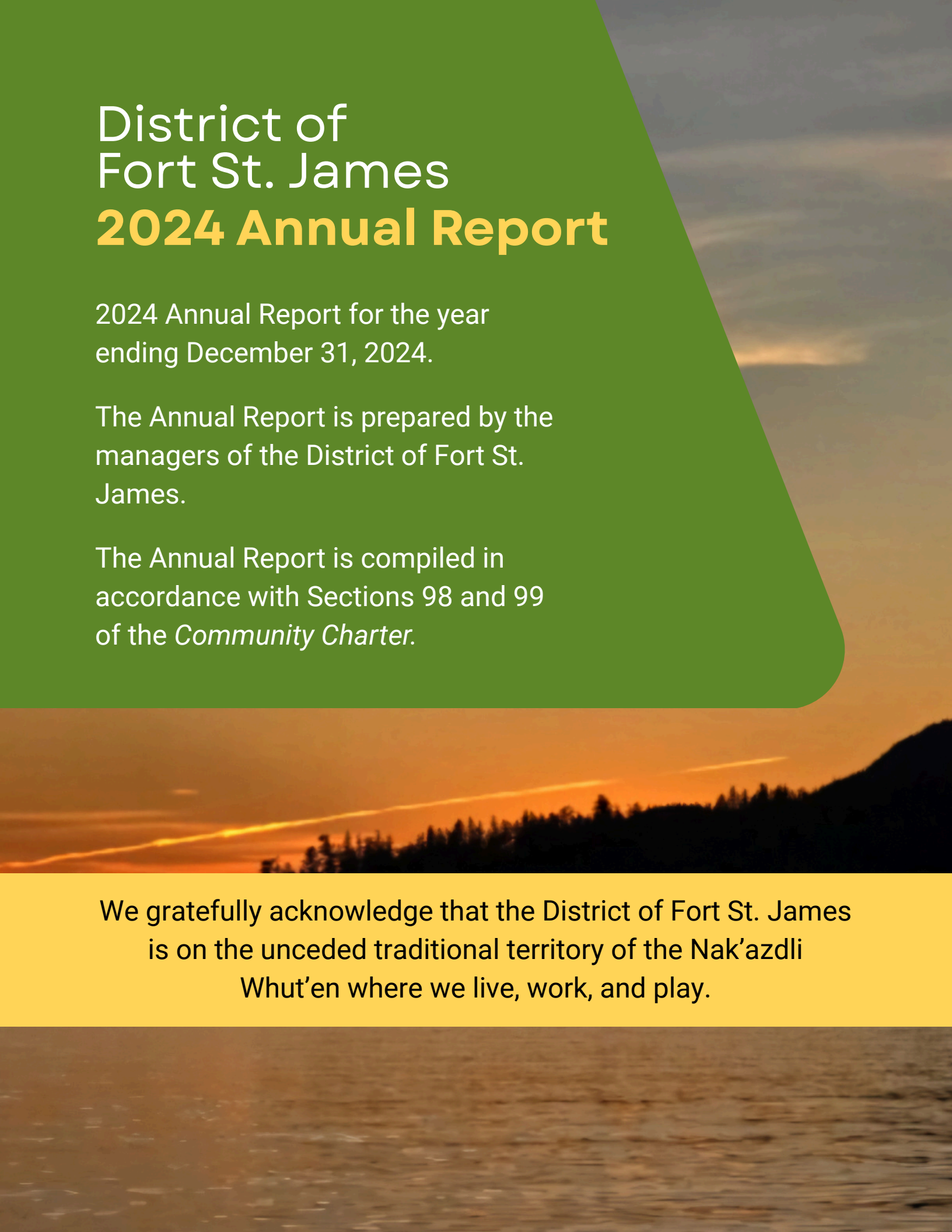


2024 ANNUAL REPORT



FORT ST JAMES
DISTRICT



District of Fort St. James **2024 Annual Report**

2024 Annual Report for the year
ending December 31, 2024.

The Annual Report is prepared by the
managers of the District of Fort St.
James.

The Annual Report is compiled in
accordance with Sections 98 and 99
of the *Community Charter*.

We gratefully acknowledge that the District of Fort St. James
is on the unceded traditional territory of the Nak'azdli
Whut'en where we live, work, and play.

Contents

- 4. Message from the Mayor**
- 5. Message from the Chief Administrative Officer**
- 6. Organizational Chart**
- 7. Strategic Focus Areas**
- 8. Managing Our Assets**
- 12. Capital Projects**
- 13. Indigenous Relations and Reconciliation**
- 16. Adapting to a Changing Climate**
- 19. Organizational Effectiveness**
- 22. Fire Department Statistics**
- 23. Financial Information**
- 25. Consolidated Financial Statements**
- 55. Tax Exemptions**





Message from the Mayor

It is my pleasure on behalf of Mayor and Council to provide to you the 2024 Annual Report for the District of Fort St. James.



Over the past year we have seen continued growth within our community with the completion of the Seniors Housing complex and soon the RCMP precinct and Hospital.

The signing of the Resource Benefits Alliance (RBA) in 2024 has now given an added influx of guaranteed funding to enable the Council and Staff the opportunity to plan additional projects as per the 2023-2026 Strategic Plan. This will include road infrastructure work (sewer, water and paving) over the next few years to complete the entire community. Other projects completed were the Stones Bay water extension as well as Phase 1 and 2 of the Community Wildfire Resiliency Plan behind the Hospital.

We will continue to bring forward residential, commercial and industrial development that will enhance the Fort and our extended community family, but this will not be without challenges.

On behalf of the Council, I would like to thank our residents, business partners and volunteers that make our community a better place to live. With them and our First Nations counterparts we continue to strive to make Fort St. James a community to be proud to call home.

Mayor Martin Elphee



Message from the Chief Administrative Officer



On behalf of District staff, I am pleased to present the 2024 Annual Report. This report provides us the opportunity to highlight the District's progress towards the goals and objectives set by Council through their 2023-2026 Strategic Plan.

2024 saw substantial progress and achievements in completing or advancing many of the Strategic Plan's goals and objectives.

To continue this progress in 2025, staff are creating a Corporate Plan which will serve as the road map for implementing the Strategic Plan. Further it will improve our ability to measure and report our progress to Council and the Community.

I continue to be proud of our staff for their dedication, commitment, and hard work in keeping our community safe whilst improving the services and infrastructure the community relies on. Without this dedication and care for our community, meeting the goals and objectives of the Strategic Plan would not be possible.

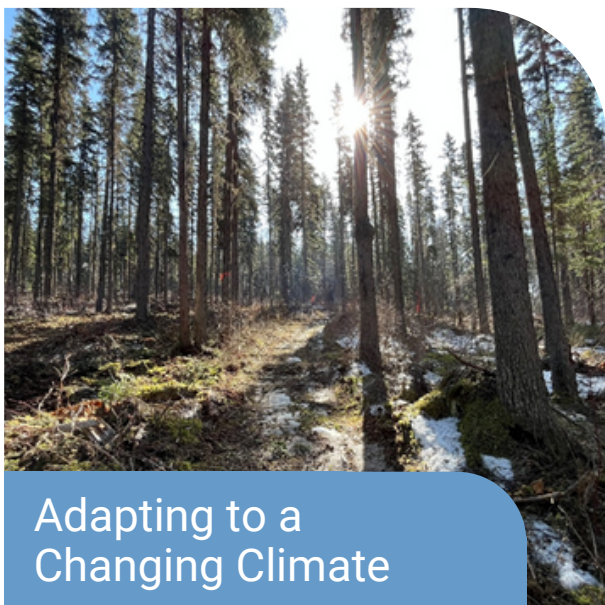
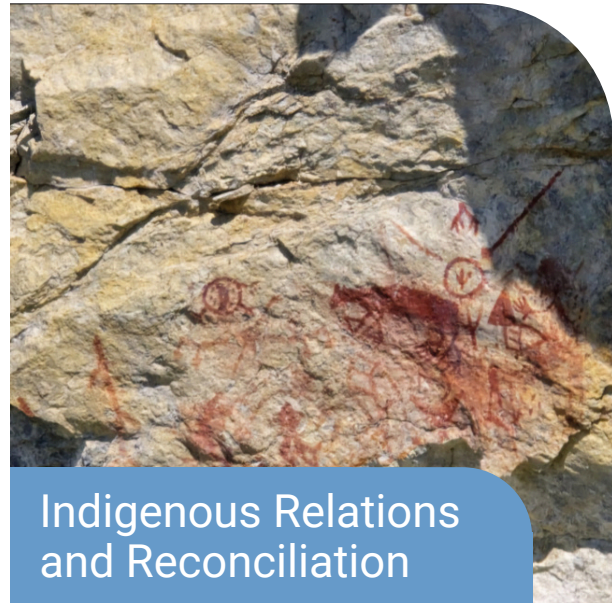
I would like to also thank our Council for their continued support, leadership, and their vision which guides our successes and creates positive change for our community.

I am confident that the community will continue to see positive change in 2025 as we remain committed to progressing the goals and objectives of the Strategic Plan.

2025 Organizational Chart



2023-2026 Strategic Plan's Focus Areas



Managing our Assets

Goal:

To undertake a systematic and proactive approach to developing, maintaining and replacing our assets and infrastructure.

Why:

The District has significant investment in assets and infrastructure that provide essential services to our community. We have a responsibility to plan and manage our assets effectively to ensure continuity of service and to mitigate future costs to our citizens.



Managing our Assets

Completed



In 2024 the paving and waterline infrastructure was completed on Elm, Fir, Grove, and Heathmont. This Paving/Waterline Replacement Project is a continuous project and will span into 2025 and beyond.

Sidewalk Replacement & Maintenance Plan was created and has been incorporated into the 2025-2029 Financial Plan.

Regular Facility inspections were implemented into the 2024 workplan and are set to continue to ensure the District is monitoring and planning for repairs and replacement of facility infrastructure.

Residential Garbage Bin Replacement Plan has been implemented into the 2025-2029 Financial plan which will replace residential garbage bins with bear-resistant bins over multiple years.

