

A scenic landscape photograph of a mountain valley. In the foreground, there is a field of green and brown vegetation. A tall, thin, dark tree trunk stands on the right side. In the middle ground, a blue lake is visible, surrounded by evergreen trees. In the background, there are mountains with some snow-capped peaks under a blue sky with light clouds.

# CITY OF TERRACE 2013 ANNUAL REPORT

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# 2013 ELECTED OFFICIALS



## Terrace City Council:

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

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

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

# MESSAGE FROM THE MAYOR



It is my pleasure to present the City of Terrace 2013 Annual Report as required under the Community Charter, Section 98. A municipal Council must annually prepare a progress report including objectives and measures for the coming year. It should also include a brief report card on the previous year's accomplishments, a snapshot of municipal services and operations, and financial information.

2013 was an exciting year for Terrace, and indeed the Northwest Region. As a service centre for the Northwest, Terrace saw an increase in activity related to projects such as Liquefied Natural Gas pipeline development, the Northwest Transmission Line construction, the Rio Tinto Alcan Modernization project in Kitimat and a number of mining projects in the Northwest. The Northwest Regional Airport saw record numbers of passengers in 2013.

The first lot at the Skeena Industrial Development Park was sold in 2013. Council appointed the Co-op Property Development Task Force to review and make recommendations for the best use of the property. Terrace hosted Minerals North Annual conference. A dedicated group of volunteers organized, planned, and worked tirelessly to make this event a great success. The Housing Committee continued to build on the work they have been doing to diversify Terrace's housing stock, presenting the Housing Action Plan to Council, collaborating on a seniors' housing project, and initiating a new Housing Needs Assessment for the City of Terrace.

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

A handwritten signature in black ink, appearing to read 'David Pernarowski'. The signature is stylized with a large loop at the end.

David Pernarowski, Mayor  
City of Terrace

## 2013 COUNCIL AREAS OF RESPONSIBILITY

<p><b>BRUCE BIDGOOD</b></p> <ol style="list-style-type: none"> <li>1. Housing Committee (+ST)</li> <li>2. Community Forest Corporation Profit Distribution (+DP)</li> <li>3. Reg'l Dist of K-Stikine, Director</li> <li>4. Skeena Diversity Society</li> <li>5. <i>T K Airport Society (Alt to MD)</i></li> <li>6. <i>TDIA (Alt to ST)</i></li> <li>7. Development Services Liaison</li> </ol>	<p><b>LYNNE CHRISTIANSEN</b></p> <ol style="list-style-type: none"> <li>1. Youth Advisory Committee</li> <li>2. Reg'l Dist of K-Stikine, Director</li> <li>3. Terrace Public Library</li> <li>4. Greater Terrace Food Council</li> <li>5. <i>Beautification Society (Alt to JC)</i></li> <li>6. Fire Dept Liaison</li> </ol>		
<p><b>JAMES CORDEIRO</b></p> <ol style="list-style-type: none"> <li>1. Seniors' Committee</li> <li>2. Beautification Society</li> <li>3. <i>Kermodei Tourism Society (Alt. to MD)</i></li> <li>4. <i>NCDC (Alt to BD)</i></li> <li>5. <i>Riverboat Days Society (Alt to BD)</i></li> <li>6. Finance Liaison</li> </ol>	<p><b>MARYLIN DAVIES</b></p> <ol style="list-style-type: none"> <li>1. <i>Community Impacts Task Force (Alt to BD)</i></li> <li>2. Kermodei Tourism Society</li> <li>3. T K Airport Society</li> <li>4. Healthy Communities Committee</li> <li>5. <i>Reg'l Dist of K-Stikine-primary alternate to BB and secondary alternate to LC</i></li> <li>6. <i>Educational Services (Alt to BD)</i></li> <li>7. RCMP Liaison</li> </ol>		
<p><b>BRIAN DOWNIE</b></p> <ol style="list-style-type: none"> <li>1. Community Impacts Task Force</li> <li>2. NCDC</li> <li>3. Terrace &amp; Dist Museum Society</li> <li>4. Educational Services</li> <li>5. Riverboat Days Society</li> <li>6. <i>Skeena Diversity Society (Alt to BB)</i></li> <li>7. <i>TEDA (Alt to ST)</i></li> <li>8. Leisure Services Liaison</li> </ol>	<p><b>STACEY TYERS</b></p> <ol style="list-style-type: none"> <li>1. Housing Committee (+BB)</li> <li>2. TEDA</li> <li>3. TDIA</li> <li>4. <i>Reg'l Dist of K-Stikine-primary alternate to LC and secondary alternate to BB</i></li> <li>5. <i>Terrace and Dist Museum Society (Alt to BD)</i></li> <li>6. <i>Terrace Public Library (Alt to LC)</i></li> <li>7. <i>Greater Terrace Food Council (Alt to LC)</i></li> <li>8. Public Works Liaison</li> </ol>		
<p><b>DAVID PERNAROWSKI</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <ol style="list-style-type: none"> <li>1. Governments (Fed/Prov/Mun &amp; Bands)</li> <li>2. Northern Development – NW RAC Member</li> <li>3. UBCM Executive</li> </ol> </td> <td style="width: 50%; border: none;"> <ol style="list-style-type: none"> <li>4. Community Forest Corporation Profit Distribution (+BB)</li> <li>5. <i>Healthy Communities Committee (Alt to MD)</i></li> <li>6. Administration Liaison</li> </ol> </td> </tr> </table>		<ol style="list-style-type: none"> <li>1. Governments (Fed/Prov/Mun &amp; Bands)</li> <li>2. Northern Development – NW RAC Member</li> <li>3. UBCM Executive</li> </ol>	<ol style="list-style-type: none"> <li>4. Community Forest Corporation Profit Distribution (+BB)</li> <li>5. <i>Healthy Communities Committee (Alt to MD)</i></li> <li>6. Administration Liaison</li> </ol>
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# **2013 COUNCIL INITIATIVES**

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

These initiatives formed the building blocks of the City of Terrace's 2013 Plan.

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



### **Initiatives:**

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

## ENSURING COMMUNITY INFRASTRUCTURE



*Road Reconstruction on the 4700 Block of McConnell Avenue*

### Initiatives:

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

## BUILDING PARTNERSHIPS AND ENHANCING RELATIONSHIPS



*City of Terrace and Kitselas Community to Community Forum gift presentation*

### Initiatives:

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



## ENCOURAGING BUSINESS AND TOURISM



*Minerals North Planning Committee at the Minerals North 2013 Conference in Terrace*

### Initiatives:

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

# CONNECTING WITH OUR ELECTED PROVINCIAL REPRESENTATIVES

**Premier Christy Clark**  
Regional Revenue Sharing

**Honourable Bill Bennett**  
**Minister of Community Sport and Cultural Development**  
Regional Revenue Sharing  
Second Overpass in Terrace  
Federal Funding Opportunities  
Canada B.C. Immigration  
LNG Development



*(left to right): Harry Nyce, Regional District of Kitimat-Stikine Board Chair, Councillors Stacey Tyers, Lynne Christiansen, and Brian Downie, Premier Christy Clark, Councillors Bruce Bidgood and Marilyn Davies, Mayor Dave Pernarowski, Councillor James Cordeiro, Minister Coralee Oakes and MLA Robin Austin at the 2013 Union of BC Municipalities Conference in Victoria.*

**Honourable Shirley Bond**  
**Attorney General and Minister of Justice**  
**Minister of Jobs, Tourism, and Skills Training**  
Family Law Act  
LNG Development  
Revenue Sharing  
Supporting Tourism

**Honourable Ida Chong**  
**Minister of Aboriginal Relations and Reconciliation**  
Kitsumkalum Incremental Treaty Agreement  
Kitselas Incremental Treaty Agreement  
Territorial Land Claims

**Honourable Rich Coleman**  
**Deputy Premier and Minister of Natural Gas Development and Minister Responsible for Housing**  
LNG & Natural Gas Development in the Region  
Affordable Housing Crunch

**Honorable Don McRae**  
**Minister of Social Development and Social Innovation**

**Honorable James Moore**  
**Minister of Industry**  
Maintaining or Expanding Provincial Offices and Services Available in Terrace  
Preparing for the Impacts of Major Projects  
Training for Local Residents

**Honourable Coralee Oakes**  
**Minister of Community, Sport, and Cultural Development**  
Community Action Planning  
Preparations for Industrial Growth  
Regional Revenue Sharing

**Honourable Pat Pimm**  
**Minister of Agriculture**  
Greater Terrace Agricultural Area Plan  
Support for Local Growers

**Honourable Mary Polak**  
**Minister of Environment**  
Maintaining or Expanding Provincial Offices and Services Available in Terrace  
Preparing for the Impacts of Major Projects  
Training for Local Residents

**Honourable John Rustad**  
**Minister of Aboriginal Relations and Reconciliation**  
Regional Revenue Sharing

**Honourable Todd Stone**

**Minister of Transportation and Infrastructure and Deputy House Leader**

Maintaining or Expanding Provincial Offices and Services Available in Terrace  
Preparing for the Impacts of Major Projects  
Training for Local Residents  
Highway 16 Transportation Corridor Study

**Honourable Amrik Virk**

**Minister of Advanced Education at Northwest Community College**

Education Announcement at Northwest Community College  
Support for a new Trades & Technology Facility for NWCC

**MP Nathan Cullen**

Enbridge Northern Gateway Pipelines Project

**MLA Robin Austin**

Public Education System  
Regional Revenue Sharing  
Development Projects and Infrastructure Challenges  
Updated Provincial Legislation

# 2013 HIGHLIGHTS IN REVIEW

## CREATING A HEALTHY, VIBRANT AND SUSTAINABLE COMMUNITY



*Original City of Terrace Crest featured at City Hall*

- # Councillor attended a Greater Terrace Beautification Society meeting (January)
- # Council members attended a Northwest Regional Hospital District meeting (January)
- # Council members attended a Regional District of Kitimat-Stikine Board meeting (January)
- # Councillor attended a Housing Committee meeting (January)
- # Mayor and Council attended a Public Budget Presentation for 2013-2017 (January)
- # Councillor attended a Coast Mountains School District Board of Education meeting (January)
- # Councillors attended a Community Energy & Emissions Quickstart Planning workshop (January)
- # Councillor gave a presentation on Local Government to a school group (January)
- # Councillor hosted a tour of City Hall for a school group (January)

- # Councillor attended a Dr. R.E.M. Lee Hospital Foundation Board meeting (January)
- # Councillor attended a Terrace & District Community Social Services Interagency meeting (January)
- # Mayor and Council attended a funeral service for longtime Terrace resident Leona Smith (February)
- # Councillor attended a Generation Squeeze presentation and luncheon (February)
- # Council members attended a North West Regional Hospital District meeting (February)
- # Council members attended a Regional District of Kitimat-Stikine Board meeting (February)
- # Councillor attended a Skeena Diversity Society meeting (February)
- # Mayor & Councillor attended an Agricultural Area Plan Open House hosted by the Regional District of Kitimat-Stikine and the City of Terrace (February)
- # Councillor attended a Terrace & District Community Social Services Interagency meeting (February)
- # Councillor attended a Kalum Land and Resource Plan Implementation Committee meeting (February)
- # Councillor attended a Coast Mountains School District Board of Education meeting (February)
- # Councillor attended a Terrace Public Library Board meeting (February)
- # Councillor attended a Housing Committee meeting (February)
- # Councillor attended a Greater Terrace Food Association meeting (February)
- # Mayor & Council met with students from the University of Northern British Columbia's Social Work Program (February)
- # Councillor attended a One Billion Rising to End Violence Against Women event (February)
- # Councillor attended the Northwest Community College Celebration of the Strategic Plan Luncheon (February)



