

WHAT'S INSIDE

The City of Prince Rupert 2019 Annual Report has been prepared in compliance with the Community Charter. The purpose of the report is to provide the citizens of the community with financial and non-financial information regarding the operations of the Municipality during the calendar year.

This year, we have reformatted our report to be more user-friendly and to share our information in a more concise, efficient, and interesting way. We hope you like the new look!

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2019 IN NUMBERS



**Return of 1
Bylaw Officer**



**2% tax
decrease**



**Return of 2
RCMP Officers**



**\$550,000 reserved for future
RCMP detachment loan**

All information presented provided by various City Departments based on services rendered in 2019.

MESSAGE FROM THE MAYOR

Dear Resident,

While we look back on this last year, we are grateful for what we were able to accomplish through the hard work of staff and partners in the community. We also want to thank residents for acting swiftly in response to the pandemic. The steps you took early on helped to protect your families, neighbours, friends, and the vulnerable in Prince Rupert.

We don't know yet what the rest of 2020 has in store, but we are continuing with the important projects like water improvements, updating the Official Community Plan, redeveloping Watson Island, waterfront developments, increased road works, landfill upgrades and more.

We are also working to contribute to economic recovery. Our staff in Economic Development have teamed up with Tourism Prince Rupert and the Chamber of Commerce on a Small Business Recovery Task Force that has been working to understand and address the needs of local business in this difficult circumstance. On a similar note, staff are also working with Community Futures on a helpline program that connects businesses to both resources and interest-free lending for those who are ineligible for other Federal programs.

As a community, we have seen ourselves band together through difficult times these past few months, but also in past times of hardship. We are confident that the resilience of Prince Rupert will continue to see us through the uncertain times that lie ahead.

In your service,



Mayor Lee Brain

MESSAGE FROM THE CITY MANAGER

Dear Citizens,

This document reflects back on what was accomplished in 2019. The City of Prince Rupert continues to deliver on the Vision established over 5 years ago by the Council sitting at that time. Back then we were financially fragile and needing a long term strategy to strengthen our financial health. I am happy to report, as confirmed in this 2019 report, that we are in a much better position than 5 years ago and continue to improve. This in no small part is due to the tremendous management team the City is blessed with, many of which are home grown talent. Council's steady hand on the tiller steering the organization towards the long term vision and trusting the staff to deliver innovative and functional outcomes has and continues to be a winning combination.

2020 is a new animal. Uncertainty in all quadrants will cause confusion and encourage the community to become focussed on small non-strategic matters. Council and staff must resist this tendency and stay focussed on the long-term matters that matter and not the small issues raised by various mediums which threaten to distract from our past winning ways of following a well-supported community vision.

So far, given the pandemic, the City has maintained essential services that Prince Rupert relies upon. Our primary aim from the outset of the pandemic has been to protect the health and safety of the community and our valued staff members, who have continued to go to work to provide essential services that keep Prince Rupert moving. Our residents and essential service workers also deserve praise, as we know that your efforts have helped protect your families, friends and neighbours.

This document reflects back on the accomplishments your municipality made in 2019, but also what's in store for 2020. As we move further into this year, it is with greater caution and trepidation than past years. That said, we are determined to continue to move forward with critical infrastructure renewal and continue the progress we have made in diversifying our revenues over the past few years. These new revenues have helped us to reduce our vulnerability during this pandemic. Our hope is to emerge from this situation a stronger, more united community, and we will continue to work hard in 2020 to accomplish that goal.

Sincerely,



Robert Long, City Manager



MAYOR & COUNCIL



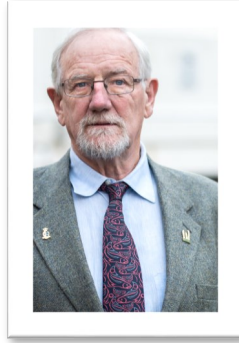
**Mayor
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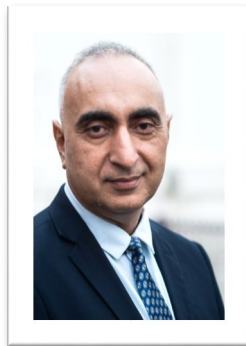
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2020 City Council Schedule

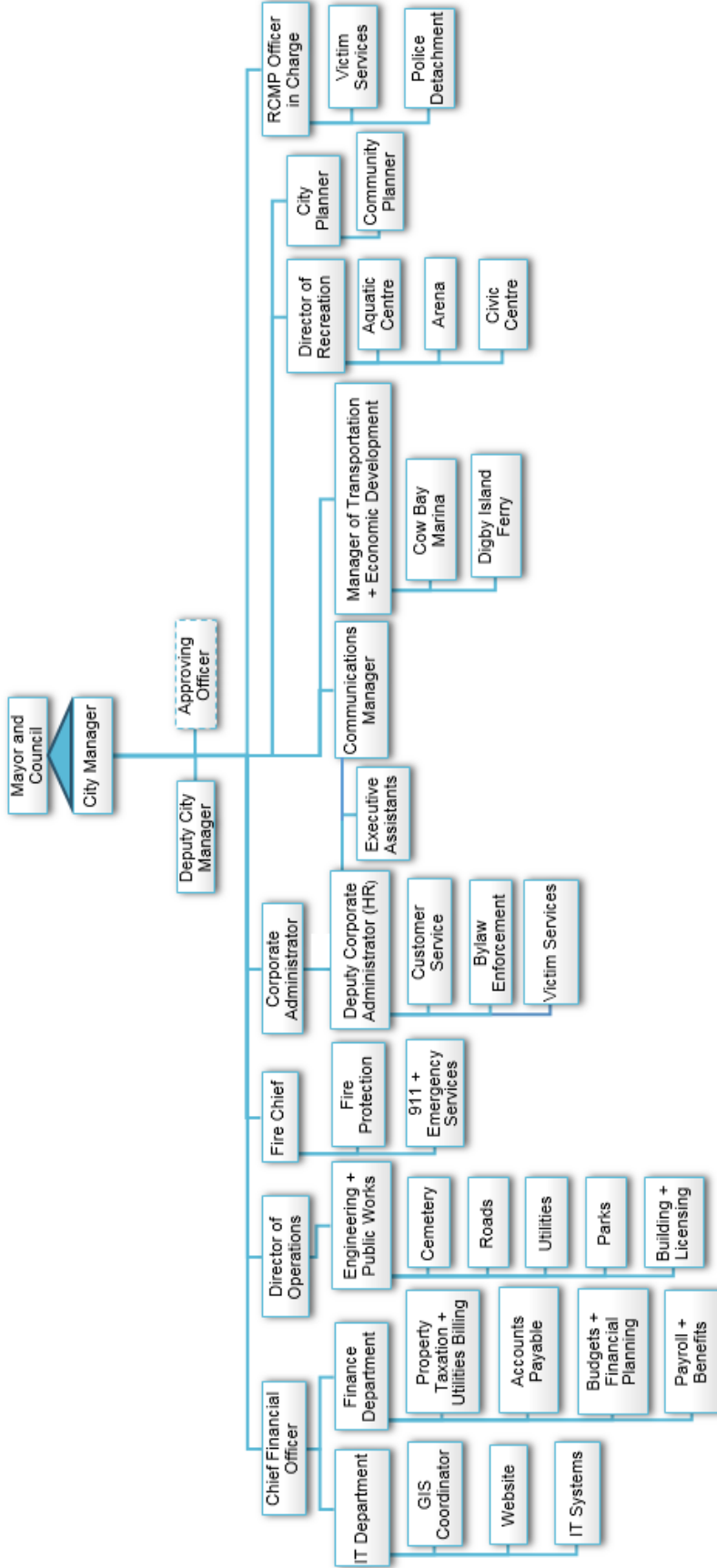
January 13th Monday 27th Monday	February 10th Monday 24th Monday	March 9th Monday 23rd Monday	April 6th Monday 27th Monday
May 11th Monday 25th Monday	June 8th Monday 22nd Monday	July 20th Monday	August 24th Monday
September 14th Monday	October 5th Monday 26th Monday	November 9th Monday 23rd Monday	December 7th Monday

**Please note that this schedule may be impacted by the current COVID-19 pandemic. Please see our website for notice of adjusted procedures and other changes.*





Organizational Chart: City of Prince Rupert



The City of Prince Rupert has approximately 259 full and part time staff who perform a range of functions for our municipality. We pride ourselves on improving services in our community.

If you have any feedback on the services you receive, please feel free to contact City Hall by:

Phone: (250) 627 1781

Email: cityhall@princerupert.ca

Regular Mail: 424 3rd Avenue West
Prince Rupert, BC
V8J 1L7

Get to know us...

Governance + Administration



The City's Administration Department ensures the continuity of service provision throughout Prince Rupert, and implements policy at the direction of Mayor and Council. In addition, Administration staff prepare bylaws, develop and review contracts, communicate to the community, provide human resource support to all departments, and advocate for local needs with other levels of Government.

In their roles as your Mayor and Council, our elected officials also hear concerns and requests from the community, and participate in a number of committees relating to important local issues.

Budget + Finance



The City of Prince Rupert's Finance department prepares and manages the City's budget, and other financial matters, including support for City administration on policy matters, internal controls, contract negotiations, insurance and risk management. Finance staff also report to Council on any variances to the budget throughout the year, prepare financial reports, and oversee the preparation of the Annual Financial Report and Statements.

Want to know more about what the future holds? The City's Finance Department has developed a Financial Plan Document that addresses many of the details you may be looking for. This report is available online [on the City's website](#) or at City Hall.

Operations (Public Works)



The primary role of the City's Operations department is to plan for and oversee the maintenance and renewal of our infrastructure including:

- The municipal roads and street network, including street lights, traffic signs, bridges, sidewalks and pathways
- The potable water supply and distribution system
- Liquid waste management
- Solid waste collection and disposal
- City parks and playgrounds
- The Fairview Cemetery

In addition, the Operations Department also oversees the bylaw enforcement function for the City.