The foundation of Asset Management has been laid by creating two new positions in 2024, a Capital Assets and Projects Coordinator and a Planner. These positions will play a pivotal role in the data collection and implementation of asset management planning.

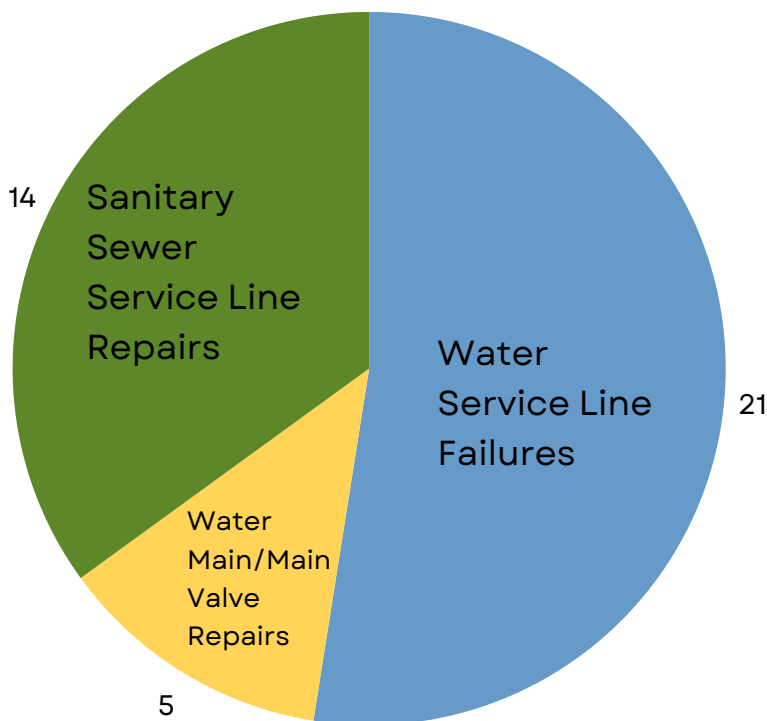
Created an Asset Management Implementation Plan in coordination with our Asset Management Software Supplier.

Two staff members completed their training on the Marmak Asset Management Software, continued training is planned for 2025 as well. Additionally the Chief Financial Officer completed their training on Asset Management Plans linked to Long-Term Financial Planning.

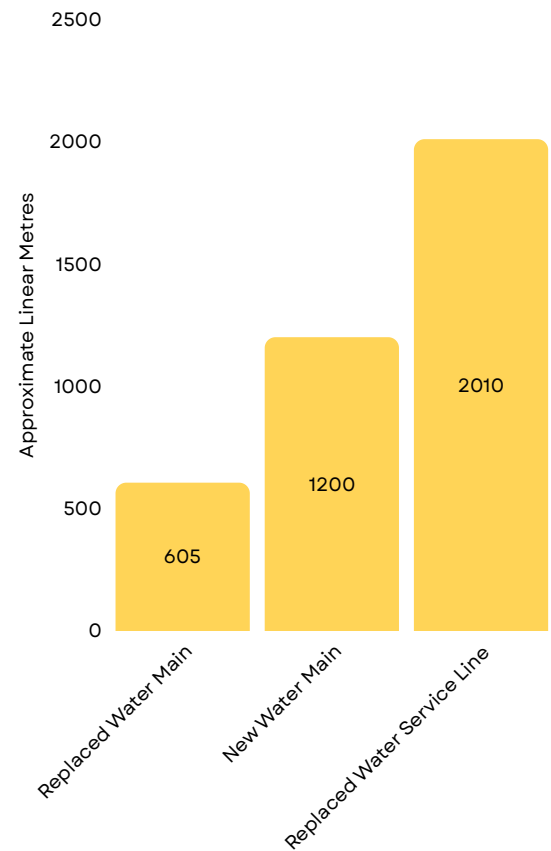
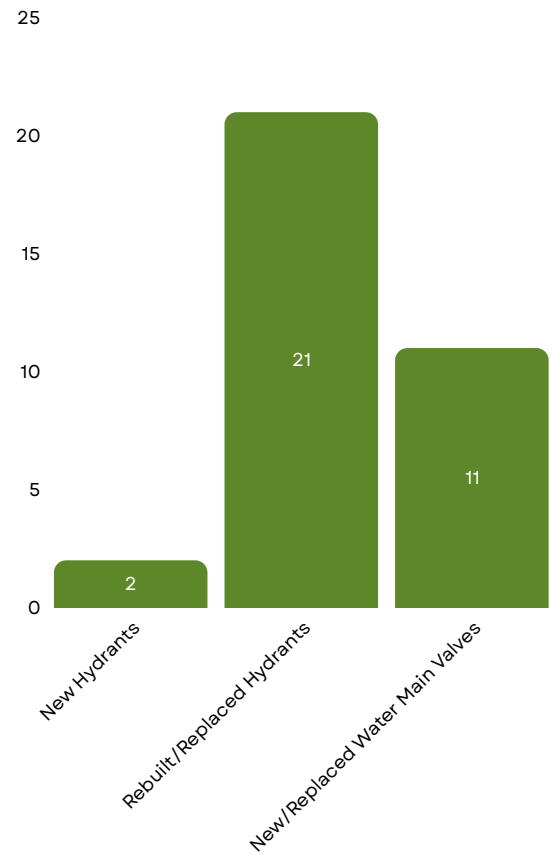
Managing our Assets

Completed

The District's Purchase and Tender Policy was revised to ensure that the District's procurement practices are more efficient and in compliance with the Canadian Free Trade Agreement and the New West Partnership Agreement.



10



Managing our Assets

Ongoing



In 2025, as part of the Residential Garbage Bin Replacement Plan, some residents will begin receiving new bear-resistant bins.

In 2025, as part of the Sidewalk Replacement & Maintenance Plan the Douglas Avenue Sidewalk is scheduled to be revitalized.

To ensure that residents continue to receive timely responses to emergency Fire calls, in 2025 the District will create, and implement into our Financial Plan, a Fire Department Fleet Plan.

In 2025 the following roads will be completed as part of the District's Waterline Replacement Project:

- 7th Ave. West
- 6th Ave. West
- Dogwood St.
- 4th Ave. West
- 2nd Ave .West
- Birch St.
- Douglas Ave. (from Elm to Cedar)

Throughout 2025, staff will be collecting and implementing data on all of the Districts Assets, starting with linear assets and working their way towards facility assets. This includes the foundational road infrastructure, which links to water lines, sewer lines, stormwater lines, and fire hydrants.

Utilizing the Asset information collected, the District aims to begin creating Asset Management Plans by the end of 2025.

With the creation of Asset Management Plans, these can and will be linked to Long-Term Financial Plans. Further, the District will begin implementing new policies to support these plans regarding replacement and repairs.

2024 Capital Projects



- Successfully completed phase 1 of the Perison Airport improvements:
 - Lengthened the runway and safety end,
 - Installed new airport beacon adjacent to apron,
 - Installed new RTIL/ARCAL approach lights,
 - New LED Windsock,
 - New Pilot Radio Control of Airfield Lighting, and
 - Installed an Electrical Control Building.
- Completed a Lagoon Sludge Survey.
- Completed a Water Reservoir Sludge Survey.
- Replacement of refrigeration plant and general building/accessibility improvements in the Curling Building.
- Fire Training Centre Upgrades completed, allows for the Fire Training Centre to become operational once again.
- Commercial Solid Waste Bins were purchased and provided to businesses and residential complexes.
- The Goodwin Park Tennis Court was repaired and a Basketball court was installed.
- Generator was purchased and installed at the Booster Station.

Indigenous Relations and Reconciliation

Goal:

To explore and advance opportunities to work together with Indigenous governments on mutual goals and priorities for the benefit of our respective communities.

Why:

We are stronger as a community when we work together and building strong and respectful relationships through sharing, learning and understanding.



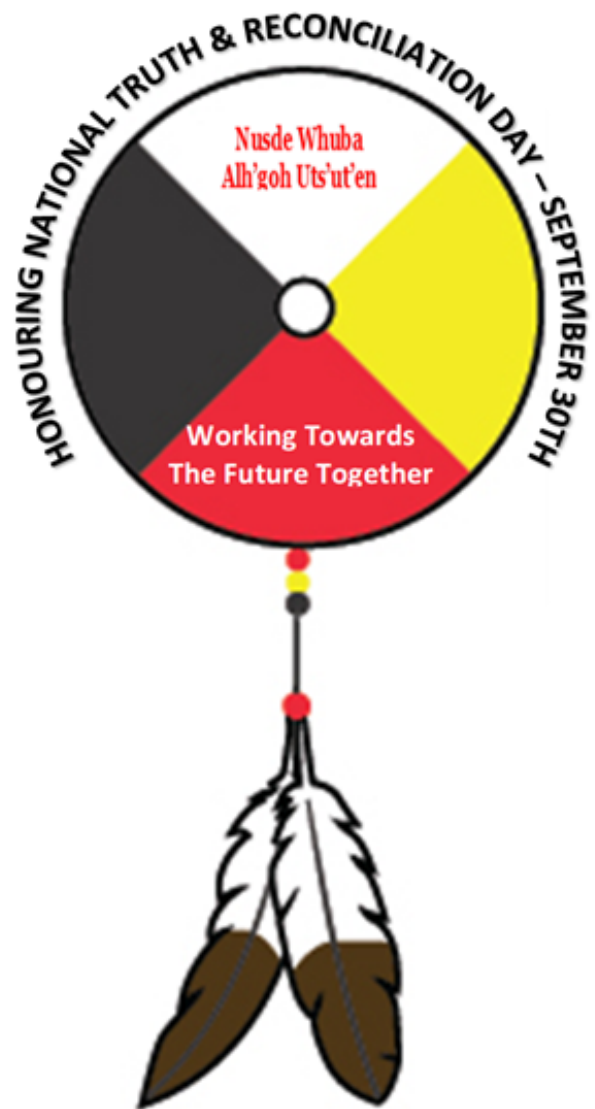
Indigenous Relations and Reconciliation Completed

Throughout 2024, Council of the District of Fort St. James and Chief and Council of Nak'azdli Whut'en continued to meet regularly.