*Northwest Community College*

- # Mayor & Council attended a tour of the Terrace R.C.M.P. detachment (February)
- # Councillor attended a Healthy Forests, Healthy Communities Workshop (February)
- # Councillor attended an Enbridge Community Advisory Board meeting (February)
- # Mayor & Council attended a Renewal Northwest Tour hosted by MP Nathan Cullen (February)
- # Councillor attended a University of Northern British Columbia Northwest Regional Advisory Committee meeting (March)
- # Councillor attended a Terrace & District Community Social Services Interagency meeting (March)
- # Councillor attended the Social Work Week Opening Ceremonies in Terrace at the University of Northern British Columbia (March)
- # Members of Council attended the Multicultural Society's Annual Multicultural Potluck Dinner (March)
- # Members of Council attended a Regional District of Kitimat-Stikine Board meeting (March)
- # Councillor attended a Coast Mountains School District Board of Education meeting (March)
- # Members of Council attended a North West Regional Hospital District meeting (March)
- # Councillor attended a Housing Committee meeting (March)
- # Councillor attended a Greater Terrace Beautification Society meeting (March)
- # Councillors attended the Skeena Nass Centre for Innovation in Resource Economics Partnerships 2020 Conference (March)
- # Council attended the City of Terrace Volunteer Appreciation Banquet (March)
- # Councillor attended an Annual forum for Progressive Governance Conference on Deepening Democracy (March)
- # Councillors attended a Terrace & District Chamber of Commerce Luncheon regarding the City of Terrace Budget Presentation (March)
- # Mayor attended the Annual Northwest Science & Innovation Society Terrace Science Fair Awards Ceremony (March)
- # Councillor attended A Slice of the Green Pie Seminar hosted by the Skeena Nass Centre for Innovation in Resource Economics (March)
- # Councillor attended a Terrace & District Community Services Society Interagency meeting (April)
- # Councillor attended a Housing Committee meeting (April)
- # Councillor attended a Kalum Land and Resource Plan Implementation Committee meeting (April)
- # Councillor attended a Terrace Public Library Board meeting (April)
- # Councillor attended a Coast Mountains School District Board of Education meeting (April)
- # Mayor and Council attended a City of Terrace Budget meeting (April)
- # Councillor attended a Greater Terrace Food Association meeting (April)
- # Councillors attended a Regional District of Kitimat-Stikine Board meeting (April)
- # Mayor and Council participated in the Greater Terrace Beautification Society's annual garbathon (April)
- # Mayor attended the Pacific Northwest Music Festival Gala Night celebration (April)
- # Councillor attended the Terrace Volunteer Fire Fighters' Association Annual Banquet (April)
- # Mayor attended the Big Brothers Big Sisters Bowl-a-Thon (April)
- # Mayor received a Daffodil pin on behalf of the Canadian Cancer Society's Cancer Awareness Month campaign (April)

- # Councillors attended the Partnering for Healthy Communities Workshop hosted by Northern Health (April)
- # Councillor attended the Council of Forest Industries Conference in Prince George (April)
- # Mayor and Councillors participated in McHappy Day at Mcdonald's Restaurant (May)
- # Councillor attended a Greater Terrace Seniors' Advisory Committee meeting (May)
- # Councillor attended a Greater Terrace Beautification Society meeting (May)
- # Councillor attended a Terrace Downtown Improvement Area meeting (May)
- # Councillor attended a Coast Mountains School District Board of Education meeting (May)
- # Mayor and Councillor attended a Greater Terrace Beautification Society Fundraiser (May)
- # Councillor attended a Skeena Diversity Society meeting (May)
- # Councillor attended a Housing Committee meeting (May)
- # Council members attended a Northwest Regional Hospital District meeting (May)
- # Council members attended a Regional District of Kitimat-Stikine Board meetings (May)
- # Mayor attended the Northwest Community College Convocation Ceremony (May)
- # Councillor attended the Skeena Diversity Society Annual General meeting (May)
- # Councillor attended an event hosted by the Rotary Club of Terrace – Skeena Valley, the Rotary Club of Terrace, and the Rotary Club of Kitimat (May)
- # Mayor and Councillors participated in Bike to Work Week 2013 (May)



*Mayor Dave Pernarowski participating in Bike to Work Week 2013*

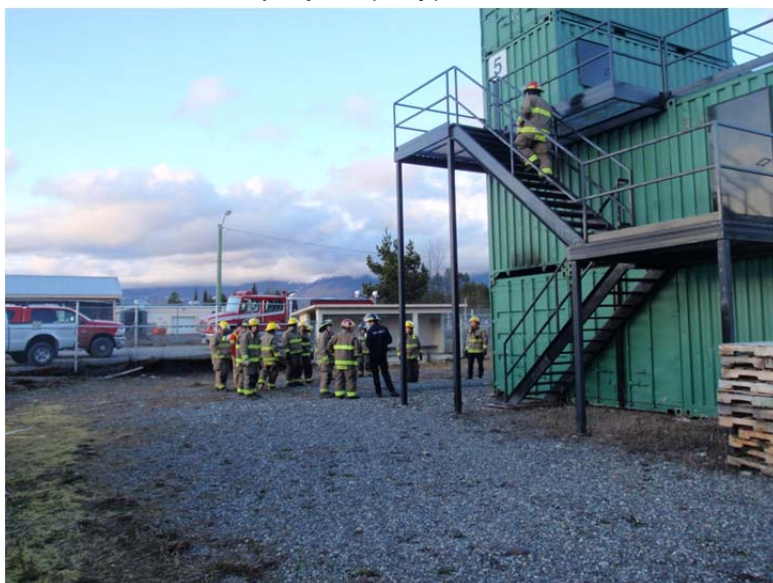


- # Councillor attended a Greater Terrace Area Agricultural Advisory Council meeting (May)
- # Councillor attended an Enbridge Northern Gateway information luncheon (May)
- # Mayor attended a Tsimshian Aboriginal Education Celebration Feast hosted by Na Aksa Gila Kyew Learning Centre (May)
- # Councillors attended a Pep Rally Fundraiser for the Gitlaxdax Nisga'a Dancers at Kitsumkalum Hall (June)
- # Councillor attended a Housing Committee meeting (June)
- # Councillor attended a Terrace-Kitimat Airport Society Annual General meeting (June)
- # Councillor attended a Kalum Land and Resource Plan Implementation Committee meeting (June)
- # Councillor attended a Skeena Diversity Society Board meeting (June)
- # Councillor attended a Terrace Public Library Board meeting (June)
- # Councillors attended the Terrace 100 Years of Policing Community Celebration event at the Terrace R.C.M.P. detachment (June)
- # Deputy Mayor attended the 50th Annual Ceremonial Review of Terrace's 747 Royal Canadian Air Cadet Squadron (June)
- # Councillor attended the Caledonia Secondary School's 2013 Scholarship Award's Ceremony (June)
- # Councillors attended a Lecture on the Sacred Headwaters by Wade Davis (June)
- # Mayor attended the Enbridge Final Hearings in Terrace (June)
- # Mayor participated in the Project Advisory Committee for Dialogues on Readiness Conference Call (June)
- # Councillors attended National Aboriginal Day Events at George Little Park (June)
- # Councillors attended a Regional District of Kitimat-Stikine Board meeting (June)
- # Councillor attended the Restoration of the Pioneer Cemetery Celebration (June)
- # Councillor attended Proposed LNG Canada Facility Working Group meetings in Kitimat (June)



*Kitsumgallum Pioneer Cemetery*

- # Councillors attended a LNG Open House (June)
- # Mayor attended an Interview with Pamela McColl for CFax in Victoria to discuss the Enbridge Final Hearings (June)
- # Mayor attended a tour of City Hall with Grade 3 students from Veritas Elementary School (June)
- # Councillor attended a Coast Mountains School District Board of Education meeting (June)
- # Councillor attended a Greater Terrace Seniors' Advisory Committee meeting (June)
- # Councillor attended a Greater Terrace Beautification Society meeting (June)
- # Mayor attended a tour of City Hall with Grade 5 students from Veritas Elementary School (June)
- # Mayor attended the Bike to Work Week Golden Saddle Award Presentation in Smithers (June)
- # Councillor attended the 2013 Caledonia Senior Secondary School Graduation Reception & Ceremony (June)
- # Councillor attended a Greater Terrace Area Agricultural Advisory Committee meeting (June)
- # Councillor attended a meeting with delegates from the Northern Medical Program Trust (June)
- # Deputy Mayor attended the University of Northern British Columbia Convocation Ceremony in Terrace (June)
- # Deputy Mayor attended the Wilp Wilxo'oskwhl Nisga'a Institute's 20th Anniversary Graduation Ceremony (June)
- # Councillors received Joachim Ostertag on the Change the Cycle biking tour across Canada to end violence against women (July)
- # Councillor attended a Greater Terrace Area Agricultural Advisory Committee meeting (July)
- # Mayor and Councillors attended a Strategic Planning Session with members of City of Terrace staff (July)
- # Councillor participated in the Canada Day Parade in Kitimat (July)
- # Mayor participated in an interview with delegates from the University of Northern British Columbia's Community Development Institute to discuss the Dialogues on Readiness project (July)



*Terrace Volunteer Fire Fighters in Training*

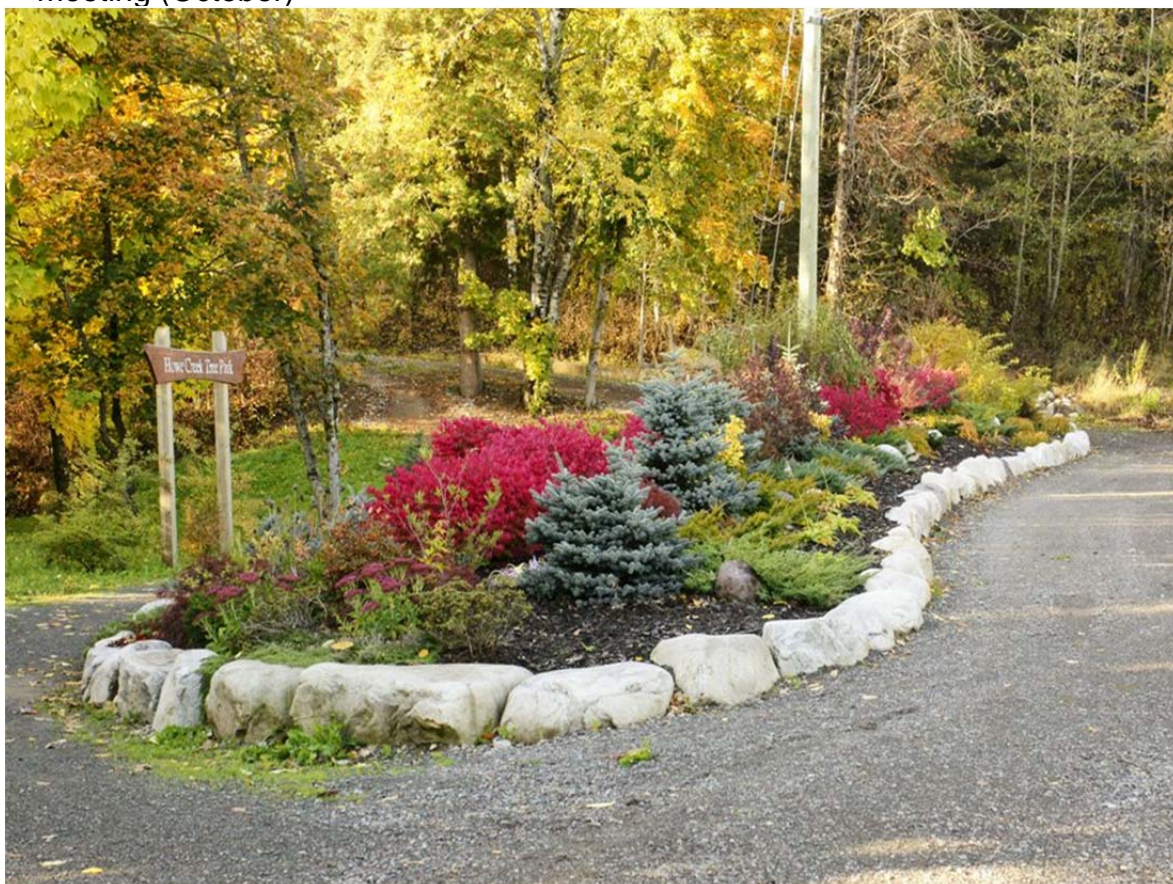
- # Mayor and Councillors attended a meeting with the President & CEO, and Board member representatives from Enbridge Inc. (July)
- # Councillor attended a Terrace Public Library Board meeting (July)
- # Councillor attended a Terrace & District Community Social Services Interagency meeting (July)

- # Councillor attended a meeting with delegates from the University of Northern British Columbia to discuss the Northern Medical Program (July)
- # Councillor attended a Greater Terrace Seniors' Advocacy Committee meeting (July)
- # Councillor attended the Terrace Fire Department's annual pancake breakfast (July)
- # Mayor and Councillors participated in the City of Terrace Council Pancake Breakfast (August)
- # Councillors attended a North West Regional Hospital District Board meeting (August)
- # Councillors attended a Regional District of Kitimat-Stikine Board meeting (August)
- # Councillor attended a Greater Terrace Beautification Society meeting (August)
- # Councillor attended a North Coast Nightmares Roller Derby Bout (August)
- # Councillor attended a Presentation on the Job Options BC Program (August)
- # Mayor and Councillors attended the Terrace Rod & Gun Club Open House (August)
- # Councillor attended a Housing Committee meeting (September)
- # Councillor attended a Northwest Community College Board of Education meeting (September)
- # Councillor attended a Kalum Land and Resource Plan Implementation Committee Site Visit at Hatchery Creek (September)
- # Councillors attended a VIA Rail Public Information Session (September)
- # Councillors attended a meeting with VIA Rail representatives (September)



*Representatives from the City of Terrace, Northwest Community College, and Save on Foods presenting a cheque to the Salvation Army and Terrace Churches' Food Bank*