Recreation + Community Services



The Recreation and Community Services Department focuses on community health, wellness and maintaining an exceptional quality of life for all residents.

The Department provides recreation services throughout the community through field bookings, and at the Recreation Complex including the community pool, Fitness Centre, Arena, gymnasiums and more. In addition, the facilities offer a variety of meeting rooms and event spaces, which regularly hosts community sporting events, local craft fairs, Halloweenfest, and more.

Emergency, Police + Victim Services



The City's emergency services includes the City's Fire Department, RCMP and Victim Services. Each day, our community's first responders go to a variety of emergency and non emergency calls. Emergency 911 dispatch services are provided through the local Fire Department, which patches through calls for local fire and ambulance. In addition, emergency personnel provide a prevention-focused function—with programs like D.A.R.E, Fire Prevention Week, and domestic violence prevention programming through RCMP Victim Services.

Our local RCMP also provides a Coastal Policing Unit servicing to area First Nations as well as the District of Port Edward and all rural areas from the Alaska border to Klemtu, including Highway 16 half way to Terrace.

Economic Development



The City's Economic Development Office works to make Prince Rupert and the surrounding area the premier location for new business ventures. As the community's lead economic development agency, staff work with businesses to facilitate growth, expedite local, national and international business investment opportunities, collaborate with all levels of government and promote sustainable economic growth.

A primary focus of the Economic Development Office in recent years has been the redevelopment of Watson Island, but also administration of programs to support small business, including Love Prince Rupert and the Business Façade Improvement Program.

Planning, Building, + Development Services



The Planning and Development Services Departments at the City oversee building maintenance, building permits, land use applications (such as rezoning, variance, and, property information, and trade/business licenses), as well as the administration of cemetery services.

Alongside the work of our planning and development services staff are our building inspectors, who provide inspections to ensure that when work is done on the buildings where we live, work and play, it is done safely. Additionally, this Department looks after the care and maintenance of the City's various civic buildings.

Want to know more?

To contact our City Departments and to learn more about available programs and services, check out:

www.princerupert.ca



And Like and Follow us on Facebook and Twitter

Major 2019 Goals We've Met



Obtained grant funding for water treatment

In 2018, the City applied for grant funding through the Provincial and Federal governments to complete the final phase of the water project—the replacement of one of the two submarine water transmission lines that run below Fern Passage, and the development of a new water treatment facility. This funding was awarded through the Investing in Canada Infrastructure Program, and the City is now working with Provincial partners on conducting value engineering for the project. Value engineering is a process that helps to ensure that major infrastructure projects are completed with the lowest impact to taxpayers, without sacrificing the functionality of the facility.



Offset property tax rate with diversified revenues

A major aim of Mayor and Council as well as City administration has been to offset the property tax rates for residential and commercial rate payers by bringing in new revenues. In 2019, the City obtained new revenue streams through the Altagas project, as well as revenues transferred from Prince Rupert Legacy Inc. from leases on Watson Island. These sources enabled the City to approve a 2% decrease to the property tax rate in 2019.



Oversaw continued redevelopment & environmental compliance on Watson Island

Following the removal of all pulping chemicals and pulp mill infrastructure from the island, the redevelopment of the former pulp mill site has followed a phased approach. As new tenants come on site, remediation efforts are conducted in the area they plan to occupy—with the City reporting to the Ministry of Environment on progress, and ensuring that we work to meet provincial permitting requirements and environmental standards.



Traffic Calming & Roadway Improvements

In 2019, the City was able to complete approximately 7 km of capital paving works. In addition, following advocacy with the Provincial Ministry of Transportation and Infrastructure, pedestrian safety improvements were installed at the corner of 2nd Avenue West and 3rd Street. The City has also been slowly replacing the decorative street lights in the downtown core for improved visibility.



Completed Redesign Rupert 2030 Vision with community partners

A main concern of Prince Rupert residents has been the need for a fulsome and ‘all hands on deck’ approach to community revitalization, following a decade or more of economic downturn. That need is why in 2019, the City of Prince Rupert, Community Futures, the Port of Prince Rupert, DP World, Ridley Terminals and Ray-mont Logistics partnered on the Redesign Rupert visioning process with community stakeholders, culminating in a December presentation and final Vision document. The Redesign process also produced a Labour Market Study, and a Recruitment and Retention strategy and brand to be launched at a later date. Due to current circumstances, we now recognize that many of these ambitious goals and projects may be on hold for awhile, while we regroup as a society from the impacts of a global pandemic. That said, we are encouraged by the level of partnership and collaboration that this process sparked throughout the community—and know that it echoes our potential for resilience through the days ahead.



Finalized dam construction specifications & contract

The replacement of the City’s 100 year old dam has been the main priority of the City’s Operations Department for the past few years, with the project continuing into 2020. The replacement of this asset is vital to securing the City’s potable water supply for generations to come—and began with the construction of a road, and replacement and burial of the water supply main. In 2019, the City worked to finalize all construction specifications and complete a contract with the firm that will be undertaking the work in 2020.



Ordered a dual bay garbage truck with recycling capacity

With the planned opening of a new landfill cell looming on the 2020-2021 horizon, the City is looking to ensure that we can divert recyclables from our landfill moving forward. To this end, the City’s order of a new garbage truck in 2019 will provide the City the capacity to move forward with a recycling program following the delivery of the truck in 2020 and acceptance to the Recycle BC program that supports municipal recycling pick up.



Ensured continued access to Rushbrook

In collaboration with Canfisco, the City of Prince Rupert has seized the opportunity to lease the smaller warehouse section of the Rushbrook Canfisco site as part of the continued lease of the Rushbrook boat launch, with a sublease of the warehouse to Prince Rupert Gymnastics proceeding in 2020.

The above were goals identified across many of the City’s Departments last year. To improve engagement with the City’s Annual Report, this year we have revised the format to provide a more readable and summarized version of City operations.





Recreation Facility Improvements

In 2019, the City's recreation facilities underwent a number of key improvements. These improvements included the initiation of a boiler replacement to increase facility energy efficiency—a two year project that will be completed in 2020. In addition, ventilation upgrades were made to the Jim Ciccone Civic Centre Arena ammonia plant, and there were disinfection and pH system replacements in the Earl Mah Aquatic Centre. Finally, inter-community collaboration enabled a new youth lounge to provide a safe space for youth to spend time after school (which includes pool and foosball tables—pictured right). This project was completed with support from Northern Health's IMAGINE grant program, as well as donations from Northern Savings Credit Union and the Prince Rupert Library.



Fire Department Industrial Training + Equipment Upgrades

Last year, alongside continued programming in fire prevention and emergency response calls, the City's Fire Department focused on improved capacity to respond to industrial fires. This was accomplished through industrial firefighting training in collaboration with Altagas, as well as the purchase of two specialized ground monitors which could be operated unmanned, and offer greater reach and versatility to help fight larger structure fires. These ground monitors were purchased with a grant from Pembina.



RCMP Policing + Service Statistics

In 2019, the local RCMP continued efforts in enhancing road safety, conducting 144 check-stops and increasing overall impaired driving enforcement. The detachment also continued to target crime reduction, focusing on repeat offender management through curfew checks and breach investigations.. In addition, a number of proactive drug investigations were completed targeting local drug dealers. These investigations resulted in a number of sizable seizures of various drugs, prescription medications, cash and illegal firearms. The majority of these investigations are still before the courts.

Another focus of the detachment has been to address domestic violence. Police Based Victim Services received 475 referrals in 2019 compared to 243 referrals in 2018; Additional grant funding of \$13,500 for programs and services were provided to Prince Rupert in 2019, and going forward, Victim Services continues to advocate for the rights of victims and survivors of crime with several new initiatives planned for 2020.



Hosted Rogers Hometown Hockey event

Although not originally listed among the City’s goals for 2019, the selection of Prince Rupert as a location on the 2019 Roger’s Hometown Hockey Tour was a welcome surprise. The multi-day event, culminating in a live broadcast of an NHL game, brought hundreds of residents and regional travelers to the parking lot of the Recreation Complex to celebrate all things hockey, and all things Prince Rupert. Staff and community members did their best to show the crews from Rogers and the viewers at home our hometown pride, and the event was a great success.



Water Quality Testing + Monitoring

In 2019, in cooperation with Northern Health, the City completed a water quality testing program in residences for metal leaching from home plumbing. This work was completed alongside public information materials launched in 2018, describing the City’s existing water quality and steps being taken to improve it. The City also continued an increased testing regime for cryptosporidium and giardia In 2019. In addition, last year the City also began updating our Emergency Water Plan, with the Plan anticipated to be finalized in 2020.



Support for Local Business + Local Attraction and Retention

The City’s Economic Development Office runs and participates in a number of programs intended to benefit the local economy. Through 2019, the Economic Development Office has continued to support local businesses through the administration of the Love Prince Rupert program and Façade Improvement Program—both sponsored by Northern Development Initiative Trust.

In addition, in 2019 this department also participated in the development of both regional and local attraction and retention campaigns. Although launches originally planned for 2020 are currently delayed, these projects are anticipated to continue in the coming years.