Nak'azdli Whut'en completed a Wastewater Treatment and Disposal System Feasibility Study, and in 2024 the District and Nak'azdli Whut'en came to the understanding that this system was not feasible for either community, further agreeing to allow Stantec to move forward with this project into phase 2 of feasibility studies.

Part of phase 2 of the feasibility studies included completing a Stuart River Bathymetry Study and a Stuart River Fisheries and Habitat study.

In 2024 the District and Nak'azdli Whut'en successfully operated a joint emergency operations centre and plan on continuing this venture.



To ensure that in the event of a wildfire or other emergency, that both communities remain safe and secure, the District and Nak'azdli Whut'en's Emergency Support Services teams have merged into one.

2024 marked the first full year that the District and Nak'azdli Whut'en's joint events committee planned multiple events for our communities.

Indigenous Relations and Reconciliation

Ongoing

Nak'azdli Whut'en and the District aim to complete a review of the current Protocol on Cooperation and Communication Agreement, and recommend revisions where deemed necessary.

Nak'azdli Whut'en and the District look to update and come to new agreements for shared systems, the following agreements will be considered:

- Sewer Service Agreement
- Water Service Agreement
- Fire Service Agreement

With the District and Nak'azdli Whut'en cooperatively working on emergencies, we plan on updating our Emergency Management Plans to reflect our new joint approach to emergency response.

The District and Nak'azdli Whut'en's new Chief and Council agree to continue meeting on a regular basis.

To ensure there is redundancy in our communities water supply, the District and Nak'azdli Whut'en will look to move forward with a shared water well plan potentially integrating the hatchery well into our community water supply system.

Jointly, the District and Nak'azdli Whut'en plan on completing public consultation regarding the direction of the future wastewater treatment solution.

The District and Nak'azdli Whut'en plan to jointly continue meeting with funding agencies in regards to wastewater treatment

Throughout 2025 and beyond the District and Nak'azdli Whut'en will continue working on wastewater solutions.

Adapting to a Changing Climate

Goal:

To understand the impacts of climate change on our community and take appropriate measures to protect our citizens and infrastructure.

Why:

Our community and many of our assets are vulnerable to the impacts of climate change. We must be proactive and plan ahead in order to protect our citizens, prevent service disruptions and avoid future costs.



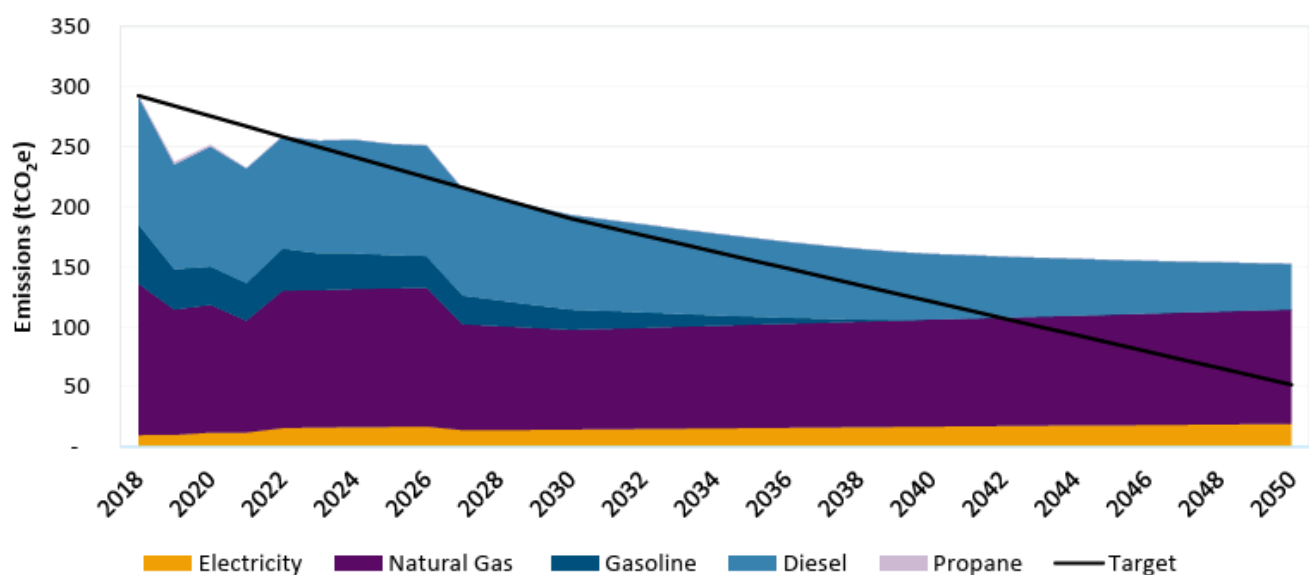
Adapting to a Changing Climate

Completed

In 2024, the District completed the first portion of our Treatment Unit 1, which included hand-treatment and burning above Pineridge Way.

The completion of the Stones Bay water line extension in 2024 allowed for the installation of 2 new hydrants to increase fire protection within the area.

In 2023, the District initiated the process of creating a Corporate Energy and Emissions Plan and in 2024 the plan was finalized by the Community Energy Association and adopted by Council. The plan highlighted recommended actions the District should take, and modeled how those recommendations would impact the District's Emissions.



Adapting to a Changing Climate

Ongoing

In 2023, the Regional District of Bulkley-Nechako completed a Hazard, Risk & Vulnerability Analysis (HRVA) that included Fort St. James and surrounding areas. In 2025, the District will build on this work by developing a new Emergency Management Plan, anchored to an updated HRVA tailored to local risks and priorities.

In 2025 and beyond, the District will continue to utilize grant funding from the Union of British Columbia Municipalities to update and action our Community Wildfire Resiliency Plan.

As part of actioning the District's Community Wildfire Resiliency Plan, Treatment Unit 2 will be harvested, hauled, and burned by the end of 2025.



Organizational Effectiveness

Goal:

To provide quality governance and service delivery for our community.

Why:

We want to be effective in our service to the community, and our citizens to have confidence in their local government.



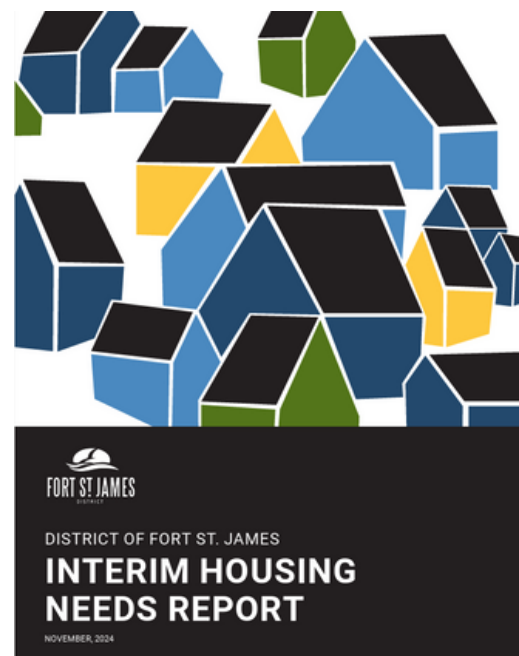
Organizational Effectiveness

Completed

To ensure established Committees and Commissions operate effectively, Council adopted new standards for Committees and Commissions through a Committees and Commissions Procedure Manual. This manual sets out standardized guidelines for the creation and operation of Committees and Commissions.

In 2023, the District had an external Organizational Assessment completed in order to identify internal risks within the District. In 2025, based on the recommendations of this Assessment, the District created two new positions for 2025.

In 2024, new legislation was introduced by the Province of British Columbia, and the District complied by adopting an Interim Housing Needs Report. Further, this new legislation requires that all municipalities in BC update their Official Community Plans and Zoning Bylaws by the end of 2025. In preparation, Council completed an Official Community Plan and Zoning Bylaw workshop to strengthen their understanding of these documents and inform their recommendations for the upcoming updates.



Organizational Effectiveness

Ongoing

To ensure that developers and residents alike understand the District's development process and to simplify and streamline the process the District of Fort St. James, through funding secured from the Union of British Columbia Municipalities, will look to complete the Development Documentation Revitalization Project by the end of 2025.

Forestry and Community Forests have been a hot-topic in the last few years, and to ensure that the District updates its practices to be on par with the other Community Forests, the District will look to transition its Community Forest into an Limited Liability Company.

The District currently has over 80 active policies. In 2025, the District will complete a comprehensive Policy Inventory Review to assess each policy and categorize it as: no action required, requires revising, should be repealed, or should be converted to an internal procedure. Based on this review, staff will begin implementing the findings by bringing forward policies for repeal, amendments, or replacement, and introducing new policies where needed.

In 2025, the District will monitor the status of the completed Organizational Assessment recommendations, and review and re-prioritize actions based on the current status of the District.

To ensure that Council continues to receive training and workshops, opportunities will be identified and scheduled.