- # Councillors attended the Grand Opening of Kitsumkalum Health (September)
- # Councillor attended a Coast Mountains School District Board of Education Board meeting (September)
- # Mayor and Councillors attended a Celebration of Life for Pieter Weeber (September)
- # Mayor and Council attended a WorkSafeBC Reception (September)
- # Councillors participated in Fetal Alcohol Spectrum Disorder Awareness Day activities (September)
- # Councillors attended a Greater Terrace Food Association & Greater Terrace Beautification Society's Community Weed Pull (September)
- # Councillor attended a Northern Health Consultation Series on Healthy Aging and Seniors' Wellness (September)
- # Councillor attended a Terrace and District Community Social Services Interagency meeting (September)
- # Councillors attended a cheque and Food Presentation Photo Opportunity with the Terrace Churches Food Bank (September)
- # Councillor attended a Greater Terrace Beautification Society meeting (September)
- # Councillors attended a Regional District of Kitimat-Stikine Board meeting (September)
- # Councillor attended a Terrace Public Library Board meeting (October)
- # Councillor attended a Skeena Diversity Society Board meeting (October)
- # Councillor attended a Coast Mountains School District Board meeting (October)
- # Councillor attended a Kalum Land and Resource Plan Implementation Committee meeting (October)
- # Councillor attended a Terrace and District Community Social Services Interagency meeting (October)



*Howe Creek Tree Park*



*Unveiling of the Terrace Public Library Elevator*

- ✚ Councillors attended a Regional District of Kitimat – Stikine Board meeting (October)
- ✚ Mayor attended the annual United Way Fire Truck Pull (October)
- ✚ Councillor attended a Housing Committee meeting (October)
- ✚ Councillors attended a Terrace and District Community Social Services Workshop (October)
- ✚ Councillors attended a Let's Talk Energy event hosted by the Kitimat Economic Development Authority (October)
- ✚ Councillor attended a University of Northern British Columbia Northwest Regional Advisory Committee meeting (October)
- ✚ Councillor attended a Scenerio Planning Workshop on Pieplines and the Pacific Coast hosted by SNCIRE and Waterlution (October)

- ✚ Councillor attended a New Canadians/New Employees workshop on Hiring Immigrants Competently hosted by the Terrace & District Chamber of Commerce and the Kitimat Chamber of Commerce (October)
- ✚ Councillor attended a webinar on Drivers Affecting Housing Affordability (October)
- ✚ Councillors attended a Housing Committee meeting (November)
- ✚ Councillor attended a Dialogues on Readiness workshop hosted by the University of Northern British Columbia (November)
- ✚ Councillor attended a Kalum Land and Resource Plan Implementation Committee meeting (November)
- ✚ Mayor participated in a Northern BC Crime Conversation via teleconference (November)
- ✚ Councillor attended a webinar on factors effecting housing costs (November)
- ✚ Councillors attended a Terrace and District Community Social Services Night In Paris Gala Fundraiser Evening (November)
- ✚ Councillor attended a Coast Mountains School District Board of Education meeting (November)
- ✚ Councillor attended a Terrace Public Library Board meeting (November)
- ✚ Councillor attended a Regional District of Kitimat-Stikine board meeting (November)

- # Council members attended a Northwest Regional Hospital District Board meeting (November)
- # Mayor attended the 2013 Terrace Rotary Club Auction (November)
- # Councillor attended a Greater Terrace Seniors' Advocacy Committee meeting (November)
- # Councillor attended a Terrace Community Forest Profits Distribution Committee meeting (November)
- # Mayor and Council attended several 2014-2018 Budget meetings (November)
- # Mayor and Council participated in the 2013 Remembrance Day Parade and Service (November)
- # Councillors attended a Public Service for longtime Regional District of Kitimat-Stikine representative Les Watmough (November)
- # Councillor participated in a tour of City Hall with a group of local homeschooled students (November)
- # Councillor attended a Northwest Community College Board of Governor's meeting (December)
- # Mayor and Councillors attended the Northwest Community College Board of Governor's Christmas luncheon (December)
- # Councillor attended a Greater Terrace Seniors' Advocacy Society meeting (December)
- # Councillor attended a Community Advisory Board meeting (December)
- # Councillor attended the LNG Canada Input on dAIR for Social/Economy and Air Quality meeting in Kitimat (December)
- # Councillor attended a Terrace Public Library Board meeting (December)
- # Mayor participated in a Ribbon Cutting Ceremony to commemorate the completion of the new elevator at the Terrace Public Library (December)
- # Councillors attended Regional District of Kitimat – Stikine meetings (December)
- # Mayor and Councillors attended a National Day of Remembrance and Action on Violence Against Women event (December)
- # Councillor attended a Coast Mountains School District Board of Education meeting (December)

### **ACTIVE INVOLVEMENT FROM THE CITY AND COMMUNITY GROUPS IN A TRANSIT SERVICE REVIEW WITH B.C. TRANSIT**

- # Mayor and Council attended a meeting to discuss the BC Transit Terrace and Skeena Regional Service Review (April)

### **COMPILE A GUIDE TO LOCAL YOUTH ACTIVITIES**

- # Councillor attended a Youth Advisory Committee meeting (January)
- # Councillor attended a Youth Advisory Committee meeting (February)
- # Councillor attended a Multimedia workshop hosted by the Youth Advisory Committee (March)
- # Councillor attended Grand Opening of the new Interactive Indoor Playground at Suwilaawks Community School (April)
- # Mayor & Councillors attended the Early Years Family Fair at Suwilaawks Community School (May)
- # Councillor attended a Youth Advisory Committee meeting (May)

## ENSURING COMMUNITY INFRASTRUCTURE



*Trevor Linden with members of the Terrace Community Foundation at the Evening with Trevor Linden Fundraiser Event*

- ✚ Councillors attended the Grand Opening Ceremonies of the Kitsumkalum Railspur (January)
- ✚ Mayor attended a Terrace Community Foundation Board meeting (January)
- ✚ Councillor attended a Coastal GasLink Pipeline Teleconference (February)
- ✚ Councillor attended the Northwest Regional Terrace – Kitimat Airport's Media event (March)
- ✚ Mayor attended a Prince Rupert Port Authority official construction launch ceremony of the Road, Rail and Utility Corridor (March)
- ✚ Members of Council attended a BC Environmental Assessment Office & Coastal GasLink Open House (March)
- ✚ Mayor attended a Terrace Community Foundation Board meeting (March)
- ✚ Councillor attended a working group teleconference hosted by Coastal GasLink (April)
- ✚ Mayor and Council attended the Terrace Community Foundation's evening with Trevor Linden (April)
- ✚ Mayor attended a Terrace Community Foundation Board meeting (May)
- ✚ Councillors attended a Terrace Community Forest Annual General Meeting (June)
- ✚ Mayor attended a meeting with local business owners to discuss the closing of the Frank Street Railroad Crossing (June)

- # Mayor and Councillor attended a property tour of 4407 North Sparks Street (July)
- # Councillor attended a teleconference hosted by Coastal GasLink (July)
- # Councillors attended a Terrace-Kitimat Airport Society Stakeholders meeting (July)
- # Councillors participated in a tour of the Terrace Community Forests (August)
- # Councillors attended a Community Conversation on Future of BC Economy (September)
- # Councillor attend a Helicopter Tour of the SeaBridge Gold KSM Project Tour and the Northwest Transmission Line (September)
- # Councillor attended a proposed LNG Canada Project Working Group meeting (September)
- # Mayor and Councillors attended a BC Oil and Gas Commission Community Information Session (September)
- # Councillor attended a Pacific Northern Gas Looping Project Working Group meeting hosted by the Environmental Assessment Office (October)
- # Councillor attended the Seabridge Gold Community Public Comment Period & Community Open House (October)
- # Council attended a Coastal Gas Link Community Information Session (October)

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

- # Councillors attended a Regional District of Kitimat-Stikine's Waste Management Open House (June)



*Terrace Public Library Garden*



# BUILDING PARTNERSHIPS AND ENHANCING RELATIONSHIPS



*(left to right): Councillors Brian Downie, Marilyn Davies, Honourable Bill Bennett, Mayor Dave Pernarowski, Councillors Lynne Christiansen and Bruce Bidgood*

- ✚ Mayor attended a Union of BC Municipalities executive meeting in Victoria (January)
- ✚ Councillors attended a meeting with Dale Richardson, Director of Regional Economic Operations for the Ministry of Jobs, Tourism & Skills Training (January)
- ✚ Mayor and Councillors attended a Luncheon with the Honourable Ida Chong, Minister of Aboriginal Relations and Reconciliation (January)
- ✚ Mayor and Councillors attended an event with the Minister of Aboriginal Relations and Reconciliation, the Honourable Ida Chong (January)
- ✚ Mayor attended the Incremental Treaty Agreement Signing Ceremonies for the Kitsumkaulm and the Kitselas Bands (January)
- ✚ Councillor attended the Hobiye celebration in Gitwinksilhkw (February)
- ✚ Mayor & Council attended a meeting with the Honourable Bill Bennett, Minister of Energy and Mines (February)
- ✚ Councillors attended a meeting with the Honorable Dave Byng, Deputy Minister for Jobs, Tourism & Skills Training (March)
- ✚ Councillors attended a meeting with the Honorable Shirley Bond, Minister of Justice and Attorney General (March)
- ✚ Mayor attended a meeting with a 2013 MLA Candidate for the Skeena Riding (April)
- ✚ Mayor attended the BC Mayors' Caucus Conference in Prince George (April)
- ✚ Mayor and Council attended the North Central Local Government Association Annual Convention in Quesnel (May)
- ✚ Mayor attended a meeting with government representatives Nathan Cullen, MP, & Robin Austin, MLA, to discuss the closing of the Frank Street Railroad Crossing (June)



*(left to right): Herb Dusdal, Corporate Lands Manager, Mayor Dave Pernarowski, Councillor James Cordiero, Joe Bevan, Kitselas Chief Councillor, Therese Hagen, Kitselas Chief Executive Officer, Kitselas Councillor Judy Gerow, Councillor Lynne Christiansen, and Kitselas Councillor Wilfred Bennett in Qinhuangdao, China*

- ✚ Mayor and Councillor attended the Federation of Canadian Municipalities Conference in Vancouver (June)
- ✚ Mayor attended a Union of BC Municipalities Executive Committee meeting in Vancouver (July)
- ✚ Councillors attended the Smithers' Centennial Mayor's Reception (August)
- ✚ Councillors attended a meeting with Minister Bennett & Minister Rustad & Minister Oakes (August)
- ✚ Mayor attended a meeting with Special Federal Representative Doug Eyford (August)
- ✚ Councillor attended a Federation of Canadian Municipalities meeting (September)
- ✚ Mayor attended a meeting with the Honorable James Moore, Minister of Industry (September)
- ✚ Mayor and Councillor attended a Recognition Dinner for Edmond Wright hosted by Gitlaxt'aamiks Village Government (September)
- ✚ Mayor attended a BC Mayors' Caucus meeting in Vancouver (September)
- ✚ Mayor and Council attended the Union of BC Municipalities Convention in Vancouver (September)

- # Councillors attended a meeting with the the Honourable Todd Stone, Minister of Transportation and Infrastructure and Deputy House Leader, and the Honourable Mary Polak, Minister of Environment (October)
- # Mayor and Councillors attended an Announcement by the Honourable Amrik Virk, Minister of Advanced Education at Northwest Community College in Terrace (October)
- # Mayor and Councillors attended a meeting with the Honourable Amrik Virk, Minister of Advanced Education, and MLA for the North Vancouver - Seymour Region Jane Thornthwaite (October)
- # Councillors attended the Kitsumkalum Speaker of the House and Black Rod Ceremony (October)
- # Council attended a Terrace and District Chamber of Commerce Breakfast with the Honorable Don McRae, Minister of Social Development and Social Innovation (October)
- # Mayor attended the Grand Opening of the New Water Treatment Plant in Gitwinksilhkw (October)
- # Councillor attended a Community Action Planning meeting on Preparing for Industrial Growth with Minister Coralee Oakes, Minister of Community, Sport, and Cultural Development, via teleconference (November)
- # Councillor attended a Federation of Canadian Municipalities meeting (November)
- # Councillors attended a Regional District of Kitimat – Stikine Open House (December)
- # Mayor and Councillors attended an open house hosted by MP Nathan Cullen and MLA Robin Austin (December)

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



*(left to right): Councillor Cynthia Bohn, Matriarch Vera Dudoward, Chief Councillor Steve Roberts, and Mayor Dave Pernarowski at the Kitsumkalum and City of Terrace Protocol Signing Agreement Ceremony*

- ✚ Mayor and Councillors attended the Kitsumkalum and City of Terrace Protocol Agreement Signing Ceremony (May)

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

- ✚ Mayor and Council hosted a Community to Community Forum with the Kitselas and Kitsumkalum Bands (February)
- ✚ Councillors attended a Community to Community forum with the Regional District of Kitimat-Stikine and representatives from Gitlaxt'aamiks (June)



