City-owned street lighting to LED for brighter and more efficient lighting.
- Installed a supervisory control and data acquisition (SCADA) system at the Sewage Treatment Plant to allow for remote tracking and data collection of wastewater collection systems.
- Enhanced ground water quality monitoring at the City's closed landfill.

VALUE OUR NATURAL ASSETS AND LIFESTYLE

- Completed upgrades to the Eby storm intake and outfall.
- Worked with the Department of Fisheries and Oceans and local groups to restart the storm drain marking program to promote awareness of connections to fish habitat.

ADVOCATE FOR COMMUNITY, SOCIAL, AND ENVIRONMENTAL ISSUES

- Completed renovations at City Hall and Public Works to improve energy efficiency.

Public Works and Engineering

STRATEGIC FOCUS AREAS FOR 2021

Increase City Revenues

- Install a Bulk Water Loading station for the sales of bulk water from the city's water distribution system.
- Accept additional bulk wastewater.

Responsible Asset Management

- Conduct sanitary main re-lining in the downtown core to extend the serviceable life of the pipes.
- Continue the installation of supervisory control and data acquisition (SCADA) systems to allow for remote tracking and data collection of the water distribution system.
- Ongoing landfill closure plan.
- Continued safety and security enhancements for water and wastewater infrastructure.
- Complete Birch Hill shoulder and roadway repairs.
- Complete Lanfear shoulder repairs.
- Complete Lanfear Hill geotechnical investigation and preliminary design.

Enhance Civic Pride

- Construct the Grand Trunk Pathway extension from Frank St to the Kitsumkalum River bridge.
- Improve the downtown sidewalk network by completing the Lazelle Avenue Boulevard Enhancement Project - Phase One.
- Complete the design for the Lakelse Gateway Project, which is a multi-use pathway between the old Skeena Bridge and Apsley Street.
- Increase the public's access to information regarding maintenance procedures.

Advocate for Community, Social, and Environmental Issues

- Renew service agreements with neighbouring communities.

Manage the Impacts of Growth

- Revise staffing levels to increase efficiencies and balance workloads in Engineering and Public Works.
- Complete the Drainage Master Plan Project and prioritize projects as identified in the Existing and Future System Analysis.

Public Works

2020 FACTS AND STATS



Serviced + repaired
99 vehicles, trailers + stationary generators
30 pieces of small equipment
from Public Works, Leisure Services, and the Firehall

Provided over **2.7 MILLION** cubic metres of potable water to the community



Received, treated, and discharged over
1.52 MILLION cubic metres of wastewater

Cleaned over
30,000 metres of sanitary sewer mains

Spent over
2,262 worker hours patching potholes

Completed video inspection + condition reports on
2.1 KM of major sanitary mains

COLLECTED:

596 tonnes of green bin organics

342 tonnes of recycling

1,492 tonnes of refuse

and a very large quantity of yard waste

DEPARTMENT OVERVIEW

Right: In February 2020, the RCMP participated in Moose Hide Campaign Day, which is a movement of Indigenous and non-Indigenous men and boys who are standing up and making their voices heard in the battle against violence against women.



TERRACE RCMP

terrace.ca/RCMP

For nearly 150 years, the Royal Canadian Mounted Police (RCMP) have been Canada's national police service. Municipal policing mandates include crime prevention and investigation, keeping the peace, keeping communities safe, and enforcing federal, provincial/territorial, and municipal law.

What does the RCMP do?

- The Terrace RCMP delivers high quality police work that involves community outreach, prevention programs, assisting other agencies, and investigating crimes reported to our detachment.
- Police officers respond to all manner of calls throughout the day. Officers complete licensed premise checks, foot patrols, curfew and street checks, author reports to Crown Counsel and document files, liaise with schools, and assist partner agencies such as ambulance services and the coroner.
- Crime reduction officers work together with other officers to identify and monitor prolific offenders, wanted persons, and individuals who have court-imposed conditions.
- Victims Services and Community Policing attend committee meetings for High-Risk Domestic Violence, Homeless Intervention Programs, Situation Table Meetings, and High-Risk Youth. Community Policing also drafts our media releases, liaises with schools, facilitates teaching DARE, talks to service clubs, works with business and community groups, and oversees the Restorative Justice and Police Auxiliary programs. Victims Services provides support to victims of crime and trauma and attends court cases.
- Detachment office staff provide daily support to police officers, manage police records systems and files, transcribe statements, process police information checks, answer phones, complete disclosure requests, manage exhibits, fulfill court liaison duties, and many more tasks. The Detachment Finance Clerk is responsible for financial records, mail, and all ordering for the detachment.



Left: The RCMP implemented the 529 Garage bike registry to help citizens register their bikes with a tamper-resistant sticker that acts as a theft deterrent and makes it easier for the RCMP to reunite stolen bikes with their owners.

RCMP

STRATEGIC FOCUS AREAS IN 2020

RESPONSIBLE ASSET MANAGEMENT

- Implementation of Online Crime Reporting, a tool to help police better allocate resources and capture information which might otherwise go unreported.

VALUE OUR NATURAL ASSETS AND LIFESTYLE

- Along with investigations and enforcement, members and employees of Terrace RCMP are involved in a wide variety of programs and activities. We are committed to making this region a safe and healthy place to live, work, and play. In addition to their regular duties, members and employees are dedicated volunteers involved in such organizations as Air Cadets, Scouts, minor hockey, Big Brothers/Big Sisters, and the United Way.

ENHANCE CIVIC PRIDE

- Participation in Remembrance Day ceremony.

ADVOCATE FOR COMMUNITY, SOCIAL, AND ENVIRONMENTAL ISSUES

- Virtual Cops for Cancer event
- Cram-A-Cruiser
- Moose Hide Campaign
- Pink Shirt Day
- Participation in the Newcomers Cultural Dinner
- Implementation of the 529 Garage bike registry
- Attend committee meetings for High-Risk Domestic Violence, Homeless Intervention Programs, Situation Table Meetings, and High Risk Youth

RCMP

STRATEGIC FOCUS AREAS FOR 2021

Responsible Asset Management

- Expansion of Crime Reduction Unit.
- Creation of a “Car 30” program partnering RCMP members with Northern Health employees focused on proactive strategies to address mental health incidents.