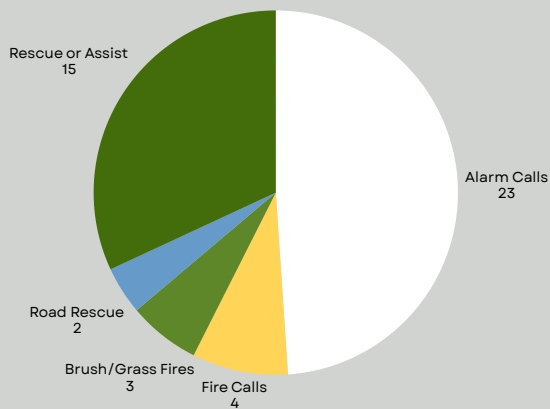
2024 Fire Department Statistics

107 Total Calls

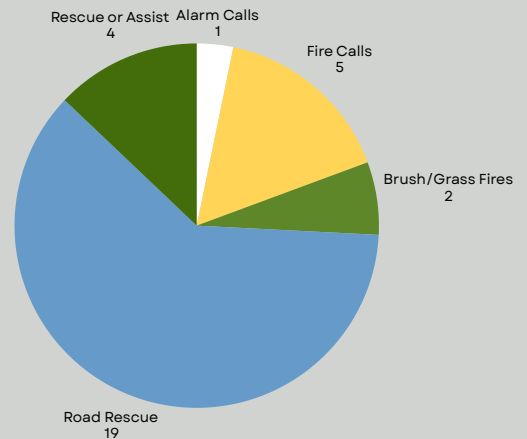
1942 Training Hours

30 Total Members

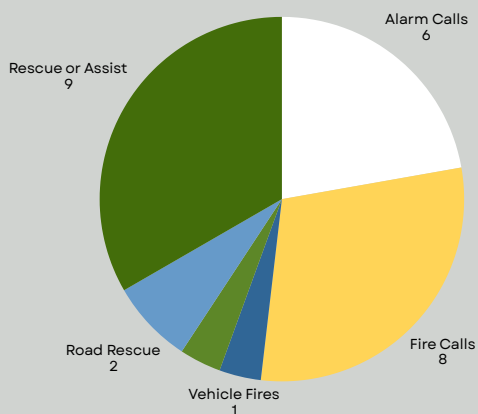
Fort St. James



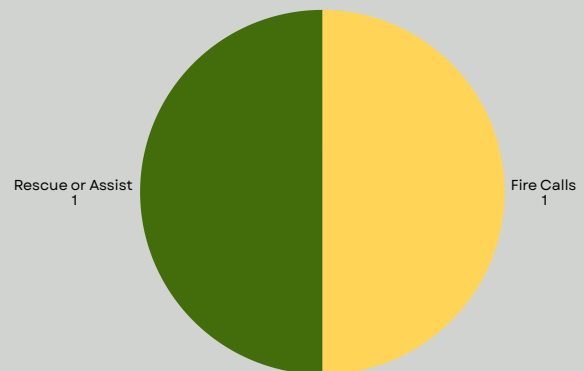
Regional District



Nak'azdli Whut'en



Luck Bay



Financial Information

Report from the Chief Financial Officer

I am pleased to present the Financial Statements and Auditors' Report for the year ending December 31, 2024, for the District of Fort St James. The statements have been prepared in compliance with Section 167 of the Community Charter, and in accordance with generally accepted accounting principles approved by the Public Sector Accounting Board.

In 2024, the District built its reserves and increased operational effectiveness while maintaining low long-term debt. Proactive fleet planning, both in retirement of old equipment and having the most appropriate equipment for our applications is contributing to operational efficiency, for example in snow clearing.

The District received 1.84 M in Northwest Resource Benefit Alliance funds, which will primarily be used to fund needed projects such as water line upgrades.

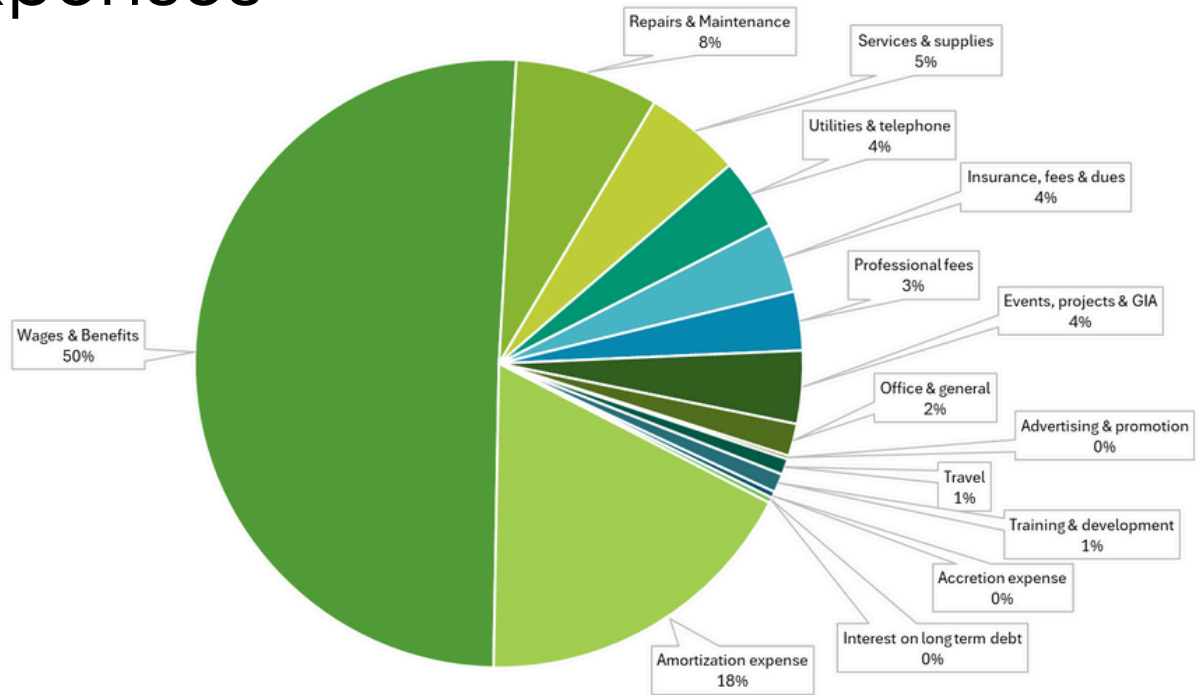
The largest expense increases were wages and benefits, which included two new positions, and a wage increase for unionized staff. Emergency service line repairs continue to be difficult to budget for.

Looking forward, we continue to improve our financial policies and processes, to deliver efficient and high-quality service to residents and businesses. Asset Management efforts currently underway will allow us to perform better long-term financial planning for the community.

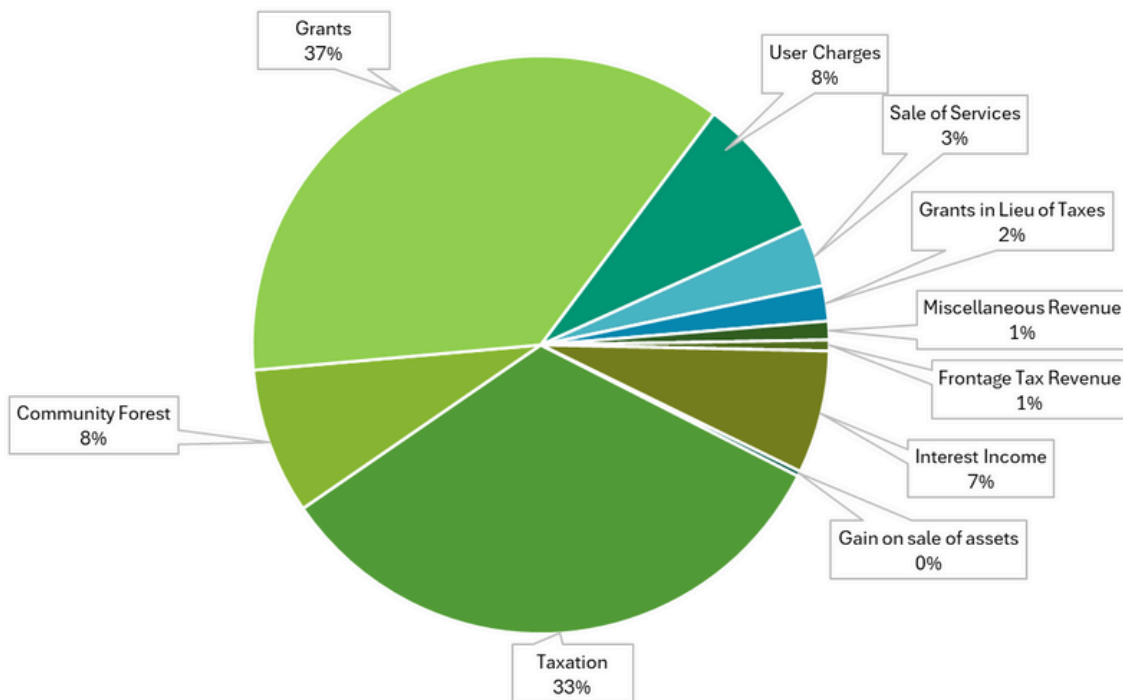
Susan Clarke

Financial Information

Expenses



Revenues



DISTRICT OF FORT ST. JAMES

Financial Statements

December 31, 2024

INDEX TO THE FINANCIAL STATEMENTS

	Page
Management's Report	27
Independent Auditors' Report	28 - 30
Financial Statements:	
- Statement of Financial Position	31
- Statement of Operations	32
- Statement of Change in Net Financial Assets	33
- Statement of Cash Flow	34
- Notes to the Financial Statements	35 - 49
Schedules:	
- Schedule 1 - Grants	50
- Schedule 2 - General Departmental Expenditures	51 - 52
- Schedule 3 - Tangible Capital Assets	53
- Schedule 4 – Expense by Object	54



OFFICE OF ADMINISTRATION

MANAGEMENT REPORT For the year ended December 31, 2024

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements. A summary of the significant accounting policies is described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced. The internal controls are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements.

Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control. Mayor and Council reviews external audited financial statements yearly. Mayor and Council also discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The external auditors, Beswick Hildebrand Lund, conduct an independent examination, in accordance with Canadian auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of the District and meet when required. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the financial statements.