*(left to right): Mayor Dave Pernarowski, Kitselas Chief Councillor Judy Gerow, Councillor Cynthia Bohn and Kitsumkalum Chief Councillor Don Roberts at the Community to Community Forum with Kitselas & the Kitsumkalum Bands*

# ENCOURAGING BUSINESS AND TOURISM



*Heritage Park Museum*

- ✚ Councillors attended a Kermodei Tourism Society Annual General meeting(February)
- ✚ Councillor attended a Terrace & District Museum Society Board meeting (February)
- ✚ Councillor attended Terrace Economic Development Authority Board meetings (February)
- ✚ Councillor attended the Terrace Heritage Day Celebration (February)
- ✚ Councillor attended a meeting with Spectra Energy via teleconference (February)
- ✚ Mayor & Councillors attended a Spectra Energy Open House (February)
- ✚ Mayor & Councillor attended a Terrace & District Chamber Luncheon regarding the Kitimat Modernization Project Update with guest speaker Michel Lamarre, Project Director (February)
- ✚ Councillor attended the Terrace & District Museum Society Annual General meeting (March)
- ✚ Councillor attended a Terrace & District Museum Society Board meeting (March)
- ✚ Councillors attended an Economic Development Essentials for Local Leaders Workshop hosted by the Provincial Government of British Columbia (March)
- ✚ Councillor attended a Riverboat Days Society meeting (March)
- ✚ Members of Council attended the George Little House Annual Founders Day Heritage Tea & Fashion Show (March)
- ✚ Councillor attended a Terrace and District Museum Society Board meeting (April)

- # Mayor and Councillors attended a Terrace & District Chamber of Commerce Luncheon with Premier Christy Clark (April)
- # Mayor attended a Golder & Associates Open House (April)
- # Councillor attended a Terrace & District Museum Society Board meeting (May)
- # Councillor attended a Terrace & District Museum Society Volunteer Appreciation event (May)
- # Councillor attended the Northwest Heritage Fair at Kitsumkalum (May)
- # Mayor attended a Spectra Energy Open House (May)
- # Councillor attended Riverboat Days Society meetings (May)
- # Councillors attended a celebration luncheon of Tiny Town (May)
- # Councillor attended the Heritage Park Spring Volunteer Workbee (May)
- # Councillor attended the BC Museum Association's Annual General meeting and regional workshop (June)
- # Mayor attended a Terrace Economic Development Authority Board meeting (June)
- # Councillors attended the BC Museum Association's Annual General Meeting & Regional Workshop Opening Reception (June)
- # Councillor attended a Gitlakdamix Celebration & Parade (June)
- # Mayor attended a meeting with representatives from a local business owner (June)
- # Councillor attended the Seafest 2013 Parade in Prince Rupert (June)
- # Councillors attended a meeting with Senior Executives from Rio Tinto Alcan (June)
- # Councillors attended a networking event hosted by Kermodai Tourism (June)
- # Councillor attended a Riverboat Days Society meeting (July)



- # Councillor attended Terrace Economic Development Authority Board meetings (July)
- # Councillors participated in the Canada Day celebrations at Heritage Park Museum (July)

*George Little House Float at the 2013 Riverboat Days Parade*

- # Councillor attended a Terrace Economic Development Authority Board meeting (August)
- # Mayor and Councillor attended the Tiny Town Open House (August)
- # Mayor and Councillor attended a Terrace Economic Development Authority Selection Committee meeting (August)

- # Mayor and Council attended Riverboat Days opening ceremonies (August)
- # Mayor and Councillors participated in the Riverboat Days parade and festivities (August)
- # Councillor attended a Riverboat Days Society meeting (August)
- # Councillors attended a Terrace Economic Development Authority Board meeting (September)
- # Councillors attended the Terrace Economic Development Authority Annual General meeting (September)
- # Councillors attended a Terrace Economic Development Authority Strategic Planning Session (September)
- # Councillors attended a 30 Years of Terrace Art Gallery Exhibition (September)
- # Mayor and Councillor attended the Northwest Regional Economic Collaborative Forum (September)
- # Councillors attended a Terrace & District Chamber of Commerce Luncheon with Minister Rich Coleman, Minister of Minister of Energy, Mines and Natural Gas and Minister Responsible for Housing and Deputy Premier (September)
- # Councillors participated in Heritage Park Museum's Annual Hallowe'en Haunt (October)
- # Councillor attended the Northern BC Tourism Association Annual General Meeting and Regional Meeting in Smithers (October)



*Kermodei Tourism Visitors Information Centre*

- # Mayor and Councillors attended a Terrace Economic Development Authority Open House (October)
- # Councillor attended the B.C. Energy Conference in Fort St. John (October)
- # Councillor attended a Kermodei Tourism Society Board meeting (October)
- # Councillor attended a Kermodei Tourism Society Board meeting (November)
- # Mayor and Councillors attended a Spectra Energy Business and Employment Information session (November)
- # Mayor and Councillors attended a LNG Canada Environmental Assessment Office Public Open House (November)
- # Mayor and Councillors attended the Terrace & District Chamber of Commerce Business Excellence Awards (November)

- # Mayor and Councillors attended a Terrace & District Chamber of Commerce luncheon (November)
- # Mayor and Councillors attended a LNG forum hosted by MP Nathan Cullen (November)
- # Councillor attended a Terrace Economic Development Authority Board meeting (November)
- # Councillor attended a Terrace & District Museum Society Board meeting (November)

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



*George Little Park*

- # Councillor attended a Terrace Downtown Improvement Area meeting (February)
- # Councillors attended the Terrace Downtown Improvement Area's and the Greater Terrace Beautification Society's Downtown Clean Up event (March)
- # Councillor attended a Terrace Downtown Improvement Area meeting (April)
- # Councillor attended a Terrace Downtown Improvement Area meeting (June)
- # Councillor attended a Terrace Downtown Improvement Area meeting (July)
- # Councillor attended a Terrace Downtown Improvement Area meeting (October)
- # Councillor attended a Terrace Downtown Improvement Area meeting (November)
- # Councillor attended Terrace Downtown Improvement Area meetings (December)



- ✚ Mayor and Councillors attended the Festival of Lights hosted by the Terrace Downtown Improvement Area Society (December)

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

- ✚ Councillors attended an M & M Meats taste testing for the Terrace & District Chamber of Commerce & Terrace Economic Development Authority Board of Directors (February)
- ✚ Mayor attended a Northern Development Board meeting in Prince George (February)
- ✚ Mayor attended a Northern Development Northwest Regional Advisory Committee meeting in Prince George (March)
- ✚ Mayor attended a meeting with a business owner interested in developing an office in Terrace (March)
- ✚ Councillor attended a meeting with representatives from Foretc Management (March)
- ✚ Members of Council attended a meeting with delegates from Rio Tinto Alcan (March)
- ✚ Mayor attended a Northern Development Board meeting teleconference (April)
- ✚ Councillor attended a Terrace & District Chamber of Commerce Luncheon with guest speaker Don Krusel (April)
- ✚ Mayor and Council attended the Terrace and District Chamber of Commerce Business Expo (April)
- ✚ Mayor participated in a Northern Development Board teleconference meeting (May)
- ✚ Councillor attended a Terrace Totem Ford Open House (May)



*Northwest Regional Airport*

- ✚ Mayor attended the Grand Opening event of the Winners store in Terrace (April)

- # Mayor attended a Provincial Networking Group Awards Presentation Luncheon (June)
- # Councillors attended a Terrace & District Chamber of Commerce Luncheon (June)
- # Mayor participated in a fundraising event for Terrace Little Theatre (June)
- # Councillor met with Acklands – Grainger company Executives (July)
- # Mayor attended a Northern Development Board meeting in Prince George (July)
- # Mayor attended the Groundbreaking ceremony for the new Kondolas Furniture store (July)
- # Councillors attended a Mobile Medical Unit visit to Terrace Kick-off Ceremony (July)
- # Mayor and Councillor attended a Grand Opening Celebration of Driving Force BC (September)
- # Councillor attended the Northern Development Northwest Regional Advisory Committee meeting in Terrace (September)
- # Mayor attended meetings with local business owners (October)
- # Council attended a Business Development Bank of Canada's Small Business Week Grand Opening (October)
- # Councillor attended a Community Futures Open House (October)
- # Mayor attended a Northern Development Initiative Trust Conference Call (October)
- # Mayor and Councillors attended the North West Regional Airport's West Jet Grand Opening event (November)
- # Mayor attended meetings with a business representatives from Vancouver looking for development opportunities in the Northwest (November)
- # Mayor and Councillors attended a Business After Hours event hosted by the Terrace Economic Development Authority, Terrace & District Chamber of Commerce, and Kermodei Tourism (December)
- # Mayor and Councillors attended Nechako Northcoast Construction Business After Hours Christmas Celebration
- # Mayor attended a Northern Development Initiative Trust meeting via teleconference (December)

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

- # Mayor and Councillors attended a Coffee Social with the Kitimat-Terrace and District Labour Council (October)
- # Councillor presented at the Provincial Finance Committee presentation (October)
- # Councillor participated in a Northwest Corridor Development Committee meeting via teleconference (August)
- # Councillors attended the Northwest Corridor Development Corporation Annual General Meeting in Fort St. John (October)
- # Mayor and Councillors attended a Regional Revenue Sharing Workshop (December)

## HOST MINERALS NORTH 2013



Mayor Pernarowski at the Minerals North 2013 Conference in Terrace

- ✚ Council members attended the Association of Mineral Exploration BC's 2013 Minerals Round Up (January)
- ✚ Councillor attended a Minerals North 2013 Planning Committee meeting (January)
- ✚ Mayor & Councillor attended Minerals North 2013 Planning Committee meetings (February)
- ✚ Councillors attended Minerals North 2013 Planning Committee meeting (March)
- ✚ Councillor attended a Minerals North 2013 Planning Committee volunteer information session (April)
- ✚ Councillor attended Minerals North 2013 Planning Committee meetings (April)
- ✚ Mayor and Council attended the Minerals North 2013 Conference & Tradeshow (April)
- ✚ Councillor attended a Minerals North 2013 Planning Committee wrap up evening (May)
- ✚ Councillors attended a Minerals North 2013 Planning Committee Volunteer Appreciation Banquet (May)

# *2013 DEPARTMENT HEADS*

Chief Administrative Officer	Heather Avison
Corporate Administrator	Alisa Thompson
Director of Finance	Ron Bowles
Fire Chief	John Klie
Director of Leisure Services	Carmen Didier
Corporate Lands Manager	Herb Dusdal
Director of Public Works	Rob Schibli
Director of Development Services	David Block
R.C.M.P. Inspector	Dana Hart

# DEPARTMENTAL REVIEWS

## CORPORATE ADMINISTRATION



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

Key activities in this Department over the past year include:

- The adoption by Council of some notable bylaws including an Animal Control Bylaw Amendment regarding off leash dogs, a Standards of Maintenance for Residential Rental Premises Bylaw and Ticket Information Utilization Amendment Bylaw to update the Ticket Information Utilization Bylaw;
- Prepared for the annual Union of BC Municipalities convention;
- Developed a Communications Plan and Social Media Policy;
- Developed an Electronic Tablets Policy and transitioned from paper to electronic agendas;
- Provided staff support to the Housing Committee;
- Volunteered at Minerals North 2013;
- Organized the Riverboat Days Opening Ceremony;
- Organized a joint Community to Community Forum with the Kitselas and Kitsumkalum First Nations;
- Organized a Community to Community Forum with the Nisga'a Village Government of Gitlaxt'aamiks

- Organized events such as a signing ceremony for the Kitsumkalum Protocol Agreement and the volunteer appreciation dinner to recognize and thank the residents who volunteer their time on City-related boards and committees.

# DEVELOPMENT SERVICES



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

Projects to further the development potential of City owned land included on-going environmental works on the former Co-op properties and completion of the Highway 37 Intersection and Industrial Way intersection at the Skeena Industrial Development Park (SIDP).

The Planning division processed 62 land use applications in 2013, as compared to 57 the previous year. In total, twelve Development Permits were issued for commercial properties. Late in the year enquiries for commercial, industrial and multi-family development noticeably increased indicating 2014 will likely be a busy year.

The Planning division achieved a significant grant through the Gas Tax Fund to undertake a full review and update of the Zoning Bylaw. An RFP process was completed and a consultant was chosen in mid-December of 2013 to support Planning staff in the completion of this key initiative in 2014.

Sustainability Planning efforts continued throughout 2013. Early in the year, staff and Council participated in an emissions planning workshop and developed a Community Energy and Emission Plan (CEEP) with the support of BC Hydro. The incentive program for

home energy audits also continued throughout 2013, supporting Terrace homeowners to increase the energy efficiency of their homes. Promotion of BC Hydro's energy savings kits and other energy savings programs for residents was enhanced.