Enhance Civic Pride

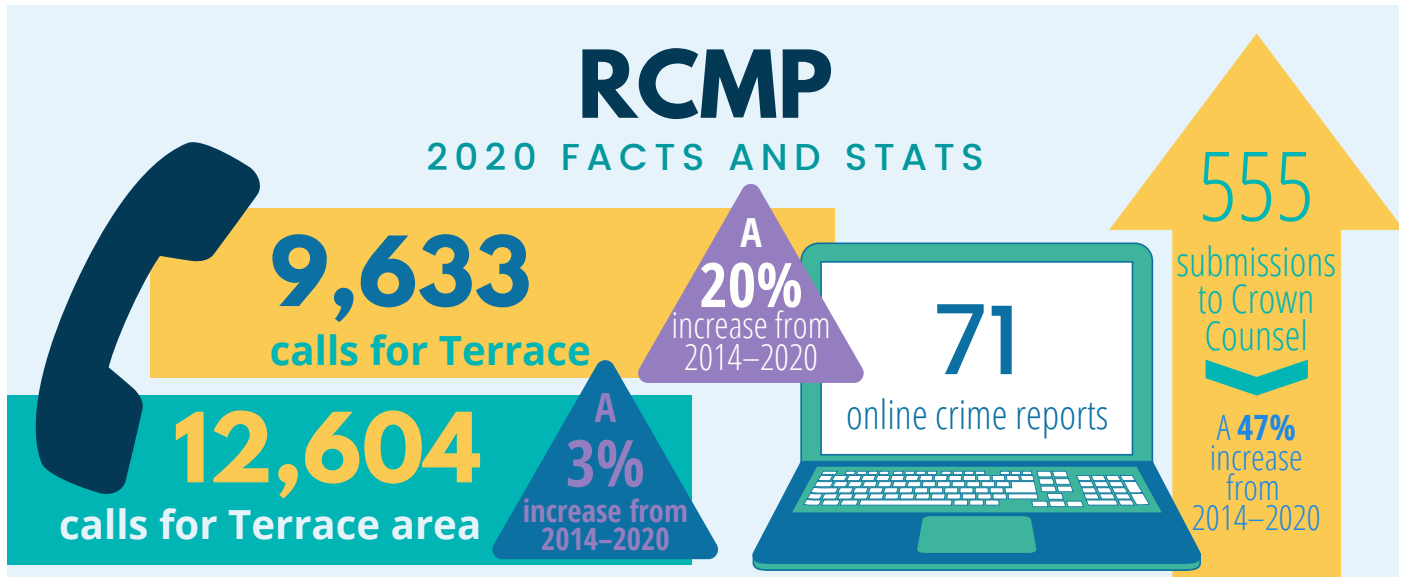
- Guns and Hoses Hockey Game
- Remembrance Day
- Riverboat Days Parade
- Bike Rodeos
- Business Expo
- Jail and Bail
- Canada Day

Advocate for Community, Social, and Environmental Issues

- Special Olympics Annual Soccer game
- Heritage Fair
- DARE
- Attend committee meetings for High-Risk Domestic Violence, Homeless Intervention Programs, Situation Table Meetings, and High-Risk Youth.

Below: Each year, the RCMP joins all City staff in recognizing Pink Shirt Day, an anti-bullying initiative.





Top left: The RCMP honours Constable Matt Sullivan in 2021 with a Commanding Officer's Certificate of Appreciation for his role in an April 2020 arrest of an armed suspect. Sullivan assisted a gunshot victim on the scene until BC Ambulance arrived to take over.

the Terrace Food Bank, as shown in this 2019 photo, the RCMP collected monetary donations to comply with COVID-19 protocols.

Top right: One of the RCMP's responsibilities is completing traffic checks for distracted driving offences.

Bottom left: The Terrace RCMP held its 10th annual Cram-A-Cruiser event in December 2020. Instead of the usual food donations for



FINANCE DEPARTMENT

terrace.ca/Finance

The Finance Department is responsible for safeguarding the City's financial assets and planning to ensure the financial stability and viability of the City. Those safeguards include monitoring, controlling, and allocating the City's financial resources to meet the short- and long-term budgetary goals and objectives that Council has set out in the five-year Financial Plan. The Finance Department is also accountable for implementing and administering the City's Information Technology (IT) systems. All financial transactions are completed in accordance with the Community Charter, the Local Government Act, and Canadian Generally Accepted Accounting Principles as set out by the Public Sector Accounting Board.

The finance department coordinates expenses through the annual budget process; prepares internal and external financial statements and reports for various stakeholders; maintains property records; and administers property tax collection. Also, this department is responsible for front counter service at City Hall; administration of all IT systems; and other general accounting functions such as completing payroll, accounts payable, accounts receivable, insurance and risk management, and securing and managing debt.

Finance

STRATEGIC FOCUS AREAS IN 2020

RESPONSIBLE ASSET MANAGEMENT

The Finance Department continued to work on the development of a long-term asset management plan. The City owns and maintains a wide range of infrastructure required to support the provision of needed and desired services for our community. Ongoing work in planning for infrastructure replacement will ensure sustainable service delivery for future generations. Risk tolerance and level of service was the area of focus in 2020 with presentations to Council on what the effects of these decisions will have on our budget and the condition of our assets.

INCREASE CITY REVENUES

A review of the water and sewer funds was completed, along with a 5% increase in user fees, to ensure these funds remain self-sustainable. A review of cemetery fees was started with anticipated acceptance and implementation in 2021.

Finance

STRATEGIC FOCUS AREAS FOR 2021

Increase City Revenues

- Implement adjusted cemetery rates to increase the cost recovery ratio, moving costs to the users and reducing burden on the taxpayers. Additional user fees will be reviewed in this manner with the intent of ensuring that our pricing is still in line with the market and achieving the cost recovery that is expected. The Sewer Connection Rates Bylaw is being updated in 2021 to allow for the collection of bulk wastewater at our treatment plant, which will supply additional revenue to the sewer fund to assist with sewer infrastructure requirements.

Responsible Asset Management

- Continue to work towards a long-term plan of renewing capital in a sustainable manner. This means

saving over time for capital requirements so that the funds are in place when the need arises.

- The water and sewer funds will be receiving a 5% increase in fees in 2021 dedicated to asset management. This amount will be transferred annually to a dedicated water and sewer reserve and will be used to fund the future replacement of water and sewer capital assets.
- A 1% tax increase was proposed in the general fund for asset management purposes; however, this asset management tax was postponed until 2022.

Advocate for Community, Social, and Environmental Issues

- Continuous monitoring of the Permissive Tax Exemption Policy and review of new applicants that meet the criteria.

Manage the Impacts of Growth

- Work with all departments to determine requirements to further our provision of online services, including advancing our options for online payments.
- Provide support with cost-benefit analysis in pursuit of opportunities regarding cost sharing, profit sharing, and revenue generation to further grow our revenue base.
- Implement new budget software to allow for more efficient processes and better reporting capabilities.

Enhance Civic Pride

- Conduct ongoing review of the budget to find savings and continuous improvements to enhance services delivered to our citizens.
- Train and coach our staff to continue to provide the best solutions and service to our citizens.

Finance Department

2020 FACTS AND STATS

CITY REVENUES



Grants make up a portion of City revenues and in 2020 include the Northern Capital and Planning Grant and the Covid-19 Safe Restart Grant received from the Province of British Columbia.

User fees and sale of goods + services down **\$700,000+** largely due to closures and restrictions resulting from COVID-19

EXPENSES TOTALLED

\$27.3 million

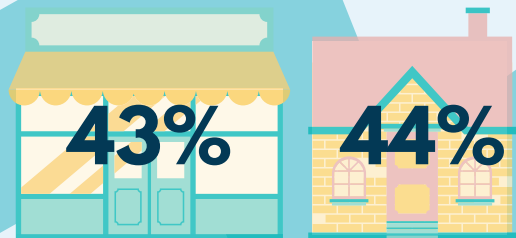
which, when deducted from revenues, created the annual surplus of

\$7.9 million

3%

increase in expenses over 2019. Savings were found in Leisure Services to offset the decrease in revenue in that department; however, the City was required to reevaluate the landfill closure liability and increase the funds in the liability account by \$817,628 to fulfill post-closure requirements.