On behalf of the District of Fort St. James,

Rachelle Willick
Chief Administrative Officer

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of District of Fort St. James

Opinion

We have audited the financial statements of District of Fort St. James (the Entity), which comprise the statement of financial position as at December 31, 2024, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standard.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Entity 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.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity'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 management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Partners

Allison Beswick CPA, CA
Norm Hildebrandt CPA, CA
Robin Lund CPA, CGA

Dane Soares CPA
Taylor Turkington CPA

Beswick Hildebrandt Lund CPA
556 North Nechako Road, Suite 10,
Prince George BC, Canada V2K 1A1
T: +1 250 564 2515, F: +1 250 562 8722

Auditor's Responsibilities 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 judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Beswick Hildebrandt Lund

Chartered Professional Accountants

Prince George, British Columbia

May 6, 2025

DISTRICT OF FORT ST. JAMES
STATEMENT OF FINANCIAL POSITION

December 31, 2024

	<u>2024</u>	<u>2023</u>
FINANCIAL ASSETS		
Cash	\$ 15,624,439	\$ 14,913,167
Accounts receivable (Note 8)	2,136,461	1,603,472
MFA Deposit	<u>4,268</u>	<u>4,268</u>
	<u>17,765,168</u>	<u>16,520,907</u>
LIABILITIES		
Accounts payable and accrued liabilities	450,836	1,214,281
Deferred revenue (Note 4)	684,855	803,578
Asset retirement obligations (Note 9)	503,502	480,120
Long term debt (Note 7)	<u>206,170</u>	<u>230,785</u>
	<u>1,845,363</u>	<u>2,728,764</u>
NET FINANCIAL ASSETS	<u>15,919,805</u>	<u>13,792,143</u>
NON-FINANCIAL ASSETS		
Prepaid expenses	65,846	76,451
Tangible capital assets (Schedule 3)	<u>34,882,742</u>	<u>32,850,367</u>
	<u>34,948,588</u>	<u>32,926,818</u>
ACCUMULATED SURPLUS (Note 13)	<u><u>\$ 50,868,393</u></u>	<u><u>\$ 46,718,961</u></u>

CONTINGENT LIABILITIES (Note 5)

Approved by:

Mayor

Chief Financial Officer

DISTRICT OF FORT ST. JAMES
STATEMENT OF OPERATIONS
For the year ended December 31, 2024

	2024		2023
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
	(Note 10)		
REVENUE			
Taxation (Note 3)	\$ 3,658,076	\$ 3,646,608	\$ 3,239,235
Community forest	-	906,301	746,647
Grants (Schedule 1)	4,725,294	4,059,280	5,137,172
User charges	831,462	886,905	788,052
Sale of services	459,718	382,100	396,646
Grants in lieu of taxes	193,281	218,685	193,239
Miscellaneous	397,029	115,985	127,017
Frontage tax	69,000	67,374	68,228
Interest and investment income	27,300	762,385	810,259
Gain (loss) on sale of tangible capital assets	27,700	31,139	(40,911)
	<u>10,388,860</u>	<u>11,076,762</u>	<u>11,465,584</u>
EXPENSES			
General (Schedule 2)	5,245,251	5,930,423	5,661,288
Water system	346,027	461,186	414,204
Sewer system	587,621	535,721	500,247
	<u>6,178,899</u>	<u>6,927,330</u>	<u>6,575,739</u>
TOTAL EXPENDITURES (Schedule 4)	<u>6,178,899</u>	<u>6,927,330</u>	<u>6,575,739</u>
ANNUAL SURPLUS	<u>\$ 4,209,961</u>	<u>4,149,432</u>	<u>4,889,845</u>
ACCUMULATED SURPLUS AT BEGINNING OF THE YEAR		<u>46,718,961</u>	<u>41,829,116</u>
ACCUMULATED SURPLUS AT END OF THE YEAR		<u><u>\$ 50,868,393</u></u>	<u><u>\$ 46,718,961</u></u>

DISTRICT OF FORT ST. JAMES
STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
For the year ended December 31, 2024

	2024		2023
	<u>Budget</u> (Note 10)	<u>Actual</u>	<u>Actual</u>
ANNUAL SURPLUS	\$ 4,209,961	\$ 4,149,432	\$ 4,889,845
Acquisition of tangible capital assets	(7,385,955)	(3,313,145)	(6,992,920)
Amortization of tangible capital assets	-	1,226,452	1,119,650
Proceeds on tangible capital asset sales	-	85,457	6,240
(Gain) Loss on tangible capital asset sales	(27,700)	(31,139)	40,911
Acquisition of prepaid expenses, net	-	10,605	28,823
CHANGE IN NET FINANCIAL ASSETS	(3,203,694)	2,127,662	(907,451)
NET FINANCIAL ASSETS			
AT BEGINNING OF THE YEAR	<u>13,792,143</u>	<u>13,792,143</u>	<u>14,699,594</u>
NET FINANCIAL ASSETS			
AT END OF THE YEAR	<u><u>\$ 10,588,449</u></u>	<u><u>\$ 15,919,805</u></u>	<u><u>\$ 13,792,143</u></u>

DISTRICT OF FORT ST. JAMES

STATEMENT OF CASH FLOWS

For the year ended December 31, 2024

	<u>2024</u>	<u>2023</u>
OPERATING ACTIVITIES		
Cash received from taxation and government agencies	\$ 9,658,652	\$ 11,360,237
Cash paid to employees and suppliers	(6,444,239)	(4,938,559)
Interest paid	(20,084)	(18,523)
Interest received	762,385	810,259
	<u>3,956,714</u>	<u>7,213,414</u>
FINANCING ACTIVITIES		
Repayment of long term debt	(17,754)	(23,242)
MFA Deposits	-	-
	<u>(17,754)</u>	<u>(23,242)</u>
CAPITAL ACTIVITIES		
Proceeds on sale of tangible capital assets	85,457	6,240
Acquisition of tangible capital assets	(3,313,145)	(6,512,800)
	<u>(3,227,688)</u>	<u>(6,506,560)</u>
INCREASE IN CASH DURING THE YEAR	711,272	683,612
CASH AT BEGINNING OF THE YEAR	<u>14,913,167</u>	<u>14,229,555</u>
CASH AT END OF THE YEAR	<u><u>\$ 15,624,439</u></u>	<u><u>\$ 14,913,167</u></u>

DISTRICT OF FORT ST. JAMES
NOTES TO THE FINANCIAL STATEMENTS
For the year ended December 31, 2024

1. SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The District of Fort St. James (the District) is a local government in the Province of British Columbia. The District prepares its financial statements in accordance with Canadian Public Sector Accounting Standards for local governments as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants.

Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based on receipt of goods or services and/or the creation of a legal obligation to pay.

No Statement of Remeasurement Gains and Losses has been included because the District does not own assets that would result in unrealized gains or losses. The function of this statement is to reconcile the accumulated surplus between operating and remeasurement gains and losses.

Revenue Recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis.

Revenue generated by property taxes and utilities, including interest and penalties calculated on amounts in arrears, is recognized in the year they are levied.

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligible criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfer revenue is recognized in the statement of operations as the stipulated liabilities are settled.

Contributions from other sources are deferred when restrictions are placed on their use by the contributor and are recognized as revenue when used for the specific purpose.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

The District earns revenue from a third party for the licensing of the rights to harvest timber under the District's Community Forest license. The District receives a percentage, determined on a project basis, of the third party's net profit from the harvested timber sales. Community Forest revenue is recognized when the revenue amounts are measurable and ultimate collection is reasonably assured.

Cash and Temporary Investments

Cash and temporary investments includes cash on hand and amounts held in regular bank accounts. Cash and temporary investments are recorded at cost and adjusted for interest earned.

DISTRICT OF FORT ST. JAMES
NOTES TO THE FINANCIAL STATEMENTS
For the year ended December 31, 2024

1. SIGNIFICANT ACCOUNTING POLICIES, continued

Reserves

Reserves consist of funds set aside from current and prior years' operations as well as third party contributions and are available for future expenditures.

Deferred Revenue

Certain contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement. These amounts may only be used to conduct certain programs, complete specific work, or to purchase tangible capital assets, as specified by the transferring party. In addition, certain user fees and charges are collected, for which the related services have yet to be performed. These revenues are recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired.

Measurement Uncertainty

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the year. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in earnings in the period in which they become known. The main estimates relate to the useful life of tangible capital assets.

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.

Tangible Capital Assets and Amortization

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset, excluding interest costs.

The costs of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

	<u>YEARS</u>
Parks Infrastructure	15 - 20
Building and Improvements	10 - 40
Engineered Structures	10 - 100
Furniture and Equipment	7 - 15
Vehicles	5 - 20
Infrastructure	10 - 100

Assets under construction are not amortized until the asset is available for productive use.

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

1. SIGNIFICANT ACCOUNTING POLICIES, continued

Tangible capital assets received as contributions or donations are recorded at their fair value at the date of receipt, with a corresponding amount recorded as revenue.

Contributed tangible capital assets are recorded into revenues at their fair market value on the date of donation, except in circumstances where there are stipulations on their use or where fair value cannot be reasonably determined, in which case they are recognized at a nominal value.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the District's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Financial Instruments and Fair Values

Measurement of financial instruments

The District initially measures its financial assets and financial liabilities at fair value. The District subsequently measures all its financial assets and financial liabilities at cost.

Financial assets measured at cost include cash, accounts receivable and Municipal Finance Authority cash deposits.

Financial liabilities measured at cost include accounts payable and accrued liabilities, unearned revenues, unearned grants, Municipal Finance Authority cash reserves, asset retirement obligations and long-term debt.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Transaction costs

The District recognizes its transaction costs in net income in the period incurred. However, the carrying amount of the financial instruments that will not be subsequently measured at fair value is reflected in the transaction costs that are directly attributable to their origination, issuance or assumption.

Asset Retirement Obligations

An asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset that the District will be required to settle. The District recognizes asset retirement obligations when there is a legal obligation to incur retirement costs in relation to a tangible capital asset, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made.

Asset retirement obligations are initially measured at the best estimate of the amount required to retire a tangible capital asset at the financial statement date. The estimate of a liability includes costs directly attributable to asset retirement activities.