Infrastructure Investments

**\$500,000
in roads**

**7 km of road
paving**

**\$388,000 for new
garbage truck**

**\$550,000
towards a boiler
replacement at
the Recreation
Complex**

**Completed
airport
ferry refit**

**Finished west berm
expansion at landfill**

**212 metres of
sewer main
replacement**

**230 metres of
storm main
replacement**

**260 metres of
water main
replacement**

\$23 million water treatment grant awarded

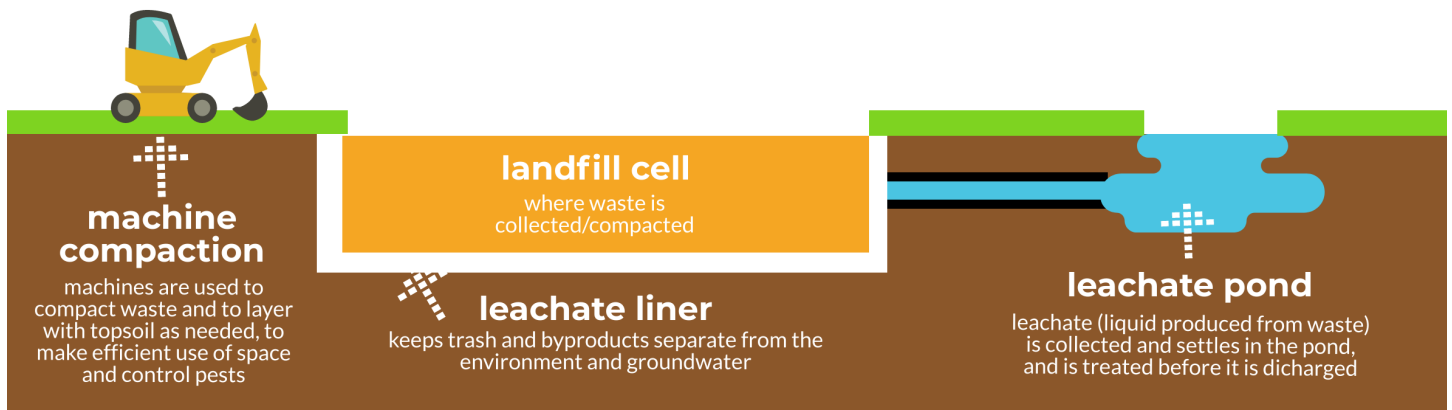


Continuing Objectives



Beginning work on the new cell at the local landfill

The City's existing landfill is nearing full capacity, with the recent expansion of the West Berm conducted to intake waste in the interim while a new cell is built. As part of that work, a leachate lagoon will also begin construction in 2020. To fund the completion of the new cell, the City is proposing to take a loan in 2020 of \$10 million. Council has selected to use the Alternative Approval Process to obtain approval from residents for this essential borrowing, which will likely begin in the summer of 2020 so that the project can begin as soon as possible, subject to potential delays based on the current pandemic.



Continuation of the dam replacement, engineering for a water treatment facility and submarine line

The initiation of dam construction will begin in early 2020, with parameters in place to allow the work to continue despite the ongoing COVID-19 pandemic. This event will impact construction timelines, however the City will continue to oversee the project's completion—as a new dam is essential to safely provide Prince Rupert's potable water for the next 100 years.



Continued advocacy for Northern revenue supports

Now, more than ever, the City will be seeking supports from other levels of Government so that we can act on necessary infrastructure renewal projects without over-burdening our commercial and residential rate payers. One of our major pushes has been for the signing of a permanent Resource Benefits Agreement for the Northwest—mirroring agreements found in Northeast BC and elsewhere. This would see a portion of Provincial tax collected from regional industry transferred to the communities that provide both the infrastructure and workers to regional industries. Payments were made in 2019 and 2020, and we continue to advocate for this to be a recurring payment program.



Continued work towards the development of a new RCMP station

The City has been in regular contact with our local RCMP surrounding the identification of an appropriate location for their new station. Once a suitable location has been decided, this information will be provided to the community. In 2021, the City will seek approval for an additional 25 year loan to complete this important project.



Continued advocacy for long-term homelessness supports

The City advocated throughout 2019 with BC Housing and other levels of Government for improved supports for our local homeless population. This includes provisioning of a long-term shelter space that offers not only a space for people to sleep, but day programming that can support improved health and wellness outcomes for our most at-risk. This work has continued in 2020, with the Province making announcements regarding both temporary and permanent supportive housing developments in May of 2020.



Strategies around economic recovery post-COVID 19

The City is currently in the process of seeking to better understand our role in the COVID-19 pandemic. To that end, the City's Economic Development Office has partnered with Tourism Prince Rupert and the Prince Rupert and District Chamber of Commerce on a Small Business Recovery Task Force to jointly develop recovery strategies. In addition Economic Development staff have also partnered with Community Futures to set up a helpline dedicated to connecting local businesses with available supports and financing options.



Continuation of Rupert's Landing Joint Waterfront Project

As per the announcement made at the Redesign Rupert 2030 Vision event in December, City staff are continuing to work with Gitxaala on the redevelopment of Prince Rupert's waterfront in the area surrounding Kwinitza Station. More information on this project will be shared as initiatives progress in 2020.



McBride Sport Court Improvement Project

Upgrades, including resurfacing and seating improvements are planned for the McBride Street Sport Court in 2020, anticipated to be completed by the Fall.



Asset Management + Succession Planning

Across all departments, the City is aware of the need to replace our critical assets—which includes both physical infrastructure and key personnel. As such, the City will be conducting several infrastructure assessments in 2020 as part of ongoing asset management planning—including a storm management plan for the industrial site, mapping of a significant portion of the City’s sewer system, and ongoing work to map assets in our municipal Geographic Information System (GIS). Additionally, we will continue to conduct outreach and advertise for vacant positions in surveying and engineering, and conduct succession planning internally in our departments.



Updating City Procedures + Bylaws, including the OCP

The City has been progressively updating our policies to reflect the current and projected needs of the community and our organization. Policy changes are being made to amend existing bylaws and corporate policies, a process which will continue into 2021 and 2022.

These improvements include the renewal of the Official Community Plan, the City’s primary bylaw governing land use. Public consultations for the OCP began in January/February of 2020, with the City’s planning consultant looking to adjust the engagement strategy going forward to accommodate the need for physical distancing. Additional opportunities for input will continue through 2020, with renewal of the OCP, Zoning Bylaw, and Development Permit Guidelines likely carrying forward into 2021.



There’s an app for that!



The City of Prince Rupert has a mobile application where you can sign up for notifications on traffic disruptions and other service notifications, information on events, City policies, locations of interest in the community, and other information. **Download it for free from your app store today!**

Find it here:



2019 App Stats

- 264 new downloads
- 7599 notification views
- 1110 brochure views
- 866 news articles read
- 739 department calls



2019 IN PHOTOS



Pembina made significant progress in developing their propane facility on Watson Island in 2019. The additional tax and lease revenues collected on Watson Island are helping to contribute to the City's upcoming major investments in critical infrastructure replacement.



In 2019 the City of Prince Rupert signed Memorandums of Understanding with the neighbouring First Nations of Metlakatla, Lax Kw'alaams, and Gitxaala to agree to work on shared interests in our area.



The Crow's Nest Lodge supportive housing complex on Park Avenue opened in 2019, thanks to funding from the Provincial government and the North Coast Transition Society, who operate the facility. The City provided the land for the facility, and is pleased to see this and other investments being made into homelessness supports in the community.



2019 also saw the completion of the Tsunami Study and an emergency "High Ground Hike" event that highlighted to the community the route to the City's Emergency muster station at the Recreation Complex. Hundreds of local school kids participated in the event.



In December, the City and partners at Redesign Rupert made a presentation of the designs developed with community input throughout a multi-year consultation process. At the event, the City and Gitxaala also announced intention to partner on a waterfront development in the area surrounding Kwinitsa Station.

APPENDIX A:

Section 98 of Community Charter

Excerpt from Community Charter

Annual municipal report

- 98** (1) Before June 30 in each year, a council must
- (a) prepare an annual report;
 - (b) make the report available for public inspection under section 97; and,
 - (c) have the report available for public inspection at the meeting required under section 99.
- (2) The annual report must include the following:
- (a) the audited annual financial statements referred to in section 167 (4) for the previous year;
 - (b) for each tax exemption provided by a council under Division 7 [*Permissive Tax Exemptions*] of Part 7 [*Municipal Revenue*], the amount of property taxes that would have been imposed on the property in the previous year if it were not exempt for that year;
 - (c) a report respecting municipal services and operations for the previous year;
 - (d) a progress report respecting the previous year in relation to the objectives and measures established for that year under paragraph (f);
 - (e) any declarations of disqualification made under section 111 [*application to court for declaration of disqualification*] in the previous year, including identification of the council member or former council member involved and the nature of the disqualification;
 - (f) a statement of municipal objectives, and the measures that will be used to determine progress respecting those objectives, for the current and next year; and,
 - (g) any other information the Council considers available.

APPENDIX B:

Audited Financial Statements

CARLYLE SHEPHERD & CO. 
CHARTERED PROFESSIONAL ACCOUNTANTS

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PRINCE RUPERT BC V8J 1H3
TELEPHONE 250-627-1315
FACSIMILE 250-624-9230

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council
City of Prince Rupert

Opinion

We have audited the financial statements of the City of Prince Rupert, which comprise the consolidated statement of financial position as at December 31, 2019, the consolidated statements of operations, changes in net financial assets, cash flows and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City of Prince Rupert as at December 31, 2019 and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Auditor's Responsibility for the Audit of the Financial Statements

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

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

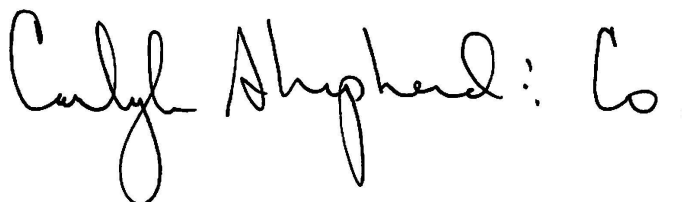
Responsibilities of Management and Council for the Financial Statements

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

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

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

Prince Rupert, BC
May 25, 2020



COQUITLAM • KITIMAT • PRINCE RUPERT • SMITHERS • TERRACE



APPENDIX B:

Audited Financial Statements (continued...)