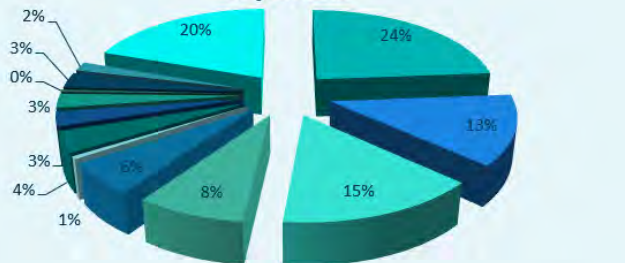
Businesses and residents contribute



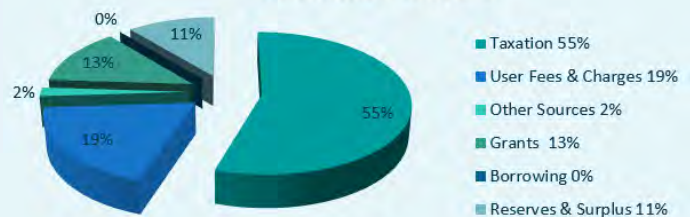
of the total property taxation

Details

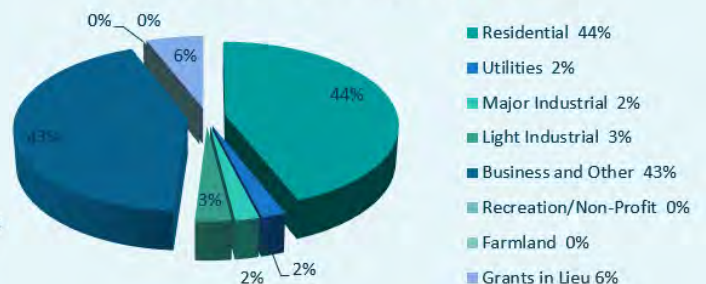
Expenses



Revenue Sources



Distribution of Property Taxes



DEPARTMENT OVERVIEW

Right: There's still time for fun in the Finance Department, even during COVID-19. At Halloween, City Hall staff, including Finance and Administration departments, dressed up like Minions along with "Gru" CAO Heather Avison.



FINANCIAL INDICATORS

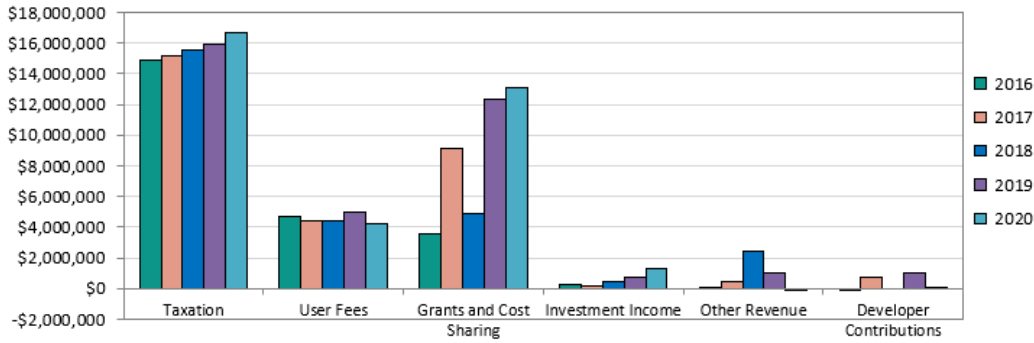
The City tracks certain financial indicators in the form of ratios, which provide some insight into financial sustainability, flexibility, and vulnerability. Over time, these indicators are helpful as they can illustrate certain trends that are occurring.

Financial Indicators	2020	2019	2018	2017	2016
Sustainability indicators:					
Total assets to total liabilities	6.06	6.39	5.39	5.77	5.59
Financial assets to total liabilities	2.18	1.95	1.47	1.63	1.56
Flexibility indicators:					
Total debt servicing costs to total revenues	0.01	0.02	0.03	0.01	0.01
Vulnerability indicators:					
Total government transfers to total revenues	0.37	0.34	0.18	0.30	0.15

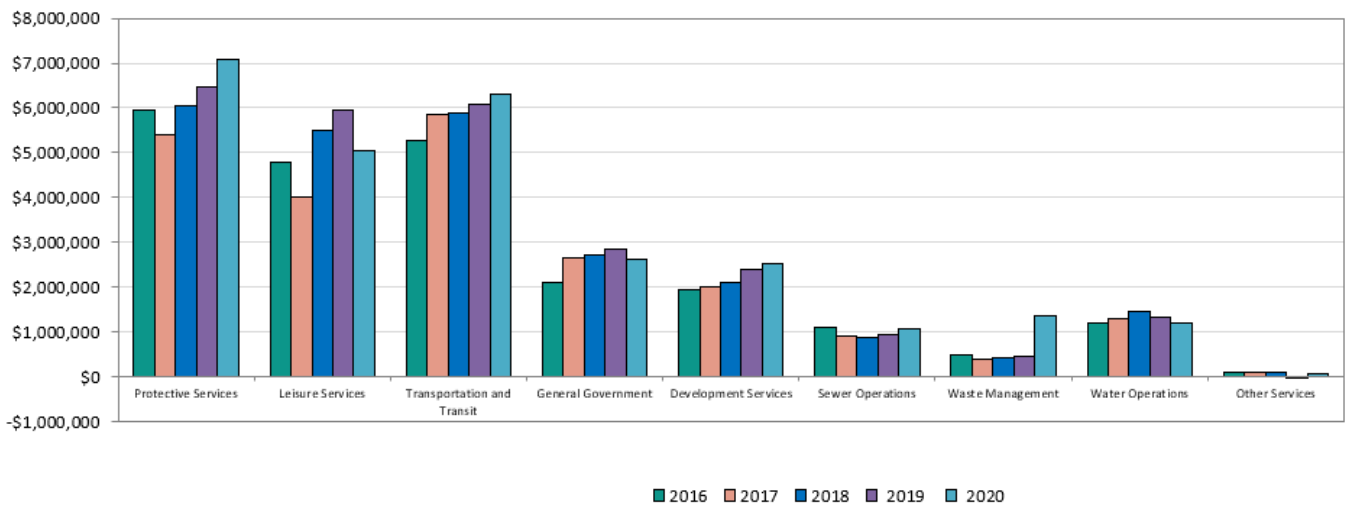
- **Sustainability indicators** provide a general indication of the City's financial position. The City is experiencing a positive trend in its total assets to total liabilities and financial assets to total liabilities. This indicates a general trend that the City does not necessarily rely on future revenues to discharge its liabilities, at this time.
- **Flexibility indicators** provide a general indication of the City's reliance on long-term debt financing. The indicator shows that a very small portion of total revenues is typically committed to debt servicing costs.
- **Vulnerability indicators** provide a general indication of the City's reliance on transfers from senior levels of government. While the City appears to be more reliant on government transfers in 2020, this is primarily due to the Northern Capital and Planning Grant and COVID-19 Safe Restart Grant received in the year.

STATISTICAL INFORMATION

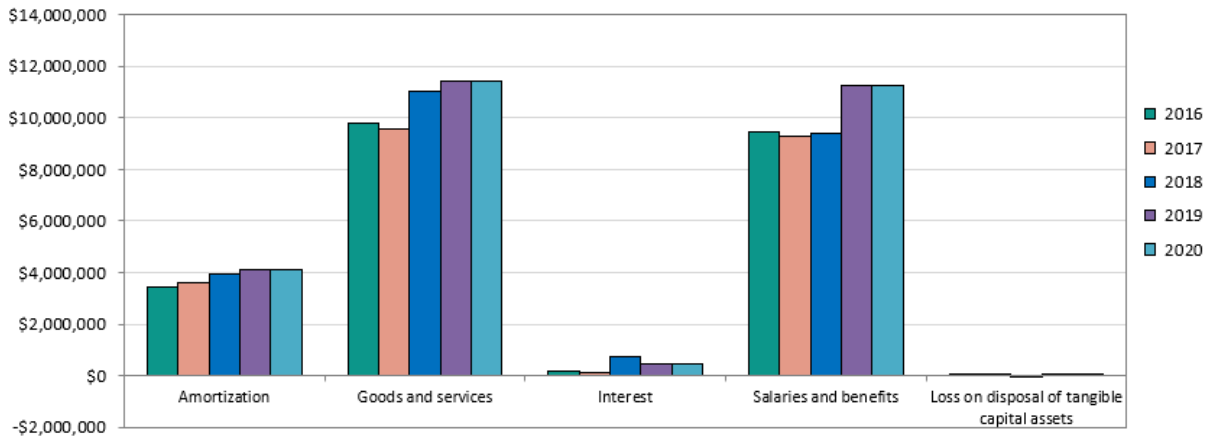
Revenues by Source:



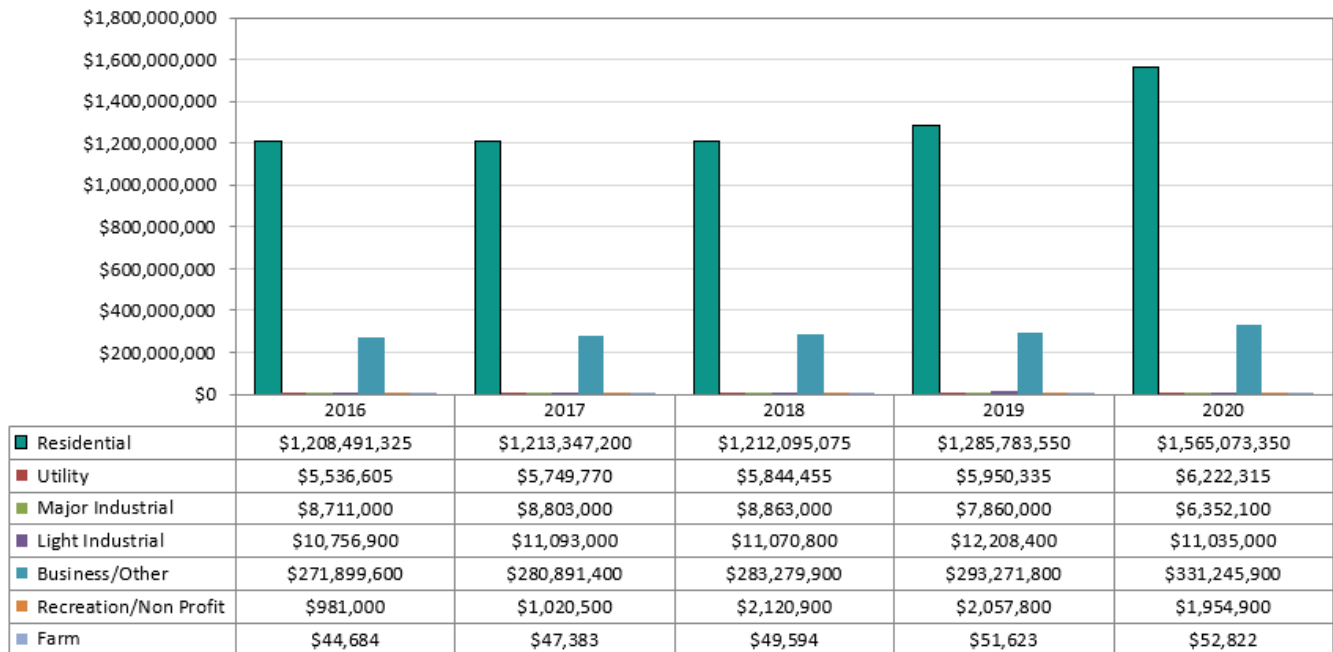
Expenses by Function:



Expenses by Object:



Assessed Values:



Property tax collections

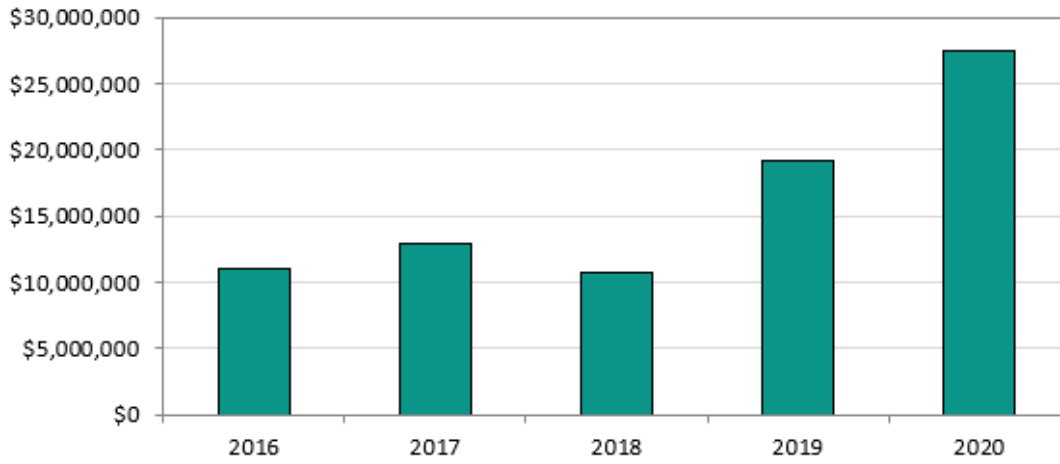
	2016	2017	2018	2019	2020
Current taxes levied ¹	22,273,708	22,752,820	22,994,433	23,380,535	23,470,727
Current taxes collected	21,866,953	22,433,146	22,500,634	22,302,071	22,246,088
Current taxes outstanding as at December 31	406,755	319,674	493,799	1,078,464	1,224,639
Percentage of current taxes collected	98.2%	98.6%	97.9%	95.4%	94.8%

¹ Includes residential flat rate utilities, collections for other authorities, and penalties; excludes grants in lieu of tax and interest

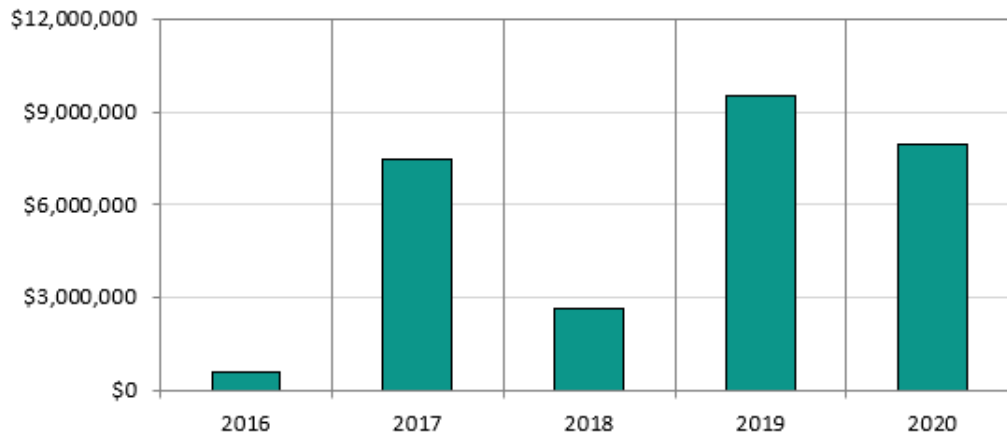
Other Major tax levies and collections

	2016	2017	2018	2019	2020
School District	5,466,543	5,220,825	5,164,645	5,079,622	4,542,173
Hospital District	880,157	1,385,052	1,317,500	1,373,136	1,457,765
Regional District	1,255,789	1,234,260	1,203,213	1,258,178	1,119,930
BCA/MFA	122,374	105,601	97,455	94,269	115,051