Active transportation continued to be a focus throughout 2013. A cycling safety pilot project was conducted at Uplands Elementary school and was very well received. In fall 2013 Leisure Services department supported an initiative promoting proper lighting when walking and cycling, and helped to give out hundreds of lights and reflective armbands to residents willing to pledge to light up and be seen at night.

The Agricultural Planning process, a joint initiative between the City of Terrace and Regional District of Kitimat-Stikine was completed over the course of 2013. Various recommendations in the plan were initiated, included raising awareness around invasive species. An invasive weed pull was held in the summer of 2013. An updated Water Conservation Plan was also adopted in 2013, and efforts to support targets in this plan included a new campaign focusing on what residents should not be flushing down sinks and toilets.

The Building Inspection and Business License division issued building permits for approximately 22.0 million dollars in construction value, compared to 14.5 million in 2012 and 10.5 million in 2011. The total number of permits and the number of single family residential home permits issued in 2013 was 313 and 17 respectively, as compared to 230 and 12 in 2012. The total number of businesses licenses at year end for 2013 was 1,056 up slightly from 1,037 in 2012.

In 2013 the Mapping division continued to maintain and update TerraMap as well as undertake regular support functions for planning and engineering. The creation of custom GIS reporting and the addition of layers, such the new 2013 Orthophoto, were added. There were some changes in staffing in the department due to retirement and the hiring of a new CAD/GIS Technician.

In 2013 the Bylaw Enforcement division received written complaints and issued tickets at 152 and 1 respectively and included 182 complaints received and 9 tickets issued by the RCMP under the Noise Control Bylaw & Parks & Public Places Bylaw.

The Animal Control division dealt with 66 registered complaints under the Animal Control Bylaw. 480 private animal cremations were performed in 2013 which is a decrease over the 576 performed in 2012. This decrease resulted due to the fact the crematorium was under repairs for approximately two months. In 2014 the fees for animal control adoptions and crematorium services will be reviewed. This has not been undertaken for a few years and the department runs these services on a target for cost recovery.



# FINANCE

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

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

The Finance Department's objectives and measures for 2013 included:

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

The Finance Department's objectives for 2014 include:

- Working with local governments in the region on developing an industrial revenue sharing agreement with the Province;
- Continuing to review the utility billing system;
- Upgrading the server; and
- Continuing succession planning and cross training for all positions.

Pursuant to section 98(2) of the Community Charter, attached is the 2013 audited financial statements and report on 2013 permissive tax exemptions.

# FIRE DEPARTMENT

In 2013, the Fire Department consisted of 8 Full Time Firefighters, 2 Chief Officers, and a Clerk/Dispatcher. To complement the career staff, there were up to 32 Volunteer Firefighters that trained and worked alongside the paid staff to provide fire and rescue services for the City of Terrace.



*Firefighters attending the 2013 November 11 Remembrance Day celebrations.*

In 2013, the Fire Department responded to 738 calls. Of these calls, 173 were fire related (23% of Call Volume); 415 First Responder calls (56.2% of Call Volume); 100 rescue calls (13.6 % of Call Volume); and 50 Miscellaneous calls (7.2% of Call Volume). In 2012, the Fire Department responded to 760 calls. Of these calls, 192 were fire related (25% of Call Volume); 363 First Responder calls (48% of Call Volume); 68 rescue Calls (9% of Call Volume); and 137 Miscellaneous Calls (18% of Call Volume).

## **Services**

With limited manpower on duty, the Fire Department relied on all members to make themselves available for the “on-call” board. Off-duty, career, and volunteer members made themselves available to respond to calls from home. The total of career and volunteer “on-call” hours for 2013 was 61,488 hours (142.33 hours per member per month).

## Training



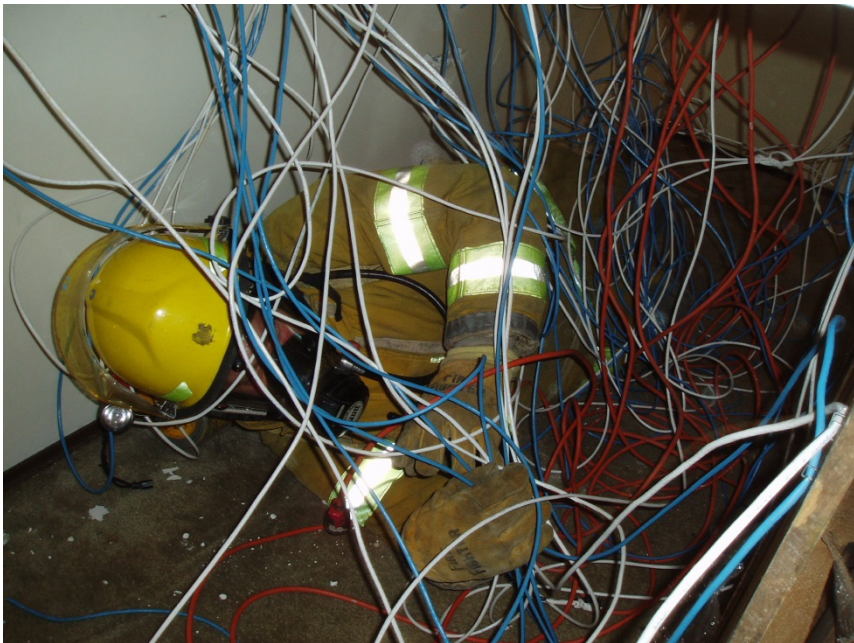
*Live Fire Training (above and below) is a standard that all COT firefighters achieve*



Training is a key component for the Fire Department to be successful and are trained to meet specific standards and best practices. This involves time and commitment from the paid staff as well as the volunteer firefighters. The Terrace Fire Department holds weekly training sessions after hours each Tuesday evening from 7:00 p.m. to 9:00 p.m. to teach core skills.



*Above: crews practicing confine space rescue at a pumping station*



*Above: firefighter training on Search and Rescue Techniques*

For specialty skills, such as confined space rescue, high angle rescue, haz-mat rescue, and other technical tasks, the Fire Department will bring in outside specialists to teach these courses. Once a month, the Department will pick a specialty skill to be taught “in-house”. Instructors will provide the training for these courses and off duty members will come in to train with the on-duty members for that training session.

## Public Awareness Campaigns



Throughout the year, the Firefighters will team up with other organizations for public awareness programs such as the RCMP Candy Lane Safe Driving promotion during the Winter Holiday Season.



The Firefighters also sponsored the July 1<sup>st</sup> Pancake Breakfast with all proceeds going to the Burn Fund



In 2013, the Fire Department teamed up with RCMP and local Businesses to raise money for the JumpStart program. This is a program that helps sponsors kids so that they can play sports.

# LEISURE SERVICES



*Banquet Room*

## **Sportsplex Facility**

The Arena ice was in for a total of 35 weeks, 26 weeks with 2 sheets of ice and an additional 9 weeks with 1 sheet of ice. Ice event highlights included the Osoyoos Prospect Camp, Pacific Rim Hockey Academy, and the K'la How Ya figure skating competition. Public skating times were popular with 2970 attendees.

The Sportsplex hosted the 25<sup>th</sup> Annual Minerals North Conference with over 1000 delegates and 105 exhibitors. Other first time rentals in the facility included the Rotary Auction, Terrace & District Arts Council Fundraiser, and the North Coast Nightmares Roller Derby. In addition to regular room rentals, there were 40 kids birthday parties, 8 weddings and 8 Christmas parties.

The City of Terrace and the Arts Council jointly hosted the inaugural family day event that turned out to be a smashing success with 1500+ people participating in activities at the Sportsplex.

The Sportsplex office administration was renovated with a new service counter and file storage.

## **Programs and Clubs**

Fitness classes had just over 8000 participants. Participation increases were most noticeable in the older adult classes including Forever Fit, Senior Zumba and Chair Yoga.

MEND is a free 10 week interactive healthy living program that supports children and their families to adopt a healthy lifestyle. Program delivery is being sponsored by Healthy Families BC, the Childhood Obesity Foundation and BCRPA.

The City hosted several sports related sessions which included fitness instructor training, Sport Med BC injury prevention, and the Northern Winter Games Coaches Forum.

Summer Daze day camps ran a total of 7 weeks during the months of July and August and were at maximum capacity every week. Pacific Sport Northern BC provided funding assistance to run an Explore Sports program that included gymnastics, rock climbing, and aquatic sports.

2013 club registrations were as follows:

- Figure Skating Club 151;
- Minor Hockey 373;
- Ringette 45;
- Men's Rec League 200;
- Terrace Youth Soccer 838;
- Minor Softball 209;
- Adult Softball 300 (estimated);
- Badminton Club 68;
- Adult Volleyball League 96;
- Youth Volleyball Club 40;
- Ladies Soccer 60; and
- Archery 75.

The City renewed its lease with the school district to use the Thornhill gymnasium. This is an important facility for both Terrace and Thornhill residents as it provides gym space for sport activities for 250+ people per week during the months of September to April.

## **Aquatic Centre**

The Leisure Access Program continues to serve individuals and families who are on a low income and require financial assistance to access the Aquatic Centre facilities. A total of 252 cards were distributed in 2013. 1752 children were enrolled in swimming lessons and 53 in upper level leadership courses. Friday night free swim has doubled in attendance totaling 4764 and the Aquatic Centre had an estimated 180,000 people through the facility. During the months of July and August there were many days that attendance peaked at 600+ people.



## **Cemeteries**

The Municipal and the Kitsumkaluum cemeteries had a total of 22 burial interments and 27 cremated remains interments. Another 47 plots and niche reserves were sold.

## **Parks and Playgrounds**

Graffiti and vandalism continues to be a costly problem to the City of Terrace Leisure Services Department. Some of the vandals were caught last summer and went through a restorative justice process that Leisure Services was involved in.

The flower baskets and gardens were quite impressive last year and many photos were taken of them.

## **Ferry Island Campground**

The campground had 7708 sites booked in the 2013 season. Phase 1 of an electrical upgrade to the campground was completed. A local Frog Watch group is using the Island's pond as a teaching tool for education and awareness of endangered amphibians.



*McDaniel Meeting Room at the Terrace Sportsplex*

# PUBLIC WORKS



*Reconstruction of 5000 Park Avenue*

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

Terrace was blessed with a beautiful summer and drier winter season(s) in 2013. The fine weather aided winter operations and allowed crews to complete several major projects in addition to regular operations and maintenance. Some of the projects undertaken by the Public Works Department in 2013 included:

## **Building Maintenance**

- Exterior finish, glazing and insulation upgrades to the west wall of City hall.
- Installation of an elevator at the Library / Art Gallery.

- Installation of energy efficient lighting fixtures at Public Works
- Installation of a new bus shelter at the Park Avenue Medical Centre.
- Upgraded workstations at the RCMP Detachment.

## Engineering



*Design and Reconstruction of 4700 McConnell Avenue*

- Completion of the construction of the highway intersection and initial roadway section of Industrial Way at the Skeena Industrial Development Park including additional road subgrade construction.
- Completion of the design, tender and re-construction of Park Avenue from Kenney Street to Canadian Tire. Project included a new sidewalk and major storm system extension.
- Completion of the design, tender and re-construction of 4700 McConnell Avenue. Project included a new sidewalk.
- Commenced construction for an extension to the Grand Trunk Pathway from Kalum Lake Road to Frank Street.
- Provided project management & technical support for the road re-surfacing program.

## Roads

- Completed the pulverizing and paving of over 2.5 km of local roads including sections of Eby Kenney and Molitor Streets. Works also included drainage upgrades.
- Completely re-surfaced Lanfear Hill.
- Installed pedestrian activated signals at the intersection of Kalum and Davis.

## Solid Waste

- Prepared for the implementation of curbside recycling collection through the MMBC program.
- Completed leachate treatment review and investigated the potential for enhanced “Engineered Wetlands” treatment.
- Continued education and outreach programs around backyard composting, waste diversion, and recycling alternatives.
- Continued with landfill closure works.



*Sewage Treatment Lagoons*

## **Water System**

- Implementation of a SCADA system for our waterworks system. This system will enhance automation of our wells, pumps and reservoirs and aid in reducing energy use and staff callouts.
- Installed several radio towers to improve system communications
- Replaced the entire water distribution network on Park Avenue from Kenney St. to Canadian Tire.
- Replaced the entire water distribution network on the 4700 block of McConnell Avenue.

## **Vehicle Fleet**

- A new aerator and thatching unit was purchased for Leisure Services.
- A ½ ton pickup was purchased to replace a 15 year old small car used by the Director of Development Services.

# ROYAL CANADIAN MOUNTED POLICE



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

Terrace RCMP is comprised of 65 staff, including 50 Regular Members (sworn police officers), 5 Public Service Employees and 13 Municipal Employees. Policing services are provided under a municipal contract with the City of Terrace funding 25 Regular Member positions and a provincial contract with the Province of British Columbia funding 25 positions. Both contracts are funded under a 70/30 formula with the Federal government.