Statement A

City of Prince Rupert

Consolidated Statement of Financial Position December 31

	<u>2019</u>	<u>2018</u>
Financial Assets		
Cash and Cash Equivalents	\$ 48,681,908	\$ 33,045,234
Taxes Receivable (Note 2a)	1,316,654	2,209,576
General Receivables (Note 2b)	1,705,265	2,574,243
Deposit-Municipal Finance Authority (Note 3)	204,513	199,858
Land Inventory Held for Resale (Note 4)	9,032,325	8,169,386
Loans to Prince Rupert Airport Authority (Note 5)	<u>6,889,586</u>	<u>7,259,514</u>
	<u>\$ 67,830,251</u>	<u>\$ 53,457,811</u>
Liabilities		
Accounts Payable and Accrued Liabilities (Note 6a)	\$ 11,327,688	\$ 11,501,733
Deferred Revenue (Note 6b)	7,798,206	7,161,911
Landfill Closure Cost (Note 9b)	4,734,000	4,234,000
Reserves - Municipal Finance Authority (Note 3)	204,513	199,858
Loans Payable (Schedule 11 and Note 7)	1,987,371	806,527
Debenture Debt (Schedule 12 and Note 7)	<u>7,105,959</u>	<u>7,635,379</u>
	<u>\$ 33,157,737</u>	<u>\$ 31,539,408</u>
Net Financial Assets (Statement C)	<u>\$ 34,672,514</u>	<u>\$ 21,918,403</u>
Non-financial Assets		
Tangible Capital Assets (Schedule 3 and Note 1c)	\$ 80,175,014	\$ 77,518,342
Investment in City West Cable & Tel. Corp. (Schedule 4 and Note 8)	39,072,763	36,891,763
Inventory (Note 1d)	<u>608,647</u>	<u>539,951</u>
	<u>\$ 119,856,424</u>	<u>\$ 114,950,056</u>
Surplus and Equity (Statement B)	<u>\$ 154,528,938</u>	<u>\$ 136,868,459</u>
City Position		
Accumulated Operating Surplus (Schedule 1)	\$ 25,296,158	\$ 20,961,142
Bylaw and Statutory Reserve Funds (Schedule 2)	15,667,540	7,395,351
Investment in City West Cable & Tel. Corp. (Schedule 4 and Note 8)	39,072,763	36,891,763
Investment in Tangible Capital Assets (Schedule 5)	<u>74,492,477</u>	<u>71,620,203</u>
Net Position (Statement B)	<u>\$ 154,528,938</u>	<u>\$ 136,868,459</u>



Corinne Bomben, CPA, CA
Chief Financial Officer



APPENDIX B:

Audited Financial Statements (continued...)

Statement B

City of Prince Rupert

Consolidated Statement of Operations For The Year Ended December 31

	Unaudited <u>2019 Budget</u>	2019 <u>Actual</u>	2018 <u>Actual</u>
Revenues			
Taxes (Net) (Schedule 6)	\$ 21,907,000	\$ 21,839,994	\$ 19,775,574
Sale of Services (Schedule 7)	11,837,000	11,710,025	11,253,089
Services Provided to Other Government	83,000	86,150	83,490
Government Transfers (Schedule 8)	13,846,000	11,638,765	6,218,553
Fees, Permits, Licenses and Fines (Schedule 9)	495,000	549,073	1,146,161
Investment Income	150,000	755,729	425,994
City West Cable & Tel. Corp.	-	2,781,000	994,000
Prince Rupert Legacy Inc.	-	7,360,762	3,712,018
Miscellaneous Revenues (Schedule 9)	4,566,000	1,075,332	940,966
Total Revenue	<u>\$ 52,884,000</u>	<u>\$ 57,796,830</u>	<u>\$ 44,549,845</u>
Expenses			
Protection to Persons and Property	\$ 10,326,200	\$ 9,819,449	\$ 10,167,184
Water, Sewage and Solid Waste	6,022,020	6,307,455	5,170,258
Roadways and Transportation	6,946,950	7,181,226	5,813,308
Recreation and Culture	5,941,900	6,067,015	5,987,429
General Government	5,032,900	5,623,590	5,629,837
Other	354,050	332,080	304,798
Total Expenses (Schedule 10)	<u>\$ 34,624,020</u>	<u>\$ 35,330,815</u>	<u>\$ 33,072,814</u>
Revenue Over Expenditure Before Amortization	\$ 18,259,980	\$ 22,466,015	\$ 11,477,031
Amortization of Tangible Capital Assets	\$ -	\$ (4,726,605)	\$ (3,147,683)
Gain (Loss) on disposition of Tangible Capital Assets	\$ -	\$ (78,931)	\$ -
Revenue Over Expenditure	\$ 18,259,980	\$ 17,660,479	\$ 8,329,348
Opening City Position	<u>\$ 136,868,459</u>	<u>\$ 136,868,459</u>	<u>\$ 128,539,111</u>
Closing City Position (Statement A)	<u>\$ 155,128,439</u>	<u>\$ 154,528,938</u>	<u>\$ 136,868,459</u>



APPENDIX B:

Audited Financial Statements (continued...)

Statement C

City of Prince Rupert

Consolidated Statement of Changes in Net Financial Assets For The Year Ended December 31

	2019 <u>Actual</u>	2018 <u>Actual</u>
Revenue Over Expenditure (Statement B)	\$ 17,660,479	\$ 8,329,348
Acquisition of Tangible Capital Assets (Schedule 1 & 3)	(7,462,208)	(11,509,284)
Amortization of Tangible Capital Assets	4,726,605	3,147,683
Gain on sale of Tangible Capital Assets	78,931	-
City West Cable and Tel. Corp. (Increase)/Decrease in Equity	(2,181,000)	(594,000)
Change in Inventory	<u>(68,696)</u>	<u>39,199</u>
Change in Net Financial Assets	<u>\$ 12,754,111</u>	<u>\$ (587,054)</u>
Net Financial Assets at Beginning of Year	<u>\$ 21,918,403</u>	<u>\$ 22,505,457</u>
Net Financial Assets at End of Year	<u><u>\$ 34,672,514</u></u>	<u><u>\$ 21,918,403</u></u>



APPENDIX B:

Audited Financial Statements (continued...)

Statement D

City of Prince Rupert

Consolidated Statement of Cash Flows For The Year Ended December 31

	<u>2019</u>	<u>2018</u>
Operating Activities		
Revenue Over Expenditure	\$ 17,660,479	\$ 8,329,348
Non-cash Items		
Amortization	4,726,605	3,147,683
Gain on disposition of Tangible Capital Assets	78,931	-
City West Cable & Tel. Corp	(2,781,000)	(994,000)
Taxes Receivable	892,922	(453,877)
General Receivables	868,978	3,448,626
Land inventory held for resale	(862,939)	111,560
Inventory	(68,696)	39,199
Accounts Payable and Accrued Liabilities	(174,045)	588,453
Deferred Revenue	636,295	1,100,848
Landfill Closure Costs	500,000	-
Cash Provided by Operating Activities	<u>\$ 21,477,530</u>	<u>\$ 15,317,840</u>
Financing Activities		
Equipment and Short Term Loans	\$ 1,600,000	\$ -
Repayment (Loans) from Prince Rupert Airport Authority	369,928	357,025
Principal Repayments	(948,576)	(752,441)
Cash provided by/(applied to) Financing Activities	<u>\$ 1,021,352</u>	<u>\$ (395,416)</u>
Investing Activities		
Tangible Capital Assets Additions	\$ (7,462,208)	\$ (11,509,284)
City West Cable & Tel. Corp. Loan Repayment	600,000	400,000
Cash Provided by/(applied to) Investing Activities	<u>\$ (6,862,208)</u>	<u>\$ (11,109,284)</u>
Increase/(Decrease) in Cash and Cash Equivalents	\$ 15,636,674	\$ 3,813,140
Cash and Cash Equivalents at Beginning of Year	<u>33,045,234</u>	<u>29,232,094</u>
Cash and Cash Equivalents at End of Year	<u>\$ 48,681,908</u>	<u>\$ 33,045,234</u>



APPENDIX B:

Audited Financial Statements (continued...)

City of Prince Rupert

Notes to the Consolidated Financial Statements December 31, 2019

1) Significant accounting policies

a) *Basis of presentation*

It is the Municipality's policy to follow accounting principles generally accepted for British Columbia Municipalities and to apply such principles consistently. These consolidated statements include the operations of the General, Water, Sewer, Solid Waste, Capital & Reserve Funds, Prince Rupert Legacy Inc. and City West Cable & Telephone Corp. They have been prepared using guidelines issued in the CPA Canada Public Sector Accounting Handbook.

b) *Revenue and expenses recognition*

The accrual method for reporting revenues and expenditures has been used.

Revenues are normally recognized in the year in which they are earned and measurable.

Government transfers are recognized in the financial statements as revenue in the period in which the eligibility criteria have been met and reasonable estimates of the amounts can be made. Transfers received for which the expenditures have not yet been incurred are reported as deferred revenue.

Deferred revenue includes grants, contributions and other amounts received from third parties which are specifically designated and the expenditures have not yet been incurred.

c) *Tangible capital assets*

Tangible capital assets are reported at cost. Donated assets are reported at fair market value at the time of donation. Tangible capital assets are amortized using the straight-line method as follows:

	<u>Years</u>
Buildings and Improvements	5 to 50
Equipment	5 to 20
Infrastructure	25 to 100

d) *Inventory*

Inventory is reported at average cost.

e) *Estimates*

The preparation of financial statements in accordance with CPA Canada Public Sector Accounting Standards requires management to make estimates and assumptions that affect the amounts reported. Actual results could differ from those estimates.

APPENDIX B:

Audited Financial Statements (continued...)

City of Prince Rupert

Notes to the Consolidated Financial Statements December 31, 2019

f) Reporting entity

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

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

The City's reporting entities include:

Prince Rupert Legacy Inc.	Controlled Entity	100%
City West Cable & Telephone Corp.	Government Business Enterprise	100%

g) Financial instruments

The City's financial instruments consist of cash, taxes and accounts receivable, accounts payable, accruals and deferred revenue, capital leases and debenture debt. It is management's opinion that the City is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximate their carrying value.