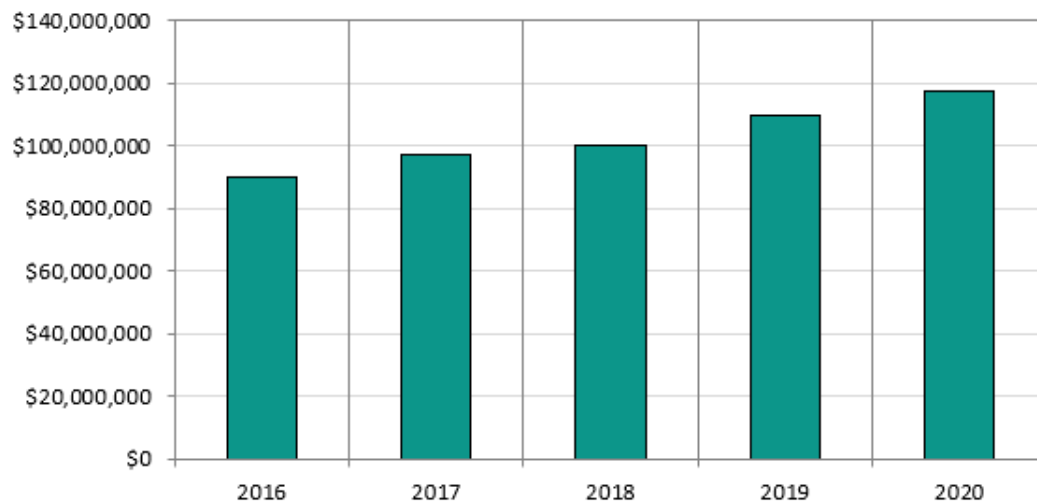
Net Financial Assets:



Total Annual Surplus:



Total Accumulated Surplus:





APPENDICES

APPENDIX A: DECLARATION OF DISQUALIFICATIONS

There were no disqualifications made under Section III of the Community Charter in 2020.

Alisa Thompson,
Corporate Administrator

APPENDIX B: PERMISSIVE TAX EXEMPTIONS

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 2020 in addition to any statutory exemptions provided by the Chamber Charter.

Name	Address	2020 City Exempt Taxes (\$)	2020 Other Exempt Taxes (\$)
Governing Council of the Salvation Army	3236 Kalum	9,595	2,949
645999 BC LTD (Salvation Army-Lease)	3227-3229 Sparks	5,149	1,461
My Recreational Mountain Co-op	101-4805 Hwy 16 W1,349		379
Terrace Child Development Centre	4665 Park	5,901	1,812
Terrace Cerebral Palsy Assoc. (T.Child Dev)	2510 Eby	6,429	2,004
Terrace Curling Association	3210 School	12,795	3,762
Terrace Elks Lodge	2822 Tetrault	1,487	726
Terrace & District Community Serv	2806 Eby	1,525	1,156
Terrace & District Community Serv	4530 Lakelse	7,912	2,313
Canadian Red Cross - 645999 BC Ltd (Lease)	124-4720 Lazelle	4,522	1,412
Kermode Friendship Society	4714 Park	28,478	11,977
Kermode Friendship Society	3313 Kalum	4,208	3,276
K'San House Society	4444 Lakelse	7,116	3,015
K'San House Society	2812 Hall	11,364	8,973
K'San House Society	4838 Lazelle	21,969	8,915
Mills Memorial Hospital Auxiliary	4544 Lazelle	2,127	599
Royal Canadian Legion Pacific #13	4425 Legion	2,841	875
Terrace Little Theatre Society	3625 Kalum	5,005	1,488
City of Terrace-Visitor Information Centre	4511 Keith	5,910	1,696
Congregation of Jehovah's Witnesses	2908 Eby	690	316
Congregation of Jehovah's Witnesses	2906 Eby	690	316
Zion Baptist Church	2911 Sparks	1,969	902
Terrace Evangelical Free Church	4640 Park	3,949	1,808
Terrace & District Council for Social Resources	4623 Tuck	2,199	1,498
Skeena Gursikh Society	4634 Walsh	1,169	536
Pentecostal Assemblies	4643 Walsh	18	8
Christian Reformed Church	3602 Sparks	964	432
Terrace Gospel Hall	4802 Scott	770	352
Knox United Church	4907 Lazelle	2,185	1,001
Pentecostal Assemblies	3511 Eby	1,930	884
Roman Catholic Episcopal Corp.	4836 Straume	3,059	948

PERMISSIVE TAX EXEMPTIONS (CONT'D)

Name	Address	2020 City Exempt Taxes (\$)	2020 Other Exempt Taxes (\$)
Anglican Synod Diocese	4506 Lakelse	2,472	1,132
BC Old Age Pensioners (Happy Gang)	3266 Kalum	1,623	783
George Little House	3100 Kalum	1,023	276
Skeena Valley Guru Nanak Soc.	4916 Medeek	1,009	462
Christian and Missionary Alliance	4927 Agar	854	391
Uplands Baptist Church	5003 Halliwell	649	297
Seventh-Day Adventist Church	5401 McConnell	891	408
Seventh-Day Adventist (All Nations Centre)	3312 Sparks	2,535	683
Fisherman's Park	5831 Hwy 16 W	1,365	625
Terrace Beautification Society (Lease)	Greig Ave	266	122
Terrace Kitimat Airport Society	Bristol Road	445,367	124,404
	Totals	623,328	197,372

APPENDIX C: CONSOLIDATED FINANCIAL STATEMENTS

City of Terrace

Consolidated Financial Statements

December 31, 2020

City of Terrace

December 31, 2020

INDEX

Consolidated Financial Statements

Management's Report	1
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MANAGEMENT'S REPORT


The management of the 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 public sector accounting standards. 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 & 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.



KRIS BOLAND
CHIEF ADMINISTRATIVE OFFICER



LORI GREENLAW
DIRECTOR OF FINANCE

**CITY OF TERRACE
COUNCIL AND APPOINTED
OFFICIALS - 2020**

MAYOR

Carol Leclerc

COUNCILORS

Sean Bujtas

Lynne Christiansen

James Cordeiro

Brian Downie

Jessica McCallum-Miller

Evan Ramsay

APPOINTED OFFICIALS - 2020

Chief Administrative Officer

Director of Finance

Corporate Administrator

Fire Chief

Director of Public Works

Director of Development Services

Director of Leisure Services

K. Boland

L. Greenlaw

A. Thompson

J. Klie

R. Schibli

D. Block

R. Schibli

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

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council
City of Terrace

Opinion

We have audited the consolidated financial statements of the City of Terrace, which comprise the statement of financial position as at December 31, 2020, and the statements of operations, changes in net financial assets, cash flows and schedules 1 to 5 for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City of Terrace as at December 31, 2020 and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Auditor's Responsibility for the Audit of the Financial Statements

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

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

Responsibilities of Management and Council for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, 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.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless conditions exist that do not allow for the going concern basis to be used.

Mayor and Council are responsible for overseeing the City's financial reporting process.