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

Four General Duty Watches, each consisting of a Corporal supervisor and 4 Constable investigators provide police services 24/7 to Terrace and the surrounding area. In support of General Duty, Terrace Detachment includes a Forensic Identification Section, Police Dog

Section, General Investigations/Drug Section, Crime Reduction Unit, Community Policing/Media Relations Unit , Victim Services, Records staff, Exhibit Custodian, and Court Liaison Officer. Terrace Detachment also houses nine holding cells with full-time and part-time municipal guard staff.

Based in Terrace, North Pacific Traffic Services, a Collision Reconstructionist Unit, the North Coast Emergency Response Team (ERT), a District Advisory NCO and a Staff Relations Representative also provide services throughout the northwest; from Houston to the east, Haida Gwaii to the west, Kitimat to the south and Atlin to the north. A dedicated team of Auxiliary Constables compliments the Detachment. Volunteering a minimum of 160 hours per year, they perform a variety of community services at special events throughout the year.



*(left to right): Auxillary Constable Shelley Ullery and Safety Bear*

The increase in development and economic activity in the region has many benefits, but it also brings challenges. 2013 was a busy year for Terrace Detachment with several major incidents. And this trend is expected to continue. The dedicated RCMP members and staff at Terrace Detachment are committed to the safety and security of the City of Terrace, the First Nations communities of Kistumkalum, Kitselas and Gitau, the community of Thornhill and the surrounding Region of Kitimat-Stikine. There was a high volume of calls for service and criminal investigations, including two drug elated homicides, a series of break and break & enters and several searches for missing persons. Utilizing resources from North District and “E” Division Major Crimes and other specialized units, combined with the dedication and commitment from the men and women of Terrace Detachment, several resourcing issues had little impact on our service delivery.

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.

Inspector Dana Hart would like to express his gratitude for the support Terrace Detachment has received from Terrace City Council, Kitsumkalum and Kitselas Band Councils, fellow emergency and law enforcement services, our invaluable community partners and the community at large. Together are making Terrace and area a safer place to live, work and play.



*RCMP Cram-A-Cruiser For the Food Bank Event*

### **2013 Policing Priorities**

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



# *APPENDIX “A”*

## DECLARATION OF DISQUALIFICATIONS

There were no disqualifications made under section 111 of the Community Charter in 2013.

Alisa Thompson  
Corporate Administrator

# *APPENDIX "B"*

## PROPERTY TAX EXEMPTIONS

### City of Terrace Statement of Property Tax Exemptions

*For The Year Ended December 31, 2013*

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 2013 in addition to any statutory exemptions provided by the Community Charter.

Name	Address	City Tax Value	Other Tax Value
Tourist Information Centre (Lease)	4511 Keith	\$3,797	\$1,201
Terrace Curling Association	3210 School	\$11,526	\$3,646
Womens' Aux to Hospital	4544 Lazelle	\$2,063	\$653
Terrace Elks	2822 Tetrault	\$1,106	\$558
Terrace Child Development Centre	2510 Eby	\$7,814	\$2,471
Terrace Child Development Centre	4665 Park	\$4,887	\$1,546
Kermode Friendship Society	3313 Kalum	\$4,798	\$2,419
Terrace Kitimat Airport Society	4401 Bristol	\$198,037	\$62,697
K'San House Society	4838 Lazelle	\$11,428	\$5,689
K'San House Society	2812 Hall	\$8,463	\$6,229
TEDA (Lease)	3224 Kalum	\$2,005	\$634
Seventh Day Adventists (All Nations Centre)	3312 Sparks	\$1,015	\$512
Terrace Beautification Society (Lease)	Greig	\$217	\$109
Terrace Little Theatre Society	3625 Kalum	\$4,450	\$1,407
Salvation Army	3236 Kalum 101-4805 Hwy 16	\$2,910	\$1,467
My Recreational Mountain Co-op (Lease)	W	\$1,275	\$403
Congregation of Jehovah's Witnesses	2908 Eby	\$718	\$362
Trustees of Kingdom Hall	2906 Eby	\$717	\$362
Zion Baptist Church	2911 Sparks	\$1,065	\$537
Terrace Evangelical Free Church	4640 Park	\$1,108	\$559
Terrace Evangelical Free Church	3302 Sparks	\$230	\$116
Terrace & District Council for Social Resources	4623 Tuck	\$629	\$463
Christ Lutheran Church	3227 Sparks	\$598	\$301
Skeena Gursikh Society	4634 Walsh	\$715	\$361
Pentecostal Assemblies	4643 Walsh	\$529	\$267

Christian Reformed Church	3602 Sparks	\$630	\$318
Parking (next to Kwinitza House)	4801 Hwy 16 W	\$2,384	\$754
Terrace Calvin Christian School	3608 Sparks	\$4,341	\$1,373
Terrace Gospel Hall	4802 Scott	\$39	\$20
Knox United Church	4907 Lazelle	\$772	\$390
Pentecostal Assemblies	3511 Eby	\$1,393	\$702
Roman Catholic Episcopal Corp.	4836 Straume	\$2,796	\$884
Roman Catholic Episcopal Corp.	4836 Straume	\$740	\$373
Salvation Army	3236 Kalum	\$1,256	\$633
Anglican Synod Diocese	4505 Lazelle	\$597	\$301
Anglican Synod Diocese	4506 Lakelse	\$106	\$33
Anglican Synod Diocese	4506 Lakelse	\$1,000	\$504
George Little House	3100 Kalum St.	\$1,501	\$475
Skeena Valley Guru Nanak Soc.	4916 Medeek	\$1,030	\$519
United Pentecostal Church of BC	5010 Agar	\$321	\$162
United Pentecostal Church of BC	5012 Agar	\$290	\$146
Christian and Missionary Alliance	4919 Agar	\$31	\$10
Christian and Missionary Alliance	4919 Agar	\$643	\$324
Uplands Baptist Church	5003 Halliwell	\$532	\$268
Skeena Valley Baptist Church	3306 Griffiths	\$171	\$86
Seventh-Day Adventist Church	5401 McConnell	\$1,606	\$810
Fisherman's Park	5831 Hwy 16 W	\$260	\$131
		<hr/>	
		\$294,538	\$104,187

# *APPENDIX “C”*

2013

## CONSOLIDATED FINANCIAL STATEMENTS

# **City of Terrace**

## **Consolidated Financial Statements**

**December 31, 2013**

# City of Terrace

December 31, 2013

## INDEX

### **Consolidated Financial Statements**

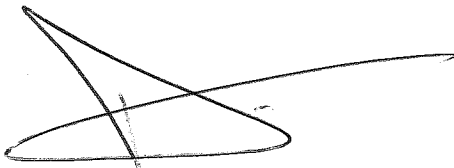
Management's Report	1
Listing of Council	2
Independent Auditor's Report	3
Consolidated Statement of Financial Position	4
Consolidated Statement of Operations	5
Consolidated Statement of Changes in Net Financial Assets	6
Consolidated Statement of Cash Flows	7
Notes to Consolidated Financial Statements	8
Schedules	18

## MANAGEMENT'S REPORT

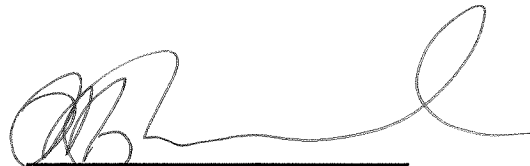
The management of City of Terrace is responsible for the integrity of the accompanying consolidated financial statements. The consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards. The preparation of the consolidated financial 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.



**DAVE PERNAROWSKI**  
MAYOR



**RON BOWLES**  
DIRECTOR OF FINANCE

**CITY OF TERRACE  
COUNCIL - 2012**

**MAYOR**

David Pernarowski

**COUNCILORS**

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

**APPOINTED OFFICIALS-2013**

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

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



## INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council  
City of Terrace

### Report on the Financial Statements

We have audited the accompanying consolidated statement of financial position of the City of Terrace as at December 31, 2013 and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended and a summary of significant accounting policies.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian 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.

### Auditor's Responsibility

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

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

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

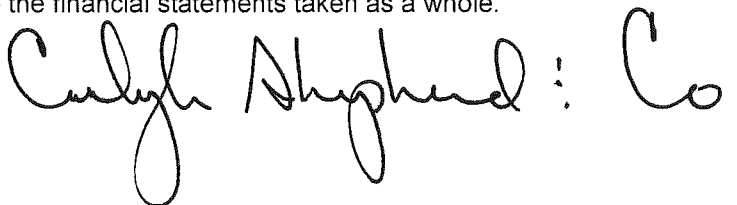
### Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2013 and the results of its operations, changes in net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Supplementary Information

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

Terrace, BC  
May 12, 2014



# City of Terrace

## CONSOLIDATED STATEMENT OF FINANCIAL POSITION

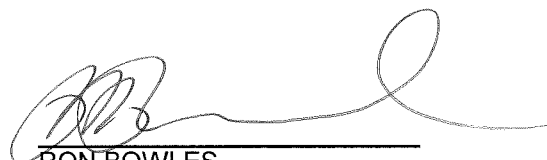
As At DECEMBER 31, 2013

	2013	2012
<b>Financial Assets</b>		
Cash and short-term investments (Note 2)	\$10,370,827	\$ 8,479,267
Taxes receivable	691,498	410,816
Accounts receivable (Note 3)	1,170,422	2,671,838
Land held for resale	1,767,646	900,000
Municipal Finance Authority of BC - debt reserve (Note 4)	36,332	70,573
Investment in affiliated entities (Note 5)	483,166	141,881
	<b>14,519,891</b>	<b>12,674,375</b>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	3,222,021	3,325,796
Deposits and prepayments	1,222,880	1,108,529
Accrued vacation	603,458	580,628
Care fund liability (Note 6)	191,684	184,915
Landfill closure liability (Note 14)	289,809	256,739
Long term debt (Note 7) (Schedule 5)	3,131,374	3,591,979
	<b>8,661,226</b>	<b>9,048,586</b>
<b>Net financial assets</b>	<b>5,858,665</b>	<b>3,625,789</b>
<b>Non-financial assets</b>		
Inventory and other	629,470	619,682
Land inventory	991,251	864,060
Tangible capital assets (Note 8) (Schedule 2)	76,660,919	77,713,141
	<b>78,281,640</b>	<b>79,196,883</b>
<b>Accumulated surplus</b>	<b>84,140,305</b>	<b>82,822,672</b>
Accumulated surplus consists of:		
Operating fund	4,163,743	3,002,463
Internally restricted	991,251	864,060
Reserves funds (Schedule 3)	5,455,767	4,834,989
Equity in tangible capital assets (Note 9)	73,529,544	74,121,160
	<b>\$84,140,305</b>	<b>\$82,822,672</b>

Approved by:



DAVE PERNAROWSKI  
MAYOR



RON BOWLES  
DIRECTOR OF FINANCE

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

# City of Terrace

## CONSOLIDATED STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2013

	2013		
		Unaudited	
	2013	Budget	2012
<b>Revenues</b>			
Net taxes available for municipal purposes (Note 10)	\$ 12,911,277	\$ 12,918,951	\$ 12,537,372
User fees and sale of goods and services	4,084,233	3,804,152	3,973,981
Government grants and cost sharing (Note 11)	3,360,021	2,595,208	4,606,353
Investment income	283,378	118,000	174,276
Other revenue	728,069	21,800	227,958
	<b>21,366,978</b>	<b>19,458,111</b>	<b>21,519,940</b>
<b>Expenses</b>			
Protective services	4,745,537	5,263,672	4,690,946
Leisure services	3,647,177	3,558,454	3,551,325
Transportation and transit	2,671,396	2,960,256	2,637,604
Development services	1,622,206	1,355,387	1,715,866
General government	1,606,601	1,608,602	1,615,578
Waste management	307,919	362,801	274,685
Water operations	1,037,553	935,818	762,243
Sewer operations	502,159	673,565	514,404
Interest and bank charges	200,119	221,983	219,264
(Gain)/loss on disposal of tangible capital assets	337,016	-	51,738
Other services	55,345	65,446	60,391
Amortization of tangible capital assets	3,316,317	3,229,992	3,229,992
	<b>20,049,345</b>	<b>20,235,976</b>	<b>19,324,036</b>
<b>Annual surplus</b>	<b>1,317,633</b>	<b>(777,865)</b>	<b>2,195,904</b>
<b>Accumulated surplus, beginning of year</b>	<b>82,822,672</b>	<b>82,822,672</b>	<b>80,626,768</b>
<b>Accumulated surplus, end of year</b>	<b>\$ 84,140,305</b>	<b>\$ 82,044,807</b>	<b>\$ 82,822,672</b>