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

1. SIGNIFICANT ACCOUNTING POLICIES, continued

Asset retirement obligations are recorded as liabilities with a corresponding increase to the carrying amount of the related tangible capital asset. Subsequently, the asset retirement costs are allocated to expenses over the useful life of the tangible capital asset. The obligation is adjusted to reflect period-to-period changes in the liability resulting from the passage of time and for revisions to either the timing or the amount of the original estimate of the undiscounted cash flows or the discount rate.

2. CHANGE IN ACCOUNTING POLICY

Effective, January 1, 2023 the District adopted PS 3280, Asset Retirement Obligations. The new standard establishes guidelines for acknowledging, assessing, presenting, and disclosing legal responsibilities connected with the retirement of tangible capital assets. The District has chosen the prospective approach where liabilities are recognized on a forward-looking basis for the current and subsequent periods only. The valuation and accounting of the asset retirement obligation is completed at the time of adoption without consideration for previous years.

3. TAXATION

	2024		2023
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
	(Note 10)		
General municipal purposes	\$ 3,658,076	\$ 3,646,608	\$ 3,239,235
Collection for other governments:			
School District No. 91	903,995	962,192	903,995
Regional District	408,079	427,988	408,079
Northern Interior Regional Hospital District	447,212	471,100	447,213
Police taxes	102,758	113,515	102,758
BC Assessment Authority	28,178	29,963	28,177
Municipal Finance Authority	73	80	74
	5,548,371	5,651,446	5,129,531
Less: Disbursements to other governments	1,890,295	2,004,838	1,890,296
Net taxation available for municipal purposes	<u>\$ 3,658,076</u>	<u>\$ 3,646,608</u>	<u>\$ 3,239,235</u>

DISTRICT OF FORT ST. JAMES
NOTES TO THE FINANCIAL STATEMENTS
For the year ended December 31, 2024

4. DEFERRED REVENUE

	<u>2024</u>	<u>2023</u>
Gas Tax	\$ 230,836	\$ 603,680
Community resiliency	125,000	50,369
Local Housing Grant	112,133	-
Marina revitalization	63,457	51,146
Municipal Tax Prepayment	42,562	33,845
Fire Department	40,000	-
Resident Attraction Pilot Grant	33,057	39,661
SPARC Accessibility	20,000	-
Arena advertisement	5,029	8,723
Utilities Prepayment	4,979	4,154
Transportation Network Plan	3,769	-
Aboriginal tourism	2,233	10,000
Other	1,800	2,000
	<u>\$ 684,855</u>	<u>\$ 803,578</u>

Gas Tax funding is provided by the Government of Canada. The use of the funding is established by funding agreements between the District and the Union of British Columbia Municipalities. Gas Tax funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity buildings projects, as specified in the funding agreements.

5. CONTINGENT LIABILITIES

Regional District of Bulkley-Nechako

The District is responsible as a member of the Regional District for its proportional share of operating deficits related to functions in which it participates. Under the provisions of the Local Government Act, the Regional District's debt is a joint and severable liability of the Regional District and each of its member municipalities including the District.

Municipal Finance Authority

The District has a contingent liability with respect to the Municipal Finance Authority of BC (MFA) Debt Reserve Fund Demand Note. As a condition of the borrowing undertaken by the District, the District was required to contribute to the MFA Debt Reserve through a demand note. The demand note will only be recorded as an asset and liability if a local government, under joint and several agreements of the Regional District, defaults on the loan obligation. Upon this action of the default, the MFA may call the outstanding demand notes of the deficient Regional District, at which point the demand notes then become an asset and a liability of the associate members. Once the defaulting local government repays in full the defaulted position, the MFA will refund all called demand notes. It is generally unlikely that the funds will be demanded by the MFA; therefore, the contingent liability has not been recorded in the financial statements.

Municipal Insurance Association

The Municipal Insurance Association is a self-liability insurance plan formed by several local governments including the District. The District is obligated under the plan, to pay a percentage of its fellow insured's losses. The District pays an annual premium, which is anticipated to be adequate to cover any losses incurred.

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

6. MUNICIPAL PENSION PLAN

The District 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, 2023, the plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

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

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The District paid \$198,943 for employer contributions to the plan in fiscal 2024 (2023 - \$170,178).

The next valuation will be as at December 31, 2024, with results available in 2025.

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.

DISTRICT OF FORT ST. JAMES
NOTES TO THE FINANCIAL STATEMENTS
For the year ended December 31, 2024

7. LONG-TERM DEBT

The District receives debt instruments through the Municipal Finance Authority (MFA). The debt is issued on a sinking fund basis, whereby MFA invests the District's principal payments so that the payments plus investment income will equal the original outstanding debt amount at the end of the repayment period. Actuarial earnings on debt represent the repayment and/or forgiveness of debt by the MFA using surplus investment income generated by the principal payments.

The District carries no debt for others. Gross amount of debt and the repayment and actuarial earnings to retire the debt are as follows:

Service borrowing was incurred for:	Originally Borrowed	Year of Maturity	Current Rate of Interest	Repayment & Actuarial Earnings	2024 Principal Repayment & Actuarial Earnings	Net Debt Outstanding	
	Amount					2024	2023
Bylaw 921	304,879	2033	3.15%	(122,924)	(15,510)	166,445	181,955
Bylaw 922	121,952	2028	3.15%	(73,122)	(9,105)	39,725	48,830
	<u>\$ 426,831</u>			<u>\$ (196,046)</u>	<u>\$ (24,615)</u>	<u>\$ 206,170</u>	<u>\$ 230,785</u>

Total principal payments and actuarial earnings during 2024 totalled \$24,615 (2023 - \$23,242). Total interest paid on long-term debts net of the actuarial adjustment during 2024 was \$19,292 (2023 - \$19,856).

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

7. LONG-TERM DEBT, continued

Principal repayments on existing debt over the next five years are as follows:

2025	17,754
2026	17,754
2027	17,754
2028	17,754
2029	11,207
Thereafter	44,831
	127,054
Actuarial addition	79,116
	\$ 206,170

8. ACCOUNTS RECEIVABLE

	2024	2023
Provincial government transfers	\$ 634,473	\$ 864,782
Miscellaneous receivables	908,437	406,008
Taxes receivable	206,370	134,210
GST receivable	7,973	127,864
Utilities receivable	73,815	70,608
Community forest receivable	305,393	-
	\$ 2,136,461	\$ 1,603,472

9. ASSET RETIREMENT OBLIGATION

	2024	2023
Initial recognition of expected discounted cash flows	\$ 480,120	\$ 457,825
Increase due to accretion	23,382	22,295
	\$ 503,502	\$ 480,120

Well Decommissioning

The Groundwater Protection Regulation provides specific guidelines for decommissioning wells which give rise to a retirement obligation. The District has recognized an asset retirement obligation for two wells owned by the District that will be required to be decommissioned at the end of life.

Asbestos Obligation

Asbestos and other designated hazardous materials represent a health hazard upon disturbance and, as a result, carry a legal obligation to remove them when a facility undergoes a significant renovation or demolition. The District owns and operates several facilities that are known to have

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

9. ASSET RETIREMENT OBLIGATION, continued

asbestos and, as a result, has recognized an asset retirement obligation relating to the removal of the hazardous materials.

Fluorescent Streetlights

Environmental protection act PCB regulations states that all PCB equipment must be properly disposed of by December 21, 2025.

Discounting and Inflation

The District has used an assumed rate of 3.91% for inflation based on the average inflation rates for the last 50 years and a discount factor of 4.87% based on the Municipal Finance Authority of British Columbia's ("MFABC") long-term financing rates.

10. BUDGET

The Financial Plan adopted by the Mayor and Council was prepared on a modified accrual basis while the Financial Statements are prepared on a full accrual basis as required by Canadian Public Sector Accounting Standards. The Financial Plan anticipated the use of surpluses accumulated in prior years to supplement current year revenues. In addition, the Financial Plan expensed tangible capital asset expenditures, debt re-payments and reserve transfers. The budget figures included in these Financial Statements represent the Financial Plan, Bylaw No. 1074, 2024, adopted by the Mayor and Council on April 23, 2024 with adjustments as follows:

	<u>2024</u>
Budgeted surplus per statement of operations	\$ 4,209,961
Adjustments:	
Transfers from reserves	4,780,781
Internal transfers	(354,089)
Capital asset purchases	(7,385,955)
Transfers to reserves	(1,191,943)
Debt re-payments	(17,755)
Transfers to capital	<u>(41,000)</u>
	<u>(4,209,961)</u>
Budgeted surplus per financial plan	<u>\$ -</u>

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

11. FINANCIAL INSTRUMENTS

The District is exposed to various risks through its financial instruments without being exposed to concentrations of risks. The following analysis provides a measure of the District's risk exposure as at the balance sheet date of December 31, 2024.

Liquidity Risk

Liquidity risk is the risk that a District will encounter difficulty in meeting obligations associated with financial liabilities. The District is exposed to this risk mainly in respect of its accounts payable and accrued liabilities and long-term debt. Management deems this risk to be minimal.

Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The District's main credit risk relates to its accounts receivable. The District provides credit to its clients in the normal course of operations and carries out specific procedures to minimize the risk.

Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The District has minimal exposure to currency risk, interest rate risk and other price risk.

12. COMPARATIVE FIGURES

Certain prior year figures presented for comparative purposes have been reclassified to conform to the current year's financial statement presentation.