Terrace, BC
May 10, 2021



City of Terrace

CONSOLIDATED STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2020

	2020	2019
Financial Assets		
Cash and short-term investments (Notes 1 and 2)	\$ 45,806,487	\$ 32,966,146
Taxes receivable	1,925,873	1,249,155
Accounts receivable (Note 3)	908,442	2,492,586
Land held for resale (Note 1)	1,407,646	1,407,646
Municipal Finance Authority of BC - debt reserve fund (Note 4)	80,628	79,002
Investment in affiliated entities (Note 5)	510,970	1,153,860
	50,640,046	39,348,395
Liabilities		
Accounts payable and accrued liabilities	5,319,997	3,149,932
Deposits and prepayments	1,809,789	1,704,707
Accrued vacation	809,034	766,598
Care fund liability (Note 7)	226,718	220,958
Landfill closure liability (Note 8)	1,027,283	201,697
Skeena Industrial Development Park joint venture (Note 6)	9,102,020	8,818,673
Long term debt (Note 9)	4,934,832	5,294,167
	23,229,673	20,156,732
Net financial assets	27,410,373	19,191,663
Non-financial assets		
Inventory and other (Note 1)	852,834	780,942
Tangible capital assets (Note 1 and Schedule 2)	89,183,288	89,518,958
	90,036,122	90,299,900
City Position	117,446,495	109,491,563
City Position consists of:		
Operating fund	5,524,358	6,715,365
Reserves funds (Schedule 3)	27,673,681	18,551,407
Equity in tangible capital assets (Note 10)	84,248,456	84,224,791
	\$117,446,495	\$109,491,563

Approved by:



CAROL LECLERC
MAYOR



LORI GREENLAW
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, 2020

	2020	2020 Unaudited Budget	2019
Revenues			
Net taxes available for municipal purposes (Note 11)	\$ 16,639,244	\$ 16,552,942	\$ 15,948,092
User fees and sale of goods and services	4,239,541	4,327,354	4,997,220
Grants and cost sharing (Note 12)	13,124,531	4,291,355	12,315,682
Investment income	1,305,721	250,000	701,211
Developer contributions	30,000	-	997,144
Other	(80,335)	39,900	1,023,530
	35,258,702	25,461,551	35,982,879
Expenses			
Protective services	6,938,333	7,221,341	6,313,018
Leisure services	3,773,185	4,486,343	4,645,709
Transportation and transit	4,327,417	4,828,981	4,082,634
Development services	2,457,006	2,615,638	2,289,751
General government	2,212,640	2,312,204	2,195,354
Waste management	1,359,769	722,892	455,505
Water operations	875,491	1,170,519	1,024,456
Sewer operations	684,986	860,401	608,566
Interest and bank charges	445,582	203,304	570,992
(Gain)/Loss on disposal of tangible capital assets	14,109	-	55,030
Other services	79,310	139,661	154,529
Amortization of tangible capital assets	4,135,942	4,071,193	4,071,193
	27,303,770	28,632,477	26,466,737
Revenues over expenses	7,954,932	(3,170,926)	9,516,142
Opening position	109,491,563	109,491,563	99,975,421
Closing position	\$117,446,495	\$106,320,637	\$109,491,563

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, 2020

	2020	2019
Revenues over expenses	\$ 7,954,932	\$ 9,516,142
Acquisition of tangible capital assets	(3,865,205)	(5,119,625)
Amortization of tangible capital assets	4,135,942	4,071,193
(Gain)/Loss on disposal of tangible capital assets	14,109	55,030
Proceeds on sale of tangible capital assets	50,824	125,297
Inventory and other	(71,892)	(99,962)
Increase (decrease) in net financial assets	8,218,710	8,548,075
Net financial assets - beginning of year	19,191,663	10,643,588
Net financial assets - end of year	\$27,410,373	\$19,191,663

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, 2020

	2020	2019
Operating transactions		
Revenues over expenses	\$ 7,954,932	\$ 9,516,142
Non-cash items:		
Amortization	4,135,942	4,071,193
(Gain)/Loss on the disposal of tangible capital assets	14,109	55,030
(Increase) decrease in inventory and other	(71,892)	(99,962)
(Increase) decrease in taxes receivable	(676,718)	(350,819)
(Increase) decrease in accounts receivable	1,584,144	679,448
Increase (decrease) in accounts payable and accrued liabilities	2,170,065	(943,319)
Increase (decrease) in deposits and prepayments	105,082	(100,415)
Increase (decrease) in accrued vacation	42,436	14,244
Increase (decrease) in care fund liability	5,760	5,170
Increase (decrease) in landfill closure liability	825,586	5,049
Cash provided (used) by operating transactions	16,089,446	12,851,761
Capital transactions		
Acquisition of tangible capital assets	(3,865,205)	(5,119,625)
Proceeds from the disposal of tangible capital assets	50,824	125,297
Cash applied to capital transactions	(3,814,381)	(4,994,328)
Financing and investing activities		
Debt issued	-	1,233,700
Debt repayment	(303,948)	(237,616)
(Increase) decrease in investment in affiliated entities	642,890	543,171
Increase (decrease) in Skeena Industrial Development Park Joint Venture	283,347	(2,539,085)
Actuarial adjustments	(55,387)	(45,410)
Increase in MFA debt reserve	(1,626)	(13,357)
Cash (provided) used in financing and investing activities	565,276	(1,058,597)
Increase (decrease) in cash position	12,840,341	6,798,836
Cash and cash equivalents - beginning of year	32,966,146	26,167,310
Cash and cash equivalents - end of year	\$ 45,806,487	\$ 32,966,146

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

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

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 Chartered Professional Accountants of Canada. 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 results of the services provided by the City.

Capital Fund This fund, consisting of the general, water and sewer capital funds, comprises tangible capital asset expenditures and related financing less accumulated amortization.

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, 2020

1. Significant Accounting Policies (continued)

d) Inventory

Inventory held for City services is recorded at average landed cost.

e) 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.

f) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services.

g) Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the 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.

h) Financial instruments

The City's financial instruments consist of cash, short-term investments, accounts receivable, accounts payable and long-term debt. The City measures financial assets and liabilities at market value at the date of acquisition except for those investments quoted in an active market, which are reported at market value. 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.

i) Reporting entity and principles of financial reporting

The City's reporting entity includes the municipal government and entities that are either controlled or owned by it. All controlled entities are fully consolidated on a line-by-line basis except for government business enterprises that are consolidated on a modified equity basis.

Under the modified equity basis, accounting policies are not adjusted to conform to the City, inter-organizational transactions and balances are not eliminated and the City recognizes annual earnings or losses in its statement of operations with a corresponding increase or decrease in the investment. Any distributions reduce the carrying value of the investment.

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

1. Significant Accounting Policies (continued)

i) Reporting entity and principles of financial reporting (continued)

The City's reporting entity includes:

Terrace Community Forest LP	Government business enterprise	99%
Terrace Community Forest Limited	Government business enterprise	100%

2. Cash and short-term investments

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

	2020	2019
Municipal Finance Authority of BC investments:		
MFA Money market fund	\$ 6,253,754	\$ 729,689
MFA Short-term bond and intermediate funds	28,181,861	21,022,060
MFA Care fund investment	226,718	220,958
Scotiabank investments	10,028,000	10,028,000
	44,690,333	32,000,707
Cash	1,116,154	965,439
	\$45,806,487	\$32,966,146

3. Accounts receivable

	2020	2019
Government grants receivable:		
Provincial		
Ministry of Municipal Affairs and Housing	\$ -	\$ 1,465,799
Ministry of Attorney General - Gaming revenue	-	197,784
UBCM - Asset Management, Community Resiliency and Housing	163,229	5,900
Northern Development Initiative Trust	45,503	38,442
Trade receivable - sewer and water	51,503	57,397
Other	648,207	727,264
Accounts receivable	\$ 908,442	\$ 2,492,586

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

4. Municipal Finance Authority of BC - debt reserve fund

The Municipal Finance Authority of BC ("MFA") provides capital financing for regional districts and their member municipalities and with respect to this, is required to establish a Debt Reserve Fund. Each regional district and its member municipalities who share in the proceeds of a debt issue are required to pay into the Debt Reserve Fund certain amounts set out in the debt agreements. This fund is held in trust by MFA as protection against loan default. Upon the maturity of a debt issue the unused portion of the Debt Reserve Fund established for that issue, including interest earned on it, is discharged to the original contributors.