2) Receivables

a) Taxes receivable

	<u>2019</u>	<u>2018</u>
Current	\$ 618,174	\$ 1,345,339
Arrears	444,625	565,660
Tax sale properties	253,855	298,577
Net Taxes Receivable	<u>\$ 1,316,654</u>	<u>\$ 2,209,576</u>

b) General receivables

	<u>2019</u>	<u>2018</u>
General receivables	\$ 1,709,548	\$ 2,582,175
Allowance for doubtful accounts	(4,283)	(7,932)
Net general receivables	<u>\$ 1,705,265</u>	<u>\$ 2,574,243</u>

APPENDIX B:

Audited Financial Statements (continued...)

City of Prince Rupert

Notes to the Consolidated Financial Statements December 31, 2019

3) Municipal Finance Authority reserve and deposit

The City issues its debt instruments through the Municipal Finance Authority. As a condition of these borrowings, a portion of the debenture proceeds are withheld by the Municipal Finance Authority as a debt reserve fund. The City also executes demand notes in connection with each debenture whereby the Municipality may be required to loan certain amounts to the Municipal Finance Authority.

4) Land inventory held for resale

The Watson Island land property value is reported at the gross value of the property taxes owing when it was acquired through tax sale in 2008 plus \$3 million of remediation costs incurred to prepare the island for resale, less \$0.95 million for 35 acres leased out. Management believes current market value exceeds net book value. There is approximately \$2 million owing to the Ministry of Education and BC Assessment Authority that is included in accounts payable.

5) Loans to Prince Rupert Airport Authority

	<u>2019</u>	<u>2018</u>
From Municipal Finance Authority (MFA) (Details per Schedule 7)	\$ 5,689,482	\$ 5,972,456
From Prince Rupert Legacy (Payments include interest at 2.5% per annum, secured by mortgage on Airport Lands)		
\$24,080 due January 28 and July 28 each year with a final payment on January 28, 2031	\$ 479,185	\$ 514,775
\$16,054 due April 6 and October 6 each year with a final payment on April 6, 2031	319,457	343,184
\$9,030 due June 20 and December 20 each year with a final payment on June 20, 2031	179,694	193,041
\$10,033 due February 28 and August 28 each year with a final payment on August 28, 2032	221,768	236,058
	<u>\$ 1,200,104</u>	<u>\$ 1,287,058</u>
Total loans to Prince Rupert Airport Authority	<u>\$ 6,889,586</u>	<u>\$ 7,259,514</u>

APPENDIX B:

Audited Financial Statements (continued...)

City of Prince Rupert

Notes to the Consolidated Financial Statements December 31, 2019

6) Accounts payable, accrued liabilities and deferred revenue

	<u>2019</u>	<u>2018</u>
a) Accounts payable and accrued liabilities		
Trade payables	\$ 2,847,847	\$ 2,984,385
Accrued liabilities	1,408,219	1,454,980
Accrued interest payable - MFA	68,359	14,565
Taxes due to other governments	2,190,508	2,148,429
Salaries, wages, other payroll payables	4,731,369	4,562,193
Holdbacks and deposits	81,386	337,181
	<u>\$ 11,327,688</u>	<u>\$ 11,501,733</u>
b) Deferred revenue		
Prepaid taxes	\$ 1,185,054	\$ 1,197,603
Deferred revenue - PR Legacy	4,122,952	3,312,066
Other deferred revenue	2,490,200	2,652,242
	<u>\$ 7,798,206</u>	<u>\$ 7,161,911</u>

7) Debenture debt and loans payable

Debenture debt and loans are with the Municipal Finance Authority and are being repaid in accordance with approved bylaws and agreements.

8) Investment in City West Cable & Telephone Corp.

Financial information for the Company as at December 31 is as follows

	<u>2019</u>	<u>2018</u>
Assets	\$ 56,349,000	\$ 57,027,000
Liabilities to Arms-length parties	\$ 17,277,000	\$ 20,136,000
Net Income	\$ 2,781,000	\$ 994,000

9) Commitments and contingencies:

a) Pension information

The City and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2018, the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local governments.

APPENDIX B:

Audited Financial Statements (continued...)

City of Prince Rupert

Notes to the Consolidated Financial Statements December 31, 2019

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

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

The City of Prince Rupert paid \$1,375,323 (2018- \$1,327,692) for employer contributions while employees contributed \$1,167,658 (2018- \$1,116,812) to the plan in fiscal 2019.

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

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

b) Landfill closure costs

The City is responsible for closing the landfill in accordance with Ministry of Environment regulations. Phase 1 and 2 East are now exhausted. Management estimates that Phase 1 and 2 West will extend the life of the landfill capacity to 2021. The closure costs have been fully accrued based on the latest landfill closure plan.

c) Third party claims

The City has various lawsuits and claims pending by and against it. It is the opinion of management that the determination of these claims will not materially affect the financial position or the operating results of the City.

10) Subsequent event

Subsequent to year-end, there was a global outbreak of COVID-19 (coronavirus) that has significantly disrupted the world economy. The impact of COVID-19 on the City of Prince Rupert operations is as yet undeterminable but may result in taxpayers' inability to remit taxes and fees for services as they become due. This will negatively impact the City's cash flow. The Province of British Columbia has provided local governments the ability to borrow from internal capital reserve funds to mitigate this risk. The City will utilize these reserves should it be necessary.

APPENDIX B:

Audited Financial Statements (continued...)

Schedule 1

City of Prince Rupert

Operating Funds and Surplus Allocation For The Year Ended December 31

Fund	General	Water	Sewer	Solid Waste	Prince Rupert Legacy Inc.	2019 Total	2018 Total
Operating Results							
Revenue	\$ 41,299,592	\$ 3,248,557	\$ 2,622,879	\$ 3,265,040	\$ 7,360,762	\$ 57,796,830	\$ 44,549,845
Expenditure (Exclude Tangible capital assets)	29,023,360	2,401,018	1,184,158	2,722,279	-	35,330,815	33,072,814
	\$ 12,276,232	\$ 847,539	\$ 1,438,721	\$ 542,761	\$ 7,360,762	\$ 22,466,015	\$ 11,477,031
Add/(Less)							
Additions to Tangible capital assets	\$ (4,413,535)	\$ (1,025,342)	\$ (496,776)	\$ (813,137)	\$ (713,418)	\$ (7,462,208)	\$ (11,509,284)
Tangible capital assets funded by operations	-	-	-	-	-	-	2,278,691
New Equipment Loan from MFA	450,000	-	-	-	-	450,000	-
Debt payment and Actuarial Adjustments	(645,828)	-	(19,774)	-	-	(665,602)	669,750
Bylaw and Statutory Reserve Interest Income	(305,700)	-	-	-	-	(305,700)	(150,224)
Prince Rupert Legacy Dividend	2,600,000	-	-	-	(2,600,000)	-	-
City West Cable & Tel. Corp Loan Repayment	600,000	-	-	-	-	600,000	400,000
City West Cable & Tel. Corp (Income)/Loss	(2,781,000)	-	-	-	-	(2,781,000)	(994,000)
Transfer (to)/ from Reserves (Schedule 2)	(7,795,968)	(55,094)	(52,174)	(63,253)	-	(7,966,489)	164,284
	\$ (12,292,031)	\$ (1,080,436)	\$ (568,724)	\$ (876,390)	\$ (3,313,418)	\$ (18,130,999)	\$ (9,140,783)
Total Operating Surplus/(Deficit)	\$ (15,799)	\$ (232,897)	\$ 869,997	\$ (333,629)	\$ 4,047,344	\$ 4,335,016	\$ 2,336,248
Balance forward Surplus/(Deficit)	8,679,330	2,417,346	4,046,840	805,694	5,011,932	20,961,142	18,624,894
Accumulated Surplus/(Deficit)	\$ 8,663,531	\$ 2,184,449	\$ 4,916,837	\$ 472,065	\$ 9,059,276	\$ 25,296,158	\$ 20,961,142
Surplus Allocation							
Unappropriated Surplus	\$ 1,069,489	\$ 2,184,449	\$ 3,390,837	\$ 352,065	\$ 3,237,276	\$ 10,234,116	\$ 6,247,039
Restricted Land Surplus	7,409,042	-	-	-	-	7,409,042	6,546,103
2020 Appropriated Surplus	185,000	-	1,526,000	120,000	5,822,000	7,653,000	8,168,000
	\$ 8,663,531	\$ 2,184,449	\$ 4,916,837	\$ 472,065	\$ 9,059,276	\$ 25,296,158	\$ 20,961,142



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 2

City of Prince Rupert

Statement of Bylaw and Statutory Reserve Fund Balances December 31, 2019

	Opening Balance	Interest/Income	Transfer (to)/from Other Funds	Year End Balance	RESERVE ALLOCATION		
					2020 Budget Appropriation	Unappropriated Reserve	Year End Balance
BYLAW & OTHER RESERVES							
General Reserves	\$ 3,639,663	\$ 89,537	\$ 891,822	\$ 4,621,022	\$ 400,000	\$ 4,221,022	\$ 4,621,022
Public Work Equipment Reserves	998,460	24,562	(131,824)	891,198	199,000	692,198	891,198
Ferry Maintenance Reserves	456,204	11,223	(450,000)	17,427	-	17,427	17,427
NCPG Reserve (Schedule 13)	-	127,444	7,771,000	7,898,444	1,285,000	6,613,444	7,898,444
Water Asset Management Reserve	71,511	1,759	55,094	128,364	-	128,364	128,364
Sewer Asset Management Reserve	98,917	2,433	52,174	153,524	-	153,524	153,524
Solid Waste Asset Management Res.	120,466	2,963	63,253	186,682	-	186,682	186,682
Total Bylaw & Other Reserves	\$ 5,385,221	\$ 259,921	\$ 8,251,519	\$ 13,896,661	\$ 1,884,000	\$ 12,012,661	\$ 13,896,661
STATUTORY RESERVES							
Capital Assets & Land Acquisition	\$ 1,647,786	\$ 40,536	\$ (290,260)	\$ 1,398,062	\$ 195,000	\$ 1,203,062	\$ 1,398,062
Parkland Reserves	6,745	166	-	6,911	-	6,911	6,911
Parking Space Requirements	140,789	3,464	-	144,253	-	144,253	144,253
Cemetery Care Trust	214,810	1,613	5,230	221,653	-	221,653	221,653
Total Statutory Reserves	\$ 2,010,130	\$ 45,779	\$ (285,030)	\$ 1,770,879	\$ 195,000	\$ 1,575,879	\$ 1,770,879
TOTAL RESERVES	\$ 7,395,351	\$ 305,700	\$ 7,966,489	\$ 15,667,540	\$ 2,079,000	\$ 13,588,540	\$ 15,667,540

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APPENDIX B:

Audited Financial Statements (continued...)