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

13. ACCUMULATED SURPLUS

	<u>2024</u>	<u>2023</u>
Operating Surpluses		
General Fund	\$ 1,067,252	\$ 1,163,951
Water Fund	849,782	841,320
Sewer Fund	829,710	734,466
	<u>2,746,744</u>	<u>2,739,737</u>
Reserve Funds		
Fire department (machinery, equipment and capital)	955,628	760,998
Ambulance station	176,905	150,992
Park equipment	54,092	51,123
Public works (machinery and equipment)	(168,878)	34,989
Land development	23,429	22,323
Indoor pool	17,375	16,555
Arena (equipment and capital)	13,479	28,357
Community forest	6,211,893	5,724,327
General municipal building	147,835	171,563
Roads	435,287	284,736
Sanitation	36,425	18,638
SHS van replacement	148	48,011
Fire dept. emergency response	-	-
Sidewalks	39,725	40,847
Airport	61,111	47,944
NWBC Resource Benefit Alliance	1,928,132	-
Stabilization	592,610	622,144
Northern Capital and Planning	2,635,773	2,943,048
Water	102,073	278,613
Sewer	202,079	148,900
Carbon reducing	288,595	126,505
Covid Safe Restart	240,317	424,324
Growing Our Communities	1,338,759	1,288,370
	<u>15,332,792</u>	<u>13,233,307</u>
Investment in Tangible Capital Assets	<u>32,788,857</u>	<u>30,745,917</u>
Accumulated Surplus	<u>\$ 50,868,393</u>	<u>\$ 46,718,961</u>

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

14. TRUST FUNDS

	<u>2024</u>	<u>2023</u>
Cemetery care	\$ 51,424	\$ 47,496
CISM team	3,033	2,890
Disaster relief	<u>4,173</u>	<u>3,976</u>
	<u>\$ 58,630</u>	<u>\$ 54,362</u>

Trust funds administered by the District have not been included in the Financial Statements in accordance with Public Sector Accounting Standards.

15. CONTRACTUAL OBLIGATIONS AND CONTRACTUAL RIGHTS

The District has a 25 year Community Forest license with the Province of BC that was entered into on February 3, 2010. The agreement grants the District the rights to harvest an annual allowable volume of timber on designated crown land and requires the District to manage, develop and reforest the areas harvested by the District.

The District has subcontracted with a third party to manage, develop, harvest, and carry out the reforestation responsibilities under the Community Forest license. The subcontract is negotiated on a periodic basis with the most recent contract commencing September 1, 2021 and ending on August 31, 2026. With the option to renegotiate and/or extend the term. Under the subcontract agreement, the District receives a percentage of the third party's net profit of the harvested timber sold. The percentage received by the District is determined on a project basis. The volumes harvested annually depend on decisions made by the third party and the District and are not subject to any minimum amounts.

16. NOTHERN CAPITAL PLANNING GRANT RESERVE

Northern Capital and Planning funding is provided by the Province of British Columbia. The Northern Capital and Planning funding may be used towards infrastructure and eligible projects include engineering, infrastructure planning, pipes, wells, treatment facilities, building, roads, machinery, equipment, vehicles, and other associated capital that are owned and controlled by the District of Fort St. James. This can also include the cost of land associated with developing the above capital investment.

	<u>2024</u>	<u>2023</u>
Opening balance	<u>\$ 2,943,048</u>	<u>\$ 3,870,153</u>
Add: Amounts received in the year	-	-
Interest earned	<u>124,445</u>	<u>173,188</u>
	<u>124,445</u>	<u>173,188</u>
Less: Amounts spent in the year	<u>(431,720)</u>	<u>(1,100,293)</u>
Closing balance	<u>\$ 2,635,773</u>	<u>\$ 2,943,048</u>

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

17. COVID RESTART GRANT RESERVE

COVID Restart funding is provided by the Government of Canada. The use of the funding is established by funding agreement between the District and the Union of British Columbia Municipalities. COVID Restart funding may be used towards qualifying expenditures as specified in the funding agreement.

	<u>2024</u>	<u>2023</u>
Opening balance	<u>\$ 424,324</u>	<u>\$ 411,130</u>
Add: Amounts received in the year	-	-
Interest earned	<u>11,346</u>	<u>24,970</u>
	<u>11,346</u>	<u>24,970</u>
Less: Amounts spent in the year	<u>(195,353)</u>	<u>(11,776)</u>
Closing balance	<u><u>\$ 240,317</u></u>	<u><u>\$ 424,324</u></u>

18. GROWING COMMUNITIES RESERVE

The Province of British Columbia distributed conditional Growing Communities Fund grants to communities at the end of March 2023 to help local governments build community infrastructure and amenities to meet the demands of population growth. The Growing Communities Fund provided a one-time total of \$1 billion in grants to all 161 municipalities and 27 regional districts in British Columbia. The District received \$1,476,000 in funding in March 2023.

	<u>2024</u>	<u>2023</u>
Opening balance	<u>\$ 1,288,370</u>	<u>\$ -</u>
Add: Amounts received in the year	9,825	1,476,000
Interest earned	<u>63,208</u>	<u>75,816</u>
	<u>73,033</u>	<u>1,551,816</u>
Less: Amounts spent in the year	<u>(22,644)</u>	<u>(263,446)</u>
Closing balance	<u><u>\$ 1,338,759</u></u>	<u><u>\$ 1,288,370</u></u>

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

19. SEGMENT REPORTING

The District provides a wide range of municipal services. These services have been grouped into related service areas for segment reporting purposes. The various segments are as follows:

General

This segment consists of multiple smaller departments that administer services in the District. The General segment is made up of the following departments:

General Government Services

This segment administers services that relate to the legislative function as well as the administrative and financial management of the District.

Environmental Health

This segment administers services including solid and liquid waste management, recycling, invasive plant control and developing the District's Corporate Energy and Emissions Plan.

Recreation and Cultural

This segment administers services that relate to recreational and cultural, activities and organizations within the District.

Protective Services

This segment administers services related to rural fire protection and rescue services, 9-1-1 services, emergency preparedness and support services, and health and safety planning.

Public Works

This segment is comprised of services for street lighting and transportation within the District.

Public Health

This segment provides for the Cemetery and maintenance of the grounds.

Sewer

This segment provides services for the collection and treatment of wastewater.

Water

This segment includes services that provide potable water to the District.

DISTRICT OF FORT ST. JAMES

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

19. SEGMENT REPORTING, continued

	<u>General</u>	<u>Water</u>	<u>Sewer</u>	<u>2024</u>	<u>2023</u>
Revenue					
Taxation	3,646,608	-	-	\$ 3,646,608	\$ 3,239,235
Community forest	906,301	-	-	906,301	746,647
Grants	3,965,057	94,223	-	4,059,280	5,137,172
User charges	-	410,448	476,457	886,905	788,052
Sale of services	382,100	-	-	382,100	396,646
Grants in lieu of taxes	218,685	-	-	218,685	193,239
Miscellaneous	115,985	-	-	115,985	127,017
Frontage tax	-	34,040	33,334	67,374	68,228
Interest income	762,385	-	-	762,385	810,259
Gain on sale of capital assets	31,139	-	-	31,139	(40,911)
	<u>10,028,260</u>	<u>538,711</u>	<u>509,791</u>	<u>11,076,762</u>	<u>11,465,584</u>
Expenses					
Wages and benefits	3,179,689	239,657	88,164	3,507,510	3,128,169
Repairs and maintenance	256,943	52,936	219,440	529,319	676,211
Services and supplies	346,740	5,435	3,730	355,905	452,296
Utilities and telephone	183,474	19,222	59,263	261,959	229,319
Insurance, fees and dues	205,491	11,558	40,112	257,161	231,166
Professional fees	217,024	-	-	217,024	181,528
Events, projects and grants	244,683	11,008	12,867	268,558	263,226
Office and general	96,277	10,863	11,953	119,093	104,027
Advertising and promotion	13,403	-	-	13,403	32,532
Travel	58,266	-	-	58,266	57,070
Training and development	62,446	3,643	3,125	69,214	58,394
Accretion	21,935	1,088	359	23,382	22,295
Interest on long-term debt	20,084	-	-	20,084	19,856
Amortization	1,023,970	105,774	96,708	1,226,452	1,119,650
	<u>5,930,425</u>	<u>461,184</u>	<u>535,721</u>	<u>6,927,330</u>	<u>6,575,739</u>
Net Revenue	<u><u>\$ 4,097,835</u></u>	<u><u>\$ 77,527</u></u>	<u><u>\$ (25,930)</u></u>	<u><u>\$ 4,149,432</u></u>	<u><u>\$ 4,889,845</u></u>

DISTRICT OF FORT ST. JAMES

Schedule 1

SCHEDULE OF GRANTS

For the year ended December 31, 2024

	2024		2023
	Budget (Note 10)	Actual	Actual
OPERATING - PROVINCIAL GOVERNMENT			
GENERAL CURRENT FUND			
Strategic communities investment	\$ 422,000	\$ 471,000	\$ 422,000
Hello BC Tourism Grant	18,750	18,750	15,000
UBCM Funding	118,478	94,266	49,632
Growing Communities Fund	-	-	1,476,000
Resident Attraction and Retention Grant	-	6,603	18,470
Carbon tax grant	54,082	158,464	54,082
NWBC Funding	-	1,837,097	-
Northern Development Initiative Trust	70,000	54,961	72,912
Local Government Housing Initiatives	157,353	45,220	-
Miscellaneous	-	2,556	3,336
	840,663	2,688,917	2,111,432
OPERATING - FEDERAL GOVERNMENT			
GENERAL CURRENT FUND			
Façade improvements	-	-	-
Seniors helping seniors	11,200	12,175	11,299
Miscellaneous	-	-	8,704
Canada Day	3,000	5,000	2,200
	14,200	17,175	22,203
OPERATING - OTHER			
GENERAL CURRENT FUND			
Regional District - Fire protection	207,731	191,472	207,731
- Arena benefit area	37,500	37,500	37,500
- Other	90,864	79,728	90,864
Other	58,000	19,967	-
	394,095	328,667	336,095
WATER CURRENT FUND			
Water Master Plan Grant	-	-	10,000
SEWER CURRENT FUND			
Sewer Grant	-	94,223	-
TOTAL OPERATING GRANTS	1,248,958	3,128,982	2,479,730
CAPITAL FUND			
Provincial			
Northern Communities Grant	2,837,690	130,167	81,141
Gas tax	-	-	-
Rural Dividend	-	-	31,484
UBCM	550,000	530,288	81,306
Resident attraction and retention grant	-	-	52,966
Airport Grant	-	1,059	1,998,941
Water capital grant	-	-	-
NDIT	20,000	116,410	30,000
	3,407,690	777,924	2,275,838
Federal			
COVID-19 Infrastructure	-	-	-
	-	-	-
Other			
Marina Revitalization	51,146	19,643	66,354
Regional District	-	84,951	185,500
Donation - Splash Park	-	-	129,750
Other	17,500	47,780	-
	68,646	152,374	381,604
TOTAL CAPITAL GRANTS	3,476,336	930,298	2,657,442
RESERVE FUND			
Other			
Regional District Bulkley Nechako	-	-	-
TOTAL RESERVE GRANTS	-	-	-
TOTAL GRANTS	\$ 4,725,294	\$ 4,059,280	\$ 5,137,172