5. Investment in affiliated entities

Terrace Community Forest Limited Partnership manages the community forest licence in three general areas around Terrace. The City, as sole limited partner, has a 99% partnership interest with the general partner, Terrace Community Forest Limited, holding the remaining 1%.

The government business enterprise has been consolidated on a modified equity basis.

	2020	2019
Balance Sheet		
Cash and short term investments	\$ 640,831	\$ 1,364,012
Accounts and other receivables	191,625	5,885
Equipment	19,200	24,000
Total assets	<u>851,656</u>	<u>1,393,897</u>
Trade and other payables	190,566	89,917
Silviculture provision	150,120	150,120
Total liabilities	<u>340,686</u>	<u>240,037</u>
Partner capital	<u>510,970</u>	<u>1,153,860</u>
Total liabilities and partner capital	<u>851,656</u>	<u>1,393,897</u>
Statement of Comprehensive Income		
Revenue	37,920	2,082,705
Direct Costs	(80,561)	(1,607,995)
Expenses	(250,704)	(320,009)
Other income (expenses)	(98,228)	54,738
Net income (loss) for the year	<u>(391,573)</u>	<u>209,439</u>

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

5. Investment in affiliated entities (continued)

	2020	2019
Summary of Investments in Affiliated Entities		
Owner equity in Terrace Community Forest Limited	\$ 8,342	\$ 13,575
Partnership capital in Terrace Community Forest Limited Partnership	502,628	1,140,285
Total investment in affiliated entities	510,970	1,153,860

6. Skeena Industrial Development Park joint venture

The City and the Kitselas First Nation have entered into a multi-year Joint Venture agreement for the sale of land know as the Skeena Industrial Development Park. The main purpose of the Joint Venture is to stimulate economic development in the area. The Joint Venture has an agreement with the Province of B.C. to purchase land as needed in the specified area. The profits, if any, are to be shared equally when all the land is sold. The joint venture has received \$12,390,814 and incurred expense totalling \$3,288,794. The Joint Venture is to provide road and water services to the site. The cost to provide these services is currently unknown.

7. Care fund liability

The use of perpetual care (cemetery) fund monies, together with any earnings thereon, is restricted by legislation.

8. Landfill closure liability

The City of Terrace landfill ceased taking residential garbage in November 2016 and is proceeding with closure. Closure activities include a final cover and landscaping, surface and ground water monitoring, leachate control and inspection as defined by Ministry of Environment regulations.

Closure costs have been reevaluated and the landfill liability has been increased by \$817,628 in 2020 to address closure care requirements as established by Provincial regulation. A total liability of \$1,027,283 has been recorded for closure costs. The closure cost may need to be reevaluated in the future if Ministry requirements or environmental legislations change while the closure process is underway.

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

9. Long term debt

	2020	2019
Municipal Finance Authority of BC ("MFA")		
Debenture debt matures in 2021 to 2034 and debenture debt annual interest rates range from 2.24% to 3.2%.	\$ 4,934,832	\$ 5,294,167

Principal repayments for the next five years are:

	2021	2022	2023	2024	2025
Principal payment	\$ 303,948	\$ 298,639	\$ 298,639	\$ 298,639	\$ 298,639
Actuarial addition	67,712	77,920	90,810	104,150	117,957
	\$ 371,660	\$ 376,559	\$ 389,449	\$ 402,789	\$ 416,596

10. Equity in tangible capital assets

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

	2020	2019
Increases:		
Capital acquisitions funded by operations	\$ 3,865,205	\$ 5,119,625
Retirement of debt - principal repayment	303,948	237,616
Actuarial adjustment	55,387	45,410
Decreases:		
Cost of issue of debt	-	(33)
Dispositions at net book value	(64,933)	(180,327)
Amortization of tangible capital assets	(4,135,942)	(4,071,193)
Change in equity in tangible capital assets	23,665	1,151,098
Equity in tangible capital assets - beginning of year	84,224,791	83,073,693
Equity in tangible capital assets - end of year	\$ 84,248,456	\$ 84,224,791

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

11. Net taxes available for municipal purposes

	2020	2019
Taxes:		
Property	\$ 22,133,182	\$ 21,984,687
Frontage	678,174	672,949
Utility fees	453,155	479,621
Revenue in lieu of taxes	403,437	372,762
Penalties and interest on taxes	206,216	243,278
	23,874,164	23,753,297
Less taxes on behalf of:		
Province of BC - School	4,542,173	5,079,622
North West Regional Hospital District	1,457,765	1,373,136
Regional District of Kitimat-Stikine	1,119,930	1,258,178
BC Assessment Authority	114,549	93,839
Municipal Finance Authority of BC	504	430
	7,234,921	7,805,205
Net taxes available for municipal purposes	\$ 16,639,244	\$ 15,948,092

12. Grants and Cost Sharing

The following grants and cost sharing have been included in revenues:

	2020	2019
Capital project grants		
- Provincial	\$ 6,774,657	\$ 8,209,300
- Regional District / Other	1,104,755	1,118,379
	7,879,412	9,327,679
Operating grants and cost sharing		
- Federal	33,564	4,688
- Provincial	3,694,355	1,441,822
- Regional District / Other	1,517,200	1,541,493
	5,245,119	2,988,003
	13,124,531	12,315,682

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

13. Commitments and contingencies

a) Pension plan

The City of Terrace and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2019 the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The City of Terrace paid \$815,986 for employer contributions to the Plan in fiscal 2020 (\$770,501 in 2019).

The next valuation will be as at December 31, 2021 with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the plan.

b) 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.

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

13. Commitments and contingencies (continued)

c) 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 is established by contributions from all 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. Segmented Information

The City of Terrace is a municipal government that provides a wide range of services to its residents and taxpayers. The City operations and activities are organized and reported by segments. These segments include Protective Services, Leisure Services, Transportation and Transit, Development Services, General Government, Waste Management, Water Operations and Sewer Operations and Other Services. Revenues include government grants, user fees, investment income and property taxation; the latter being the largest source of funding. Operating results are reported by segment in Schedule 1. Property taxation, which funds many of the operations, is not allocated to a specific segment and is reported as unallocated.

Protective Services

Protective Services is comprised of fire protection and policing. The Fire Department is responsible for fire suppression, fire prevention, fire safety, highway rescue and emergency preparedness. The Royal Canadian Mounted Police operates under agreement to provide police services to the City.

Leisure Services

The Leisure Services department operates and provides services for the pool, arenas, parks, trails and open spaces and leisure programs. The Terrace Public Library and Heritage Park Museum are also reported under this segment.

Transportation and Transit

The Public Works department provides transportation service including street maintenance, snow removal, building maintenance, street lighting, traffic lights, fleet maintenance, storm sewer and inventory control. Transit services, also reported under this segment, are provided under contract with BC Transit.

Development Services

The Development Services department is responsible for land use, sustainable planning and general development services. This includes building inspection, business licensing, animal control, planning, mapping and bylaw enforcement. The Skeena Industrial Development Park Joint Venture with the Kitselas First Nation

City of Terrace

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2020

14. Segmented Information (continued)

Development Services (continued)

is managed by the City and reported under this segment. Tourism services provided by Kermoder Tourism Society and economic development are also reported under this segment.

General Government

General government operations include legislative services, general administration, finance and information technology functions.

Waste Management

Waste management services are provided by the Public Works department and include the collection and treatment/disposal of solid waste, organics, yard waste and recycling.

Water Operations

This segment includes all operating activities related to pumping, treating and distributing water throughout the city and operates under the Public Works department.

Sewer Operations

This segment includes all operating activities related to collection and treatment of wastewater throughout the city and operates under the Public Works department.