Schedule 3

City of Prince Rupert

Consolidated Statement of Tangible Capital Assets December 31

	CAPITAL ASSETS				ACCUMULATED AMORTIZATION				NET BOOK VALUE	
	Opening Balance	Additions	Disposals/ Write-Downs	Closing Balance	Opening Balance	Amortization	Disposals/ Write-Downs	Closing Balance	2019	2018
Land	\$ 8,254,786	\$ 776,173	\$ -	\$ 9,030,959	\$ -	\$ -	\$ -	\$ -	\$ 9,030,959	\$ 8,254,786
Buildings	11,917,045	118,597	-	12,035,642	7,289,660	487,184	-	7,776,844	4,258,798	4,627,385
Equipment	8,372,678	1,586,549	(964,631)	9,004,596	5,522,188	662,821	(885,700)	5,299,309	3,705,287	2,850,490
Infrastructure	108,801,202	4,970,889	(1,614,935)	112,157,156	47,015,521	3,576,600	(1,614,935)	48,977,186	63,179,970	61,785,681
	<u>\$ 137,345,711</u>	<u>\$ 7,462,208</u>	<u>\$ (2,579,566)</u>	<u>\$ 142,228,353</u>	<u>\$ 59,827,369</u>	<u>\$ 4,726,605</u>	<u>\$ (2,500,635)</u>	<u>\$ 62,053,339</u>	<u>\$ 80,175,014</u>	<u>\$ 77,518,342</u>



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 4

City of Prince Rupert

City West Cable & Telephone Corporation Statement of Financial Position December 31

	<u>2019</u>	<u>2018</u>
ASSETS		
City West Cable & Telephone Corporation		
Investment	\$ 1	\$ 1
Loan	18,632,762	19,232,762
Equity	<u>20,440,000</u>	<u>17,659,000</u>
	<u>\$ 39,072,763</u>	<u>\$ 36,891,763</u>
LIABILITIES AND EQUITY		
Equity, Beginning of Year	\$ 36,891,763	\$ 36,297,763
Net Income of Corporation	2,781,000	994,000
Repayment of loan	<u>(600,000)</u>	<u>(400,000)</u>
Equity, End of Year	<u>\$ 39,072,763</u>	<u>\$ 36,891,763</u>



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 5

City of Prince Rupert

Statement of Changes in Investment in Tangible Capital Assets December 31

	<u>2019</u>	<u>2018</u>
Opening Balance	\$ 71,620,203	\$ 66,207,043
Loan for prior year assets taken out in 2019	1,150,000	-
Tangible Capital Assets Purchased By Operations	5,862,208	8,080,593
Debenture Debt Repayment	149,102	149,102
Actuarial Additions	97,344	88,385
Loan Repayment	419,156	242,763
Disposition of Tangible Capital Assets	(78,931)	-
Amortization	<u>(4,726,605)</u>	<u>(3,147,683)</u>
Closing Balance	<u>\$ 74,492,477</u>	<u>\$ 71,620,203</u>



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 6

City of Prince Rupert

Schedule of Tax Revenues For The Year Ended December 31

	Unaudited 2019 Budget	2019 Actual	2018 Actual
Real Property Taxes			
Municipal Property Tax			
Residential	\$ 7,025,000	\$ 7,025,447	\$ 7,114,928
Utilities	187,000	187,126	179,048
Major Industry	6,061,000	6,060,917	3,549,579
Light Industry	569,000	569,269	598,610
Business	4,801,000	4,801,129	4,760,590
Recreational	22,000	22,055	17,974
	<u>\$ 18,665,000</u>	<u>\$ 18,665,943</u>	<u>\$ 16,220,729</u>
Less: Tax Sharing with District of Port Edward	<u>\$ (1,275,000)</u>	<u>\$ (1,253,182)</u>	<u>\$ (878,978)</u>
	<u>\$ 17,390,000</u>	<u>\$ 17,412,761</u>	<u>\$ 15,341,751</u>
Special Payments			
Port Competitiveness Tax Grant	\$ 1,741,000	\$ 1,740,976	\$ 1,695,206
Revenue Tax	\$ 560,000	\$ 523,033	\$ 534,234
Specified Area Tax	\$ 61,000	\$ 60,951	\$ 60,951
Payments in Lieu of Tax			
Federal Government Properties	\$ 209,000	\$ 185,331	\$ 208,736
Prince Rupert Port Authority	<u>1,564,000</u>	<u>\$ 1,554,865</u>	<u>1,560,030</u>
	<u>\$ 1,773,000</u>	<u>\$ 1,740,196</u>	<u>\$ 1,768,766</u>
Grants in Lieu of Tax			
Provincial Government Properties	\$ 166,000	\$ 156,369	\$ 166,336
BC Buildings Corp.	48,000	45,767	48,343
BC Housing Commission	100,000	89,850	91,524
BC Hydro and Power Authority	58,000	60,003	58,174
Insurance Corporation of BC	<u>10,000</u>	<u>10,088</u>	<u>10,289</u>
	<u>\$ 382,000</u>	<u>\$ 362,077</u>	<u>\$ 374,666</u>
	<u>\$ 4,517,000</u>	<u>\$ 4,427,233</u>	<u>\$ 4,433,823</u>
Net Tax Revenue	<u>\$ 21,907,000</u>	<u>\$ 21,839,994</u>	<u>\$ 19,775,574</u>



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 7

City of Prince Rupert

Schedule of Sale of Service Revenues For The Year Ended December 31

	Unaudited 2019 Budget	2019 Actual	2018 Actual
GENERAL FUND			
Protective Services (RCMP)	\$ 24,000	\$ 19,934	\$ 27,779
Transportation Services			
Public Transit	\$ 374,000	\$ 302,149	\$ 325,975
Airport Ferry	1,415,000	1,461,637	1,410,834
	<u>\$ 1,789,000</u>	<u>\$ 1,763,786</u>	<u>\$ 1,736,809</u>
Environmental Development Services			
Rezoning / Subdivision Services	\$ 20,000	\$ 18,990	\$ 14,633
Parking	60,000	41,197	62,670
	<u>\$ 80,000</u>	<u>\$ 60,187</u>	<u>\$ 77,303</u>
Public Health (Cemetery)	\$ 102,000	\$ 93,021	\$ 91,082
Recreation and Cultural Services			
Civic Centre Rentals & Programs	\$ 281,000	\$ 289,281	\$ 279,661
Swimming Pool	512,000	489,364	407,189
Arena	201,000	194,684	189,023
	<u>\$ 994,000</u>	<u>\$ 973,329</u>	<u>\$ 875,873</u>
Cow Bay Marina	\$ 291,000	\$ 256,429	\$ 286,846
TOTAL GENERAL OPERATING FUND	\$ 3,280,000	\$ 3,166,686	\$ 3,095,692
SOLID WASTE FUND	\$ 3,121,000	\$ 3,165,040	\$ 2,973,182
WATER FUND	\$ 2,801,000	\$ 2,762,401	\$ 2,667,401
SEWER FUND	\$ 2,635,000	\$ 2,615,898	\$ 2,516,814
	<u>\$ 11,837,000</u>	<u>\$ 11,710,025</u>	<u>\$ 11,253,089</u>



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 8

City of Prince Rupert

Schedule of Government Transfers For The Year Ended December 31

	Unaudited 2019 Budget	2019 Actual	2018 Actual
Federal Grant- Conditional			
General Operating Fund			
PRPA- Ferry Dock Repair	\$ -	\$ -	\$ 68,470
PRPA- Doug Kerr Ball Field	-	-	41,500
PRPA- Digby Island Airport Road Paving	600,000	459,790	-
Canada Parks and Recreation	-	34,272	-
Water Fund			
Woodworth Dam Design & Construction- PRPA- Joint	-	-	118,182
Woodworth Dam Design & Construction- FED	1,000,000	182,241	-
P3 Water Line & Road Project- Fed	-	-	391,714
P3 Water Line & Road Project- PRPA Joint	-	-	136,696
	<u>\$ 1,600,000</u>	<u>\$ 676,303</u>	<u>\$ 756,562</u>
Provincial Grants			
Unconditional			
General Operating - Small Community	\$ 390,000	\$ 389,535	\$ 390,229
- Traffic Fines	215,000	220,051	211,210
- Carbon Tax Rebate	-	206	-
Total Unconditional	<u>\$ 605,000</u>	<u>\$ 609,792</u>	<u>\$ 601,439</u>
Conditional			
General Operating Fund			
Victim Services	\$ 80,000	\$ 81,698	\$ 57,437
Tsunami Preparedness Grant	135,000	107,036	321,109
Provincial Emergency Grant	4,000	4,013	1,250
Casino Revenue	542,000	525,820	541,655
Two Percent (2%) Hotel Tax	220,000	280,264	241,917
Ministry of Natural Resources- Redesign Prince Rupert	-	-	150,000
NDIT- Economic Development	49,000	59,200	48,780
NDIT- Business Façade	-	10,000	-
NDIT- Cow Bay Marina	-	-	46,685
UBCM- Community Work Fund (Gas Tax)	1,052,000	950,124	476,487
UBCM- Asset management	-	-	73,831
UBCM- Emergency Social Services Grant	-	-	11,805
BC Hydro- Energy Savings incentive	38,000	31,274	12,770
Northern Capital and Planning Grant	7,771,000	8,121,000	-
Water Fund			
P3 Water Project Provincial Government portion	-	-	391,714
Woodworth Dam Design & construction	1,000,000	182,241	-
Sewer Fund			
Federal Canadian Municipality- LWMP	-	-	19,112
UBCM- Community Work Fund (Gas Tax)	750,000	-	-
Solid Waste Fund			
UBCM- Community Work Fund (Gas Tax)	-	-	2,466,000
Total Conditional	<u>\$ 11,641,000</u>	<u>\$ 10,352,670</u>	<u>\$ 4,860,552</u>
Total Government Transfer	<u>\$ 13,846,000</u>	<u>\$ 11,638,765</u>	<u>\$ 6,218,553</u>