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

# City of Terrace

## CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS FOR THE YEAR ENDED DECEMBER 31, 2013

	2013	2012
<b>Annual surplus</b>	<b>\$ 1,317,634</b>	<b>\$ 2,195,904</b>
Acquisition of tangible capital assets	(3,627,550)	(4,222,803)
Amortization of tangible capital assets	3,316,317	3,229,992
(Gain)/loss on disposal of tangible capital assets	337,016	51,738
Proceeds on sale of tangible capital assets	1,026,493	22,488
Other adjustments	(137,034)	(938,908)
<b>Increase (decrease) in net financial assets</b>	<b>2,232,876</b>	<b>338,411</b>
<b>Net financial assets - beginning of year</b>	<b>3,625,789</b>	<b>3,287,378</b>
<b>Net financial assets - end of year</b>	<b>\$ 5,858,665</b>	<b>\$ 3,625,789</b>

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, 2013

	2013	2012
<b>Operating transactions</b>		
Annual Surplus	\$ 1,317,633	\$ 2,195,904
Non-cash items:		
Amortization	3,316,317	3,229,992
(Increase) decrease in inventory and other	(136,980)	(938,906)
Changes to financial assets/liabilities:		
(Increase) Decrease in taxes receivable	(280,682)	(67,842)
Decrease (increase) in accounts receivable	633,770	(1,342,541)
Increase (decrease) in accounts payable and accrued liabilities	(70,704)	479,556
Increase (decrease) in deposits and prepayments	114,351	118,144
Increase (decrease) in accrued vacation	22,830	40,558
Increase (decrease) in care fund liability	6,769	(6,369)
<b>Cash provided (used) by operating transactions</b>	<b>4,923,304</b>	<b>3,708,496</b>
<b>Capital transactions</b>		
Acquisition of tangible capital assets	(3,627,550)	(4,222,803)
Proceeds from the disposal of tangible capital assets	1,026,439	22,487
(Gain)/loss on the disposal of tangible capital assets	337,016	51,737
<b>Cash applied to capital transactions</b>	<b>(2,264,095)</b>	<b>(4,148,579)</b>
<b>Financing and investing activities</b>		
Debt repayment	(297,053)	(297,053)
(Increase) decrease in investment in affiliated entities	(341,285)	(9,540)
Actuarial adjustments	(163,552)	(59,986)
Advance from Terrace Community Forest Limited Partnership	-	50,000
Decrease in MFA debt reserve	34,241	(2,070)
<b>Cash (provided) used in financing and investing activities</b>	<b>(767,649)</b>	<b>(318,649)</b>
<b>Increase (decrease) in cash position</b>	<b>1,891,560</b>	<b>(758,732)</b>
<b>Cash and cash equivalents - beginning of year</b>	<b>8,479,267</b>	<b>9,237,999</b>
<b>Cash and cash equivalents - end of year</b>	<b>\$ 10,370,827</b>	<b>\$ 8,479,267</b>

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

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

---

### 1. Significant Accounting Policies

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

#### a) Basis of accounting

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

#### b) Fund accounting

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

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

#### c) Tangible capital assets and Inventory

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, 2013

---

### 1. Significant Accounting Policies (continued)

#### c) **Tangible capital assets and Inventory (continued)** **Inventory**

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

#### d) **Land held for resale**

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

#### e) **Non-financial assets**

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

#### f) **Use of estimates**

The preparation of financial statements in conformity with Canadian 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.

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

#### g) **Financial instruments**

The City's financial instruments consist of cash, short-term investments, accounts receivable, accounts payable and long-term debt. 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. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

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

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

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

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

### 2. Cash and short-term investments

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

	2013	2012
Investments:		
MFA Money market fund	\$ 3,845,236	\$ 6,164,098
MFA Short-term bond and intermediate funds	1,604,713	1,579,877
MFA Care fund investment	191,684	184,915
Scotiabank Investments	4,000,000	
	<b>9,641,633</b>	7,928,890
Cash	729,194	550,377
	<b>\$ 10,370,827</b>	<b>\$ 8,479,267</b>

The City has an authorized bank overdraft limit of \$750,000 at prime minus 0.25% to ensure cash flow demands are met during the year.

### 3. Accounts receivable

	2013	2012
Government grants receivable:		
RCMP Commanding Officer of East Division	\$	\$ 31,000
Provincial		
Ministry of Community Development - Towns for tomorrow	375,000	375,000
Ministry of Community Development - Build Canada Fund	47,056	1,136,153
Ministry of Community Development - BC Brownfield renewal funding		61,797
Ministry of Housing and Social Development - Gaming revenue	171,612	151,280
Ministry of Transportation and Infrastructure - Cycling infrastructure	41,300	25,600
Emergency Management BC		1,500
UBCM - Gas Tax		5,000
Northern Development Initiative Trust	30,000	35,028
Regional District of Kitimat-Stikine - cost sharing		27,424
Trade receivable - sewer and water	60,426	57,501
HST/GST rebate	117,591	414,878
RCMP prisoner cost reimbursement	31,000	35,086
Other	296,437	314,591
	<b>\$ 1,170,422</b>	<b>\$ 2,671,838</b>



# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

### 4. Municipal Finance Authority of BC- debt reserve

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

### 5. 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.

	2013	2012
<b>Balance Sheet</b>		
Cash and short term investments	\$ 642,128	\$ 250,450
Accounts and other receivables	111,411	17,729
Prepays		30,683
Inventory	6,452	
Equipment	193	430
<b>Total assets</b>	<b>760,184</b>	<b>299,292</b>
Trade and other payables	155,546	65,369
Silviculture provision	122,606	92,200
<b>Total liabilities</b>	<b>278,152</b>	<b>157,569</b>
Partner capital	482,032	141,723
<b>Total liabilities and partner capital</b>	<b>760,184</b>	<b>299,292</b>
<b>Statement of Comprehensive Income</b>		
Revenue	1,920,756	1,019,411
Direct Costs	1,450,780	(886,376)
Expenses	131,961	(94,507)
Other income	3,270	1,012
<b>Net income (loss) for the year</b>	<b>341,285</b>	<b>39,540</b>
Owner draws		30,000
<b>Change in investment in affiliated entities</b>	<b>\$ 341,285</b>	<b>\$ 9,540</b>

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

	2013	2012
Summary of Investments in Affiliated Entities		
Owner equity in Terrace Community Forest Limited	\$ 4,985	\$ 1,640
Partnership capital in Terrace Community Forest Limited Partnership	478,181	140,241
Total investment in affiliated entities	\$ 483,166	\$ 141,881

### 6. Care fund liability

	2013	2012
Perpetual care (cemetery) care fund	\$ 191,684	\$ 184,915

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

### 7. Long term debt

	2013	2012
Municipal Finance Authority of British Columbia ("MFA")		
Municipal Finance Authority of BC debenture debt is reported net of estimated sinking fund asset balances. Debenture debt matures in 2014 to 2029 and debenture debt annual interest rates range from 4.13% to 7.625%.	\$ 2,531,374	\$ 2,841,979
Northern Development Initiative Trust loan ("NDI")		
Northern Development Initiative Trust loan is non-interest bearing with equal annual repayments of \$150,000.	600,000	750,000
	\$ 3,131,374	\$ 3,591,979

Principal repayments for the next five years are:

	2014	2015	2016	2017	2018
MFA					
Principal payment	\$ 109,419	\$ 106,502	\$ 106,502	\$ 106,502	\$ 106,502
Actuarial addition	21,271	24,709	29,957	35,415	41,093
	130,690	131,211	136,459	141,917	147,595

NDI

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

### 5.2.3.7. Long term debt (continued)

	2014	2015	2016	2017	2018
Principal payment	150,000	150,000	150,000	150,000	
	\$ 280,690	\$ 281,211	\$ 286,459	\$ 291,917	\$ 147,595

### 8. Tangible capital assets

	2013	2012
Land - cost	\$ 9,844,847	\$ 10,647,110
Land Improvements	1,796,022	1,969,199
Buildings	12,963,324	13,345,195
Motor vehicles	2,501,049	2,712,358
Furniture, equipment and technology	594,125	637,594
Transportation infrastructure	23,434,094	21,619,181
Water infrastructure	9,172,421	9,197,825
Sanitary sewer infrastructure	8,457,250	8,815,227
Storm sewer	7,422,093	7,345,306
	76,185,225	76,288,995
Assets under construction	475,694	1,424,146
	\$ 76,660,919	\$ 77,713,141

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

### 9. 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:

	2013	2012
Increases:		
Capital acquisitions	\$ 3,627,550	\$ 4,222,803
Retirement of debt - principal repayment	297,053	297,052
-actuarial adjustment	163,552	59,986
Decreases:		
Dispositions at net book value	(1,363,454)	(74,224)
Amortization	(3,316,317)	(3,229,992)

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

### 9. Equity in tangible capital assets (continued)

	2013	2012
<b>Change in equity in tangible capital assets</b>	<b>(591,616)</b>	1,275,625
Equity in tangible capital assets - beginning of year	74,121,160	72,845,535
<b>Equity in tangible capital assets - end of year</b>	<b>\$73,529,544</b>	\$74,121,160

### 10. Net taxes available for municipal purposes

	2013	2012
Taxes:		
Property	\$17,531,080	\$17,137,024
Frontage Taxes	654,095	648,507
Utility Fees	446,896	452,016
Revenue in lieu of taxes	333,486	352,372
Penalties and interest on taxes	131,914	86,377
	<b>19,097,471</b>	18,676,296
Less taxes on behalf of:		
School	4,701,687	4,783,689
North West Regional Hospital District	1,046,053	918,174
Regional District of Kitimat-Stikine	344,947	347,794
B.C. Assessment Authority	93,233	89,003
Municipal Finance Authority	274	264
	<b>6,186,194</b>	6,138,924
<b>Net taxes available for municipal purposes</b>	<b>\$12,911,277</b>	\$12,537,372

### 11. Government grants and cost sharing

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

	2013	2012
Capital project grants		
- Federal	\$	\$ 50,000
- Provincial	327,904	1,234,945
Regional District / Other	515,816	537,738
	<b>843,720</b>	1,822,683

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

### 11. Government grants and cost sharing (continued)

	2013	2012
Operating grants and cost sharing		
- Federal	5,000	17,232
- Provincial	1,322,497	1,593,164
Regional District / Other	1,188,804	1,173,274
	2,516,301	2,783,670
	\$ 3,360,021	\$ 4,606,353

### 12. Commitments and contingencies

#### a) Capital requirements

City Council has approved a 2013 - 2017 tangible capital expenditure financial plan of \$14,174,800. The 2014 requirement of \$2,571,200 is to be funded as follows:

	2014
Operating funds and reserves	\$ 2,071,200
Grants and donations	500,000
	\$ 2,571,200

#### b) Pension plan

The City of Terrace and its employees contribute to the Municipal Pension Plan (the Plan), a jointly-trusted pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 179,000 active members and approximately 71,000 retired members. Active members include approximately 101 contributors from the City of Terrace.

The most recent actuarial valuation as at December 31, 2012 indicated an unfunded liability of \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expenses as the amount of employer contributions made during the fiscal year (defining contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the plan.

The City of Terrace paid \$546,992 for employer contributions to the plan in fiscal 2013 (\$524,978 in 2012).

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

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### c) Third party claims

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

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

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

### e) Contingent liabilities

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

## 13. 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. Revenues include government grants, user fees, investments 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 are 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, Heritage Park Museum and community grants are also reported under this segment.

### Transportation and Transit

The Public Works department provides transportation service including street maintenance, snow removal,

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

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### 13. Segmented Information (continued)

#### Transportation and Transit (continued)

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 is managed by the City and reported under this segment. Tourism services and economic development services, provided by Kermodai Tourism and Terrace Economic Development Authority respectively, 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, 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.

### 14. Landfill Closure and Post Closure Liability

The City of Terrace landfill is nearing the end of its useful life. The City is actively working with the Regional District of Kitimat Stikine on the development of a regional landfill south of Terrace at Forceman Ridge. When this new Regional District landfill is opened, the Terrace landfill will close and operations will move to post-closure functions.

The City is responsible for the closure and post closure costs with respect to the Terrace Landfill. A landfill closure liability amount of \$289,809 (2012 - \$256,739) has been set-up to cover estimated future costs related

# City of Terrace

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2013

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**14. Landfill Closure and Post Closure Liability (continued)**

to closure. The City also budgets \$20,000 annually for post closure activities.