Other Services

Other services include cemetery services.

City of Terrace

CONSOLIDATED SCHEDULE OF SEGMENTED REVENUES AND EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2020

(Schedule 1) Cont.

	Protective services	Leisure services	Transportation and transit	Development services	General government	Waste management
Revenues						
Net taxes available for municipal purposes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
User fees and sale of goods and services	282,263	428,692	477,636	686,807	-	732,295
Grants and transfers	813,731	1,037,784	378,860	223,774	10,655,661	-
Investment income	-	-	-	-	-	-
Developer contributions	-	-	-	-	-	-
Other	-	-	-	-	305,555	-
	1,095,994	1,466,476	856,496	910,581	10,961,216	732,295
Expenses						
Salaries and wages	3,026,680	1,729,296	2,014,989	1,643,021	1,569,905	431,373
Goods and services	3,911,653	2,043,889	2,312,428	813,985	642,735	928,396
Interest and bank charges	-	178,040	2,072	77,031	188,440	-
Amortization of tangible capital assets	161,081	1,083,706	1,965,524	2,242	206,690	-
(Gain)Loss on disposal of tangible capital assets	-	-	14,109	-	-	-
	7,099,414	5,034,931	6,309,122	2,536,279	2,607,770	1,359,769
Excess (deficiency) of revenues over expenses	\$ (6,003,420)	\$ (3,568,455)	\$ (5,452,626)	\$ (1,625,698)	\$ 8,353,446	\$ (627,474)

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

City of Terrace

CONSOLIDATED SCHEDULE OF SEGMENTED REVENUES AND EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2020

(Schedule 1) Cont.

	Water operations	Sewer operations	Other services	Unallocated	2020 \$	2020 Unaudited Budget	2019 \$
Revenues							
Net taxes available for municipal purposes	\$ -	\$ -	\$ -	\$ 16,639,244	\$ 16,639,244	\$ 16,552,942	\$ 15,948,092
User fees and sale of goods and services	1,067,728	496,153	67,967	-	4,239,541	4,327,354	4,997,220
Grants and transfers	-	14,797	-	-	13,124,531	4,291,355	12,315,682
Investment income	-	-	-	1,305,721	1,305,721	250,000	701,211
Developer contributions	-	-	-	30,000	30,000	-	997,144
Other	-	-	-	(385,890)	(80,335)	39,900	1,023,530
	1,067,728	510,950	67,967	17,589,075	35,258,702	25,461,551	35,982,879
Expenses							
Salaries and wages	537,462	257,520	61,349	-	11,271,595	11,462,673	10,651,250
Goods and services	338,029	427,466	17,961	-	11,436,542	12,895,307	11,118,272
Interest and bank charges	-	-	-	-	445,582	203,304	570,992
Amortization of tangible capital assets	330,187	386,512	-	-	4,135,942	4,071,193	4,071,193
(Gain)Loss on disposal of tangible capital assets	-	-	-	-	14,109	-	55,030
	1,205,678	1,071,498	79,310	-	27,303,770	28,632,477	26,466,737
Excess (deficiency) of revenues over expenses	\$ (137,950)	\$ (560,548)	\$ (11,343)	\$ 17,589,075	\$ 7,954,932	\$ (3,170,926)	\$ 9,516,142

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, 2020

(Schedule 2)

	Cost				Accumulated Amortization				Net book value 2020	Net book value 2019
	Opening Balance	Additions	Disposals	Ending balance	Opening Balance	Amortization	Accumulated amortization on disposals	Ending balance		
Land	\$ 10,082,394	\$ 63,971	\$ -	\$ 10,146,365	\$ -	\$ -	\$ -	\$ -	\$ 10,146,365	\$ 10,082,394
Land Improvements	5,016,674	100,552	(642)	5,116,584	2,832,529	176,419	(642)	3,008,306	2,108,278	2,184,145
Buildings	32,774,038	169,425	-	32,943,463	14,689,244	1,063,552	-	15,752,796	17,190,667	18,084,794
Motor Vehicles	7,470,592	1,412,271	(252,085)	8,630,778	3,410,300	418,127	(214,618)	3,613,809	5,016,969	4,060,292
Furniture, equipment and technology	3,180,952	159,929	(581,702)	2,759,179	2,139,303	161,300	(581,702)	1,718,901	1,040,278	1,041,649
Transportation infrastructure	53,698,915	2,442,990	(201,902)	55,940,003	29,575,876	1,310,905	(192,515)	30,694,266	25,245,737	24,123,039
Water infrastructure	17,433,492	924,888	(16,823)	18,341,557	8,234,004	330,187	(16,823)	8,547,368	9,794,189	9,199,488
Sanitary sewer infrastructure	15,906,941	1,926,918	(5,289)	17,828,570	8,728,190	386,512	(5,289)	9,109,413	8,719,157	7,178,751
Storm sewer	14,066,685	475,291	(47,254)	14,494,722	6,306,490	288,940	(29,175)	6,566,255	7,928,467	7,760,195
Assets under construction	5,804,211	(3,811,030)	-	1,993,181	-	-	-	-	1,993,181	5,804,211
	\$ 165,434,894	\$ 3,865,205	\$ (1,105,697)	\$ 168,194,402	\$ 75,915,936	\$ 4,135,942	\$ (1,040,764)	\$ 79,011,114	\$ 89,183,288	\$ 89,518,958

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, 2020

(Schedule 3)

	Machinery and equipment	Capital works	Land acquisition	Parking space	Community Works	Parks acquisition	Airport Lands Joint Venture	Affordable housing	Active transportation
Balance - Beginning of year	\$ 3,383,701	\$ 3,266,325	\$ 1,425,786	\$ 74,064	\$ 562,644	\$ 144,363	\$ 1,514,232	\$ 177,705	\$ 14,849
Investment income	133,516	91,057	56,259	2,922	22,201	5,696	-	7,012	744
Transfers in	645,008	72,200	-	1,750	-	14,900	54,054	-	1,750
Transfers out	(842,391)	-	-	-	(22,589)	(33,971)	-	-	-
Balance - End of year	\$ 3,319,834	\$ 3,429,582	\$ 1,482,045	\$ 78,736	\$ 562,256	\$ 130,988	\$ 1,568,286	\$ 184,717	\$ 17,343

	Northern Capital and Planning (Schedule 4)	Community Forest	COVID-19 Safe Restart (Schedule 5)	Total
Balance - Beginning of year	\$ 7,987,738	\$ -	\$ -	\$ 18,551,407
Investment income	315,184	-	-	634,591
Transfers in	6,531,000	257,000	2,728,000	10,305,662
Transfers out	(845,888)	(73,142)	-	(1,817,981)
Balance - End of year	\$ 13,988,034	\$ 183,858	\$ 2,728,000	\$ 27,673,681

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

City of Terrace

NORTHERN CAPITAL AND PLANNING GRANT RESERVE FOR THE YEAR ENDED DECEMBER 31, 2020 (Schedule 4)

	2020	2019
Balance - Beginning of year	\$ 7,987,738	\$ -
Investment income	315,184	-
Transfers in	6,531,000	8,197,000
Transfers out	(845,888)	(209,262)
Balance - End of year	\$ 13,988,034	\$ 7,987,738

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

City of Terrace

COVID-19 SAFE RESTART GRANT RESERVE FOR THE YEAR ENDED DECEMBER 31, 2020 (Schedule 5)

	2020	2019
Balance - Beginning of year	\$ -	\$ -
Investment income	-	-
Transfers in	2,728,000	-
Transfers out	-	-
Balance - End of year	\$ 2,728,000	\$ -

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



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Canada's 150th Birthday



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