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 9

City of Prince Rupert

Schedule of Revenue from Own Sources For The Year Ended December 31

	Unaudited 2019 Budget	2019 Actual	2018 Actual
Licenses and Permits	\$ 350,000	\$ 412,122	\$ 999,653
Fines	33,000	31,300	32,070
911 Service Fee	112,000	105,651	114,438
	<u>\$ 495,000</u>	<u>\$ 549,073</u>	<u>\$ 1,146,161</u>
Miscellaneous revenues			
Actuarial Additions	\$ -	\$ 145,246	\$ 125,504
Cemetery Care Fund	-	5,230	5,734
Miscellaneous - General Fund	81,000	119,573	261,113
Miscellaneous Grants - General Fund	4,277,000	31,095	50,000
Penalties and Interest on Taxes	2,000	278,534	278,552
Property Rentals	86,000	92,780	85,709
Water Meter Rentals	120,000	121,674	118,853
Miscellaneous - Solid Waste Fund	-	100,000	-
Sale of Tangible Capital Assets	-	181,200	15,501
Total Miscellaneous Revenues	<u>\$ 4,566,000</u>	<u>\$ 1,075,332</u>	<u>\$ 940,966</u>



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 10

City of Prince Rupert

Schedule of Expenditure by Objects of Expense For The Year Ended December 31

	Unaudited 2019 Budget	2019 Actual	2018 Actual
Wages	\$ 15,074,000	\$ 14,975,520	\$ 14,619,441
Benefits	3,590,000	3,673,906	3,350,769
Professional Fees	1,145,000	1,013,769	827,196
Supplies	2,058,000	2,237,367	2,137,638
Services	2,491,000	3,790,566	3,789,288
Energy	1,327,000	1,182,726	1,199,649
Fiscal Expenses	1,513,000	1,530,809	865,592
Grants in Aid to Community Partners	1,454,000	1,574,540	1,431,122
Contracts	<u>5,645,000</u>	<u>5,103,904</u>	<u>5,290,929</u>
	\$ 34,297,000	\$ 35,083,107	\$ 33,511,624
Capital Purchases & Capital Works (Per budget)	19,404,000	8,168,818	9,903,706
Wages & Vehicle cost allocated to Capital Works	(55,000)	(368,987)	(484,986)
Less:			
Investments in Tangible Capital Assets	(17,857,250)	(6,748,793)	(9,230,593)
Long Term Debt Repayment	<u>(1,164,730)</u>	<u>(803,330)</u>	<u>(626,937)</u>
Total Expenses (Statement B)	<u>\$ 34,624,020</u>	<u>\$ 35,330,815</u>	<u>\$ 33,072,814</u>



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 11

City of Prince Rupert

Schedule of Equipment / Short Term Financing Debt December 31

Loan No.	Purpose	New/ Renewal	Amount of Issue	2018 Balance	Additions	Principal Payments	2019 Balance
General Fund							
0001-0	2015 Rescue Vehicle	2015	338,904	\$ 105,085	-	\$ (70,167)	\$ 34,918
0002-0	2017 Pumper Truck	2017	890,000	701,442	-	(176,459)	524,983
0003-0	2019 Vactor Truck	2019	450,000	-	450,000	-	450,000
695-6	2018 Cell Block Reno and PW Buildings	2019	1,150,000	-	1,150,000	(172,530)	977,470
				<u>\$ 806,527</u>	<u>\$ 1,600,000</u>	<u>\$ (419,156)</u>	<u>\$ 1,987,371</u>

Schedule 12

City of Prince Rupert

Schedule of Debenture Debt December 31

Bylaw No.	No.	Maturity Date	Amount of Issue	2018 Balance	Principal Payment	2018 Accrued Actuarial	2019 Actuarial	2019 Accrued Actuarial	2019 Balance	
General Fund										
3129	George Hills Way/Specified Area	75	2021	\$ 700,000	\$ 150,716	\$ (21,170)	\$ 2,247	\$ (27,352)	\$ (2,441)	\$ 102,000
3201	Cruise Ship Dock	94	2025	3,133,056	1,360,986	(115,139)	13,316	(61,520)	(14,613)	1,183,030
3333	Airport Upgrade	127	2034	7,000,000	5,972,456	(235,072)	29,319	(39,929)	(37,292)	5,689,482
				<u>\$ 7,484,158</u>	<u>\$ (371,381)</u>	<u>\$ 44,882</u>	<u>\$ (128,801)</u>	<u>\$ (54,346)</u>	<u>\$ 6,974,512</u>	
Sewer Fund										
3201	Moresby Sewer Upgrade	94	2025	\$ 346,970	\$ 151,221	\$ (12,793)	\$ 1,479	\$ (6,836)	\$ (1,624)	\$ 131,447
				<u>\$ 7,635,379</u>	<u>\$ (384,174)</u>	<u>\$ 46,361</u>	<u>\$ (135,637)</u>	<u>\$ (55,970)</u>	<u>\$ 7,105,959</u>	



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 13

City of Prince Rupert

Statement of Northern Capital and Planning Grant For Year Ending Dec 31, 2019

Grant received on April 01, 2019	\$ 8,121,000
Interest earned in 2019	127,444
Fund used for Digby Island Ferry Refit	(350,000)
Grant Balance as at Dec 31, 2019 (Schedule 2)	\$ 7,898,444

This money is used at the discretion of the municipality for capital and long term planning purposes in accordance with S.32 of the Local Government Grants Regulation (BC Reg. 221/95) which cross-references with S.4(1)(a) & (c) of the Local Government Grants Act.



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 14-1

City of Prince Rupert

Budget Variance Report General Operating Departments For The Year Ended December 31

REVENUES	2019 Budget	2019 Actual	Budget Variance	Variance (%)
Airport Ferry	\$ 1,415,000	\$ 1,461,637	\$ 46,637	3.30
Cemetery	102,000	93,021	(8,979)	(8.80)
Corporate Administration	-	29,264	29,264	NA
Cow Bay Marina	291,000	256,429	(34,571)	(0.12)
Development Services	544,000	588,717	44,717	8.22
Economic Development	49,000	69,845	20,845	42.54
Finance	15,000	17,473	2,473	16.49
Fire Protective Services	5,000	1,250	(3,750)	(75.00)
FD 911	112,000	105,651	(6,349)	(5.67)
Fire Emergency Services	135,000	107,036	(27,964)	(20.71)
Fiscal Revenues	16,158,000	18,363,886	2,205,886	13.65
Information Technology	1,000	1,200	200	20.00
PW Common Revenues	20,000	49,185	29,185	145.93
PW Engineering	5,000	4,503	(497)	(9.94)
Parks	-	37,022	37,022	NA
RCMP	107,000	106,084	(916)	(0.86)
Rec. Centre Arena	191,000	184,949	(6,051)	(3.17)
Rec. Centre Civic Centre	267,000	275,270	8,270	3.10
Rec. Centre Community Services	23,000	7,162	(15,838)	(68.86)
Rec. Centre Pool	490,000	465,648	(24,352)	(4.97)
Transit	374,000	302,149	(71,851)	(19.21)
Victim Services	80,000	82,298	2,298	2.87
Watson Island	400,000	-	(400,000)	(100.00)
	20,784,000	22,609,679	1,825,679	8.78
Property Taxes	18,665,000	18,665,944	944	0.01
Injection for Economic Growth- PR Legacy	-	20,000	20,000	NA
Capital Works- Funding from PR Legacy	600,000	459,790	(140,210)	(23.37)
Capital Works- Funding from Grant	1,164,000	1,013,790	(150,210)	(12.90)
Capital Works- Funding from Appr. Surplus	575,000	358,366	(216,634)	(37.68)
Capital Works- Funding from Reserves	425,000	266,956	(158,044)	(37.19)
Capital Works- Funding from Accrual	95,000	33,819	(61,181)	(64.40)
Capital Purchases-Funding from PR Legacy	273,000	14,693	(258,307)	(94.62)
Capital Purchases- Funding from Grant	4,670,000	396,124	(4,273,876)	(91.52)
Capital Purchases- Funding from App Surplus	100,000	-	(100,000)	(100.00)
Capital Purchases- Funding from Reserves	1,874,000	1,644,519	(229,481)	(12.25)
Capital Purchases-Funding from borrowing	1,250,000	450,000	(800,000)	(64.00)
Capital Purchases- Funding from Accruals	763,000	301,864	(461,136)	(60.44)
	\$ 51,238,000	\$ 46,235,544	\$ (5,002,456)	(9.76)



APPENDIX B:

Audited Financial Statements (continued...)