# City of Terrace

## CONSOLIDATED SCHEDULE OF SEGMENTED REVENUE AND EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2013

(Schedule 1)

	Protective services	Leisure services	Transportation and transit	Development services	General government	Waste management
<b>Revenue</b>						
Net taxes available for municipal purposes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
User fees and sale of goods and services	257,822	978,765	582,755	484,477	-	366,291
Government grants and transfers	165,612	1,058,934	640,510	191,612	1,303,353	-
Investment income	-	-	-	-	-	-
Other revenue	-	43,275	-	-	365,147	-
	<u>423,434</u>	<u>2,080,974</u>	<u>1,223,265</u>	<u>676,089</u>	<u>1,668,500</u>	<u>366,291</u>
<b>Expenses</b>						
Salaries and wages	2,291,879	1,528,241	729,523	994,153	1,159,659	203,051
Goods and services	2,453,658	2,118,937	1,941,872	628,053	446,942	104,868
Interest and bank charges	-	180,723	6,139	2,466	10,792	-
Amortization of tangible capital assets	130,542	799,927	1,595,466	6,692	129,745	-
(Gain)/loss on disposal of tangible capital asset	-	-	382,762	-	(45,995)	-
	<u>4,876,079</u>	<u>4,627,828</u>	<u>4,655,762</u>	<u>1,631,364</u>	<u>1,701,143</u>	<u>307,919</u>
<b>Excess (deficiency) of revenue over expenses</b>	<b>\$ (4,452,645)</b>	<b>\$ (2,546,854)</b>	<b>\$ (3,432,497)</b>	<b>\$ (955,275)</b>	<b>\$ (32,643)</b>	<b>\$ 58,372</b>

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

# City of Terrace

## CONSOLIDATED SCHEDULE OF SEGMENTED REVENUE AND EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2013

(Schedule 1)

2013  
Unaudited

	Water operations	Sewer operations	Other services	Unallocated	2013	2012	Budget
<b>Revenue</b>							
Net taxes available for municipal purposes	\$ -	\$ -	\$ -	\$ 12,911,277	\$ 12,911,277	\$ 12,537,372	\$ 12,918,951
User fees and sale of goods and services	941,012	432,680	40,431	-	4,084,233	3,973,981	3,804,152
Government grants and transfers	-	-	-	-	3,360,021	4,606,353	2,595,208
Investment income	-	-	-	283,378	283,378	174,276	118,000
Other revenue	-	-	-	341,285	728,069	227,958	21,800
	941,012	432,680	40,431	13,535,940	21,366,978	21,519,940	19,458,111
<b>Expenses</b>							
Salaries and wages	279,003	159,256	38,255	-	7,383,021	7,060,712	7,788,509
Goods and services	758,550	342,903	17,089	-	8,812,872	8,762,330	8,995,492
Interest and bank charges	-	-	-	-	200,119	219,264	221,983
Amortization of tangible capital assets	295,968	357,977	-	-	3,316,317	3,229,992	3,229,992
(Gain)/loss on disposal of tangible capital asset	249	-	-	-	337,016	51,738	-
	1,333,770	860,136	55,344	-	20,049,345	19,324,036	20,235,976
<b>Excess (deficiency) of revenue over expenses</b>	\$ (392,758)	\$ (427,456)	\$ (14,913)	\$ 13,535,940	\$ 1,317,633	\$ 2,195,904	\$ (777,865)

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, 2013**

(Schedule 2)

	Cost				Accumulated Amortization			Net book value
	Opening Balance	Additions	Disposals	Ending balance	Opening Balance	Amortization	Ending balance	2013
Land	\$ 10,647,112	\$ 177,620	\$ (979,885)	\$ 9,844,847	\$ -	\$ -	\$ -	\$ 9,844,847
Land Improvements	4,023,148	-	-	4,023,148	2,053,950	173,176	2,227,126	1,796,022
Buildings	23,474,546	338,859	-	23,813,405	10,129,351	720,730	10,850,081	12,963,324
Motor Vehicles	4,861,544	20,844	(23,235)	4,859,153	2,149,186	230,653	2,358,104	2,501,049
Furniture, equipment and technology	1,820,069	84,526	-	1,904,595	1,182,475	127,996	1,310,471	594,124
Transportation infrastructure	43,336,353	3,351,628	1,208,906	45,479,075	21,717,173	1,167,747	22,044,981	23,434,094
Water infrastructure	15,412,270	270,813	(17,965)	15,665,118	6,214,445	295,968	6,492,696	9,172,422
Sanitary sewer infrastructure	15,142,121	-	-	15,142,121	6,326,894	357,977	6,684,871	8,457,250
Storm sewer	12,022,212	331,711	(40,167)	12,313,756	4,676,906	242,071	4,891,663	7,422,093
Assets under construction	1,424,146	(948,452)	-	475,694	-	-	-	475,694
	\$ 132,163,521	\$ 3,627,549	\$ (2,270,158)	\$ 133,520,912	\$ 54,450,380	\$ 3,316,318	\$ 56,859,993	\$ 76,660,919
								\$ 77,713,141

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, 2013

(Schedule 3)

	Machinery and equipment	Capital works	Contingency	Land acquisition	Parking space	Parks acquisition	Total
<b>Balance - Beginning of year</b>	\$ 1,838,513	\$ 1,943,573	\$ 753,522	\$ 109,295	\$ 143,648	\$ 46,438	\$ 4,834,989
Transfers in	591,355	303,568	-	-	-	-	894,923
Investment income	37,351	13,339	-	1,301	1,709	553	54,253
Contributions	-	753,522	(753,522)	-	-	-	-
Transfers out	(320,844)	(286)	-	(7,268)	-	-	(328,398)
<b>Balance - End of year</b>	\$ 2,146,375	\$ 3,013,716	\$ -	\$ 103,328	\$ 145,357	\$ 46,991	\$ 5,455,767

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

**City of Terrace**  
**SCHEDULE OF EXPENSES**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

(Schedule 4)

	2013		
	Unaudited		
	2013	Budget	2012
<b>Protectice services:</b>			
Police and law enforcement	\$ 3,162,422	\$ 3,603,260	\$ 3,170,513
Fire Protection	1,562,960	1,660,412	1,480,712
Operational projects	20,155	-	39,721
Amortization of tangible capital assets	130,542	-	140,240
	<b>\$ 4,876,079</b>	<b>\$ 5,263,672</b>	<b>\$ 4,831,186</b>
<b>Leisure services:</b>			
Pool	\$ 1,067,281	\$ 1,076,131	\$ 1,022,044
Arena	713,721	644,477	674,752
Parks	252,745	341,740	253,605
Recreation Programs	151,488	152,747	150,780
Administration	275,100	298,974	247,415
Terrace Public Library funding	588,325	587,150	562,938
Grants to community organizations	113,619	91,632	147,785
Fee for service contracts	357,653	365,603	352,455
Operational projects	127,246	-	139,552
Interest and bank charges	180,723	-	189,459
Amortization of tangible capital assets	799,927	-	792,935
(Gain)/loss on disposal of tangible capital asset		-	(8,166)
	<b>\$ 4,627,828</b>	<b>\$ 3,558,454</b>	<b>\$ 4,525,554</b>
<b>Transport and transit services:</b>			
Roads and streets	\$ 802,154	\$ 1,029,020	\$ 901,751
Building maintenance	426,555	445,012	401,586
Transit	537,284	577,500	516,190
Street and traffic lights	348,316	297,522	314,531
Administration	265,913	371,111	255,179
Shop	91,219	91,242	87,078
Inventory	132,514	148,849	148,986
Operational projects	67,440	-	12,302
Interest and bank charges	6,139	-	6,537
Amortization of tangible capital assets	1,595,466	-	1,516,512
(Gain)/loss on disposal of tangible capital asset	382,762	-	59,422
	<b>\$ 4,655,762</b>	<b>\$ 2,960,256</b>	<b>\$ 4,220,074</b>

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

**City of Terrace**  
**SCHEDULE OF EXPENSES**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

(Schedule 4)

	2013		
	Unaudited		
	2013	Budget	2012
<b>Development services:</b>			
Building inspection and licensing	\$ 241,551	\$ 251,371	\$ 212,905
Development	216,594	157,828	214,089
Animal control	276,941	242,721	238,418
Economic Development and tourism	225,077	225,000	225,052
Land	200,970	-	4,305
Planning	54,509	157,383	171,869
Drafting	145,738	178,122	171,921
Engineering	56,498	100,766	99,918
Bylaw enforcement	38,961	42,196	36,425
Operational projects	165,367	-	340,964
Interest and bank charges	2,466	-	8,748
Amortization of tangible capital assets	6,692	-	6,692
	<b>\$ 1,631,364</b>	<b>\$ 1,355,387</b>	<b>\$ 1,731,306</b>
<b>General government services:</b>			
Finance	\$ 657,245	\$ 663,862	\$ 685,909
Administration	528,187	488,905	472,365
Legislative	197,471	218,748	182,092
Insurance and other	105,078	141,927	100,848
Common services	102,747	95,160	113,035
Operational projects	15,873	-	61,330
Interest and bank charges	10,792	-	14,519
Amortization of tangible capital assets	129,745	-	126,066
(Gain)/loss on disposal of tangible capital asset	(45,995)	-	
	<b>1,701,143</b>	<b>1,608,602</b>	<b>1,756,164</b>
<b>Waste management:</b>			
Waste	<b>307,919</b>	<b>362,801</b>	<b>274,685</b>
<b>Water operations:</b>			
Administration	<b>32,242</b>	<b>198,125</b>	<b>32,059</b>
Hydrants	<b>57,823</b>	<b>57,959</b>	<b>45,064</b>
Treatment and supplies	<b>279,717</b>	<b>317,234</b>	<b>280,480</b>
Distribution and maintenance	<b>452,047</b>	<b>362,500</b>	<b>358,624</b>

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

# City of Terrace

## SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2013

(Schedule 4)

Operational projects	215,724	-	46,017
Amortization of tangible capital assets	295,968	-	287,606
(Gain)/loss on disposal of tangible capital asset	249	-	482
	<b>1,333,770</b>	935,818	1,050,332

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

# City of Terrace

## SCHEDULE OF EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2013

(Schedule 4)

Sewer operations:			
Administration	34,206	219,498	32,525
Maintenance and operations	182,734	140,100	144,626
Sewer Treatment Plant	279,129	313,967	293,644
Operational projects	6,090	-	43,609
Amortization of tangible capital assets	357,977	-	359,940
	860,136	673,565	874,344
<b>Other</b>		3,451,975	
Other services:			
Cemetery	55,344	65,446	60,391
	<b>\$ 20,049,345</b>	<b>\$ 20,235,976</b>	<b>\$ 19,324,036</b>

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



# City of Terrace

## SCHEDULE OF DEBT WITH MUNICIPAL FINANCE AUTHORITY OF BC FOR THE YEAR ENDED DECEMBER 31, 2013

(Schedule 5)

Bylaw No.	Purpose	Maturity Date	Amount of issue	Amount matured 2013	Interest paid 2013	Future principal	Future actuarial capitalization	Total liability 2013
<b>General</b>								
1307	LIP Paving	2013 \$	34,530 \$	283 \$	398 \$	- \$	- \$	-
1364	Library Expansion	2014	1,235,000	37,350	61,750	-	-	-
1789	LIP Paving	2014	36,690	2,917	1,825	2,917	1,608	4,525
1866	Sportsplex	2029	1,575,000	52,891	65,048	846,262	504,138	1,350,400
1867	Arena Retrofit	2028	1,200,000	40,298	55,800	604,472	377,261	981,733
1867	Arena Retrofit #2	2029	140,000	4,701	6,860	75,225	44,811	120,035
1882	LAS Paving	2018	32,194	2,682	1,497	13,406	4,266	17,671
1883	LAS Paving	2018	7,473	622	347	3,114	987	4,101
1965	LAS Davis	2021	63,739	5,309	2,072	42,471	10,438	52,909
			\$ 4,324,626 \$	147,053 \$	195,597 \$	1,587,867 \$	943,509 \$	2,531,374

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

**City of Terrace**  
**ASSESSMENT AND TAX RATE STATISTICS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

(Schedule 6)

Property Class	2013		2012		Tax Rates General, Debt and Transit		School Tax		Levy for other Governments	
	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012
1. Residential	\$ 836,625,962	\$ 797,666,800	6.4600	6.5900	3.6225	3.8840	1.0865	0.9668	3.6860	3.5960
2. Utilities	3,572,765	3,446,335	64.2950	69.1650	14.0000	14.2000	4.1120	3.6860	3.5960	3.2690
4. Major Industry	4,216,000	2,527,000	58.8780	57.7980	2.4800	2.5600	4.0090	3.6688	2.4078	0.9668
5. Light Industry	5,231,500	5,394,200	54.6680	53.4280	4.3200	2.5600	3.6688	3.2690	2.4078	0.9668
6. Business/Other	181,844,000	179,818,250	28.2170	27.8470	6.2000	6.4000	2.6946	2.4078	0.9668	0.9668
8. Recreation/Non-profit	317,700	308,900	5.5900	8.6600	3.4000	3.4000	4.0862	0.9668	0.9668	0.9668
9. Farm	45,156	52,990	32.1000	32.0100	3.4500	3.4500	1.0862	0.9668	0.9668	0.9668
<b>Total Assessment</b>	<b>\$1,031,853,083</b>	<b>\$ 989,214,475</b>								

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