Schedule 14-2

City of Prince Rupert

Budget Variance Report General Operating Departments For The Year Ended December 31

EXPENDITURES	2019 Budget	2019 Actual	Budget Variance	Variance (%)
Airport Ferry	\$ 2,505,000	\$ 2,697,809	\$ (192,809)	(7.70)
Cemetery	288,000	273,182	14,818	5.15
Civic Properties	302,000	281,312	20,688	6.85
Corporate Administration	989,000	975,320	13,680	1.38
Cow Bay Marina	213,000	207,644	5,356	2.51
Development Services	1,228,000	888,619	339,381	27.64
Economic Development	135,000	164,540	(29,540)	(21.88)
FD 911	574,000	542,079	31,921	5.56
FD Fire Protective Services	2,897,000	3,076,548	(179,548)	(6.20)
FD Emergency Measures	168,000	149,749	18,251	10.86
Finance	867,000	872,310	(5,310)	(0.61)
Finance Cost Allocation	(465,000)	(465,000)	-	-
Fiscal Expenditures	3,771,000	3,351,560	419,440	11.12
Governance	353,000	369,130	(16,130)	(4.57)
Grants	1,461,000	1,574,540	(113,540)	(7.77)
Information Technology	547,000	544,837	2,163	0.40
Parks	1,000,000	1,001,587	(1,587)	(0.16)
PW Engineering	401,000	426,818	(25,818)	(6.44)
PW Common Costs	3,837,000	4,003,867	(166,867)	(4.35)
Allocation of Common Cost	(3,837,000)	(3,966,549)	129,549	(3.38)
PW Vehicles	1,292,000	1,263,258	28,742	2.22
PW Net Vehicle Cost & Allocation	(1,292,000)	(1,263,034)	(28,966)	2.24
RCMP	5,658,000	5,599,445	58,555	1.03
Rec. Centre Arena	383,000	396,324	(13,324)	(3.48)
Rec. Centre Civic Centre	1,963,000	1,918,717	44,283	2.26
Rec. Centre Community Services	9,000	15,591	(6,591)	(73.23)
Rec. Centre Pool	1,397,000	1,502,105	(105,105)	(7.52)
Roads	2,040,000	2,039,506	494	0.02
Transit	887,000	808,623	78,377	8.84
Victim Services	147,000	127,169	19,831	13.49
Watson Island	400,000	1,392,556	(992,556)	(248.14)
Transfer to Reserves	8,416,000	9,150,636	(734,636)	(8.73)
Capital Purchases	9,449,000	3,336,999	6,112,001	64.68
Capital Works	3,255,000	2,635,178	619,822	19.04
	\$ 51,238,000	\$ 45,892,975	\$ 5,345,025	10.43
Surplus/(Deficit)	\$ -	\$ 342,569	\$ 342,569	-

APPENDIX B:

Audited Financial Statements (continued...)

Schedule 14-3

City of Prince Rupert

Budget Variance Report of Utilities For The Year Ended December 31

UTILITIES	2019 Budget	2019 Actual	Budget Variance	Variance %
Sewer				
Revenues	\$ 2,582,000	\$ 2,563,724	\$ (18,276)	(0.71)
Capital Works- Grants	750,000	-	(750,000)	(100.00)
Capital Works- Appropriated Surplus	1,115,000	137,323	(977,677)	(87.68)
Capital Works	(2,850,000)	(577,065)	2,272,935	(79.75)
Net Revenue	\$ 1,597,000	\$ 2,123,982	\$ 526,982	33.00
Expenditures	1,597,000	1,116,662	480,338	30.08
Surplus /(Deficit)	\$ -	\$ 1,007,320	\$ 1,007,320	-
Water				
Revenues	\$ 2,865,000	\$ 2,828,981	\$ (36,019)	(1.26)
Capital works- Grants	2,000,000	364,483	(1,635,517)	(81.78)
Capital Works- PR Legacy	15,000	-	(15,000)	(100.00)
Capital Works- Appropriated Surplus	200,000	143,914	(56,086)	(28.04)
Capital Works	(3,150,000)	(1,025,342)	2,124,658	(67.45)
Net Revenue	\$ 1,930,000	\$ 2,312,036	\$ 382,036	19.79
Expenditures	1,930,000	2,401,018	(471,018)	(24.41)
Surplus/(Deficit)	\$ -	\$ (88,982)	\$ (88,982)	-
Solid Waste				
Revenues	\$ 3,059,000	\$ 3,201,787	\$ 142,787	4.67
Capital Works- Appropriated Surplus	800,000	665,862	(134,138)	(16.77)
Capital Works	(1,525,000)	(826,370)	698,630	(45.81)
Net Revenue	\$ 2,334,000	\$ 3,041,279	\$ 707,279	30.30
Expenditures	2,334,000	2,709,047	(375,047)	(16.07)
Surplus /(Deficit)	\$ -	\$ 332,232	\$ 332,232	-



APPENDIX C:

Permissive Tax Exemptions

Registered Owner/ Occupier Identity/ Facility	Tax Exemption based on 2019 Rates
<u>Places of Worship & Senior Housing (Exclude Statutory Exempt Portion)</u>	
Bishop of New Caledonia (Anglican Cathedral)	\$ 644.42
Church of Jesus Christ of Latter Day Saints Church	604.09
Cornerstone Mennonite Brethren Church	341.22
Fellowship Baptist Church	362.08
First Presbyterian Church	396.85
The Salvation Army	1,959.70
Harvest Time United Pentecostal Church	133.06
Indo-Canadian Sikh Association Temple	126.57
Jehovah's Witnesses Kingdom Hall	1,381.57
Jehovah's Witnesses Kingdom Hall Parking Lot	1,134.35
Prince Rupert Church of Christ Church	943.45
Prince Rupert Native Revival Centre	317.11
Prince Rupert Pentecostal Tabernacle	747.81
Prince Rupert Sikh Missionary Society Temple	847.95
United Church of Canada	37.55
United Church of Canada (parking lot)	741.51
United Church of Canada (parking lot)	741.51
St. Paul's Lutheran Church of Prince Rupert	157.63
Kaien Senior Citizen's Housing	69.00
Prince Rupert Senior Citizen's Housing Society	2,339.85
Sub-total Places of Worship & Senior Housing	\$ 14,027.29
<u>Other Properties</u>	
Cultural Dance Centre & Carving House	\$ 13,900.49
Jim Pattison Ind. Ltd (Canfisco Municipal Boat Launch Facility)	5,364.94
Museum of Northern BC	43,979.48
Prince Rupert Performing Arts Centre Society	118,781.80
Prince Rupert Golf Society	23,954.97
Prince Rupert Golf Society	5,712.06
Prince Rupert Golf Society	750.81
Prince Rupert Golf Society	295.21
Prince Rupert Racquet Association	6,381.74
School District No. 52 (Prince Rupert) (Pacific Coast School)	6,731.74
School District No. 52 (Prince Rupert) (Pacific Coast School)	99.95
BC Society for the Prevention of Cruelty to Animals	2,115.29
BC Society for the Prevention of Cruelty to Animals	11,134.34
BC Society for the Prevention of Cruelty to Animals	1,297.07
Prince Rupert Loyal Order of Moose/Moose Lodge	3,589.74
Prince Rupert Salmon Enhancement Society	1,459.78
Prince Rupert Curling Club	11,436.53
Prince Rupert Rod & Gun Club	2,592.25
Cedar Road Aboriginal Justice Program Society	2,345.25
Friendship House Association of Prince Rupert	21,610.58



APPENDIX C:

Permissive Tax Exemptions

Registered Owner/ Occupier Identity/ Facility	Tax Exemption based on 2019 Rates
Kaien Island Daycare Services Family Resource Centre	1,426.71
Prince Rupert Senior Centre Association	1,114.53
Prince Rupert Association for Community Living	1,459.78
Prince Rupert Community Enrichment Society	6,508.59
The Royal Canadian Legion Branch 27 (Only area used by Legion)	1,010.21
Navy league Prince Rupert Branch	740.39
Sub-total other Properties	\$ 295,794.25
Total Permissive Property Tax Exemptions	\$ 309,821.54



APPENDIX D:

Community Enhancement Grant Report

City of Prince Rupert

Schedule of Grants or contributions

For the Year Ending December 31, 2019

Arts Council	\$	11,000
Halloween Fest (In kind)		3,766
Lester Centre of the Arts		125,250
Kwinitsa Station Museum		15,000
Museum of Northern BC		132,143
National Aboriginal Day (In kind)		1,245
Navy League of Canada		4,044
Prince Rupert Library		670,000
Prince Rupert Library Vested Benefit Accrual		9,000
Racquet Association		8,500
SPCA		28,110
Special Events Society		22,000
Special Events Society (In kind)		13,011
Wildlife Rehab Shelter		6,600
Tourism Prince Rupert- Visitors' Info Centre		16,000
Tourism Prince Rupert (Hotel Tax Only)		280,265
Prince Rupert Golf Society		160,000
PR Golf Club Society - Capital		65,000
Prince Rupert Skating Club		1,500
AFFNO Sugar Shack		950
Guns N Hoses Charity Game (In Kind)		400
Crime Stoppers (in Kind)		202
Miscellaneous		554
Total	\$	<u>1,574,540</u>



APPENDIX E:

City Contact Information

City of Prince Rupert

424 3rd Avenue West
Prince Rupert, BC
Canada V8J 1L7

Tel: 250-627-1781

Fax: 250-627-0999

Website: www.princerupert.ca

Office Hours

9:30 am to 4:30 pm
Monday through Friday

Robert Long, City Manager

250 627 0931
robert.long@princerupert.ca

Corinne Bomben, CA, Chief Financial Officer

250 627 0935
corinne.bomben@princerupert.ca

Rosamaria Miller, Corporate Administrator

250 627 1781
rosamaria.miller@princerupert.ca

Richard Pucci, Operations Manager

250 627 0956
richard.pucci@princerupert.ca



City Services

Public Works

Water/Sewer/ Roads/Parks: (250) 624-6795
Garbage Collection/Landfill: (250) 624-5482
Streetlight Repair Reporting: (250) 627-0988

Engineering

General Office Line: (250) 627-0950

Can call for:

- Cemetery Arrangements
- Permits (City Property)
- Blasting Permits

Emergency Lines

After Hours: (250) 624-3000

Weekends: (250) 624-1037 (or 624-3000)



Did you know?

The City's Finance Department has several services offered online!

Payments for taxes and utilities are accepted through online banking, and you can apply for a Home Owner's Grant for property taxes [through our website](#).

Taxes and utilities can be large annual costs if paid at one time. Improve your budgeting by signing up for monthly withdrawals and smooth the cashflow impact. Call Finance to sign up at (250) 627 0914.