DISTRICT OF FORT ST. JAMES

Schedule 2

SCHEDULE OF GENERAL DEPARTMENTAL EXPENDITURES

For the year ended December 31, 2024

	2024		2023
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
	(Note 10)		
GENERAL GOVERNMENT SERVICES			
Administrative	\$ 1,558,140	\$ 1,365,625	\$ 1,262,949
Economic development	122,400	106,728	211,895
Accretion	-	21,935	20,915
Legislative council indemnity	218,882	260,460	196,106
	<u>1,899,422</u>	<u>1,754,748</u>	<u>1,691,865</u>
PROTECTIVE SERVICES			
Fire protection	550,839	495,176	468,873
Fire training facility	10,066	6,775	9,363
Animal and pest control	17,363	20,109	16,859
Building inspection	27,281	29,156	26,232
Ambulance station	4,413	2,115	1,826
Municipal emergency program	169,478	144,748	78,325
Bylaw enforcement	1,500	2,777	-
	<u>780,940</u>	<u>700,856</u>	<u>601,478</u>
PUBLIC WORKS			
Roads and streets	918,187	767,207	793,128
Common services	498,042	536,594	485,802
Air and water transport	96,543	89,356	101,876
Seniors helping seniors	56,650	59,426	36,209
Special projects	11,748	8,192	12,968
Traffic services	23,276	18,775	14,103
	<u>1,604,446</u>	<u>1,479,550</u>	<u>1,444,086</u>
ENVIRONMENTAL HEALTH			
Garbage disposal	131,707	142,597	131,504
Recycling	-	-	-
Garbage discounts	4,400	4,997	4,992
	<u>136,107</u>	<u>147,594</u>	<u>136,496</u>
PUBLIC HEALTH			
Cemetery	24,702	22,106	31,106
	<u>24,702</u>	<u>22,106</u>	<u>31,106</u>
Balance carried forward	<u>\$ 4,445,617</u>	<u>\$ 4,104,854</u>	<u>\$ 3,905,031</u>

DISTRICT OF FORT ST. JAMES

Schedule 2

SCHEDULE OF GENERAL DEPARTMENTAL EXPENDITURES

For the year ended December 31, 2024

	2024		2023
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
	(Note 10)		
Balance forward	\$ 4,445,617	\$ 4,104,854	\$ 3,905,031
RECREATIONAL AND CULTURAL			
Arena	263,002	287,331	272,909
Community Centre	56,181	73,543	85,691
Library	294,227	280,745	259,480
Parks and programs	134,872	113,385	175,353
Summer recreation	32,059	26,511	9,268
	780,341	781,515	802,701
TOTAL DEPARTMENTAL EXPENSES	5,225,958	4,886,369	4,707,732
INTEREST AND MISCELLANEOUS	19,293	20,084	18,523
AMORTIZATION (Schedule 3)	-	1,023,970	935,033
TOTAL GENERAL EXPENDITURES	\$ 5,245,251	\$ 5,930,423	\$ 5,661,288

DISTRICT OF FORT ST. JAMES

Schedule 3

SCHEDULE OF TANGIBLE CAPITAL ASSETS

For the year ended December 31, 2024

	Balance Beginning of Year	Additions	Disposals	Write-downs	Balance End of Year	Amortization Beginning of Year	Amortization Reductions on Disposals	Amortization Expense	Accumulated Amortization End of Year	Net Carrying Amount End of 2024	Net Carrying Amount End of 2023
Land	\$ 1,288,897	\$ 20,789	\$ -	\$ -	\$ 1,309,686	\$ -	\$ -	\$ -	\$ -	\$ 1,309,686	\$ 1,288,897
Roads Infrastructure	14,794,551	498,754	-	-	15,293,305	8,523,395	-	332,220	8,855,615	6,437,690	6,271,156
Water Infrastructure	6,498,215	744,082	17,372	-	7,224,925	2,028,841	(17,372)	101,249	2,112,718	5,112,207	4,469,374
Sewer Infrastructure	5,462,545	26,479	-	-	5,489,024	1,597,982	-	77,368	1,675,350	3,813,674	3,864,563
Storm Sewer Infrastructure	1,153,148	-	-	-	1,153,148	671,147	-	15,368	686,515	466,633	482,001
Vehicles	4,881,500	514,212	456,886	-	4,938,826	2,636,302	(450,609)	330,889	2,516,582	2,422,244	2,245,198
Furniture and Equipment	1,343,239	308,867	63,756	-	1,588,350	928,551	(15,715)	65,570	978,406	609,944	414,688
Parks Infrastructure	939,468	74,968	-	-	1,014,436	220,360	-	22,138	242,498	771,938	719,108
Buildings and Improvements	12,699,233	554,308	-	-	13,253,541	3,532,094	-	185,562	3,717,656	9,535,885	9,167,139
Asset retirement obligations	457,825	-	-	-	457,825	33,480	-	33,479	66,959	390,866	424,345
Engineered Structures	3,905,728	570,686	-	-	4,476,414	401,830	-	62,609	464,439	4,011,975	3,503,898
Total	\$ 53,424,349	\$ 3,313,145	\$ 538,014	\$ -	\$ 56,199,480	\$ 20,573,982	\$ (483,696)	\$ 1,226,452	\$ 21,316,738	\$ 34,882,742	\$ 32,850,367

TANGIBLE CAPITAL ASSETS BY FUND

General	\$ 40,170,599	\$ 2,542,584	\$ 520,642	\$ -	\$ 42,192,541	\$ 16,263,802	\$ (466,324)	\$ 1,023,970	\$ 16,821,448	\$ 25,371,093	\$ 23,906,797
Water	6,575,294	744,082	17,372	-	7,302,004	2,035,223	(17,372)	105,774	2,123,625	5,178,379	4,540,071
Sewer	6,678,456	26,479	-	-	6,704,935	2,274,957	-	96,708	2,371,665	4,333,270	4,403,499
	\$ 53,424,349	\$ 3,313,145	\$ 538,014	\$ -	\$ 56,199,480	\$ 20,573,982	\$ (483,696)	\$ 1,226,452	\$ 21,316,738	\$ 34,882,742	\$ 32,850,367

THE DISTRICT OF FORT ST. JAMES

Schedule 4

SCHEDULE OF EXPENSES BY OBJECT

For the year ended December 31, 2024

	2024		2023
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
	(Note 10)		
Wages and benefits	\$ 2,234,511	\$ 3,507,510	\$ 3,128,169
Repairs and maintenance	1,884,543	529,319	676,211
Purchased services and supplies	460,971	355,905	452,296
Utilities and telephone	230,197	261,959	229,319
Insurance, fees and dues	225,162	257,161	231,166
Professional fees	264,656	217,024	181,528
Events, projects and grants	372,591	268,558	263,226
Office and general	214,127	119,093	104,027
Advertising and promotion	25,415	13,403	32,532
Travel	78,620	58,266	57,070
Training and development	113,328	69,214	58,394
Accretion	-	23,382	22,295
Interest on long-term debt	74,778	20,084	19,856
Amortization	-	1,226,452	1,119,650
	<u>\$ 6,178,899</u>	<u>\$ 6,927,330</u>	<u>\$ 6,575,739</u>

District of Fort St James - 2024 Permissive Tax Exemptions Granted

Roll No.	PID	Description	2024 Tax Exemption
<u>Exemptions for public Worship</u>			2024
12010	012-616-486 & 012-616-494	222 2nd Ave W. - United Church of Canada	\$ 625.96
24100	012-637-505	285 2nd Ave W. - Pentecostal Assemblies of Canada	\$ 821.16
230435	011-515-643	720 4th Ave W. - Evangelical Free Church	\$ 873.93
600180	007-747-497	400 Ash St E. - Victory Christian Centre	\$ 577.45
<u>Exemptions for not for profits</u>			
45000	011-699-931	349 Stuart Dr. Nechako Valley Community Services Society (Connexus Community Resources Society)	\$ 5,141.52
<u>Exemptions for Athletic or Service Clubs</u>			
563200	015-173-682	2704 Stones Bay Rd. - Stuart Lake Golf Course	\$ 1,494.07
183010	013-156-349/013-156-357/013-156-365	191 E 2nd Ave - Search and Rescue	\$ 903.04
<u>Exemptions for Charitable or Philanthropic Exemptions</u>			
23001	012-614-181	Music Makers of Fort St. James: All of Lot 6 Block 2 District Lot 110 Range 5 Coast District Plan PRP1691	\$ 2,442.41
161002	012-266-957	Stuart Lake Seniors Association: All of Lot 1 Block O District Lot 110 Range 5 Coast District Plan PRP3304,	\$ 1,516.53
181016	014-510-634	Fort St. James Curling Club, Portion of District Lot 1267 Range 5 Coast District Plan PRP12398	\$ 5,077.05
179752	011-654-856 & 044-654-911 & 011-654-945	BC Building Corp & District of Fort St. James, leased by Community Arts Council. District Lot 111 Range 5 Coastal District Plan PRP4084	\$ 3,875.21
111100	012-354-635	Stuart Lake Recycling Co-op: Lot 2, Block G, Plan PRP3139, District Lot 110, Range 5, Coast Range 5 Land District, Except Plan PRP8962	\$ 2,506.15
36500	012-352-268	271 Stuart Dr. W. - Anglican Synod Diocese Caledonia	\$ 735.39
			<u>\$ 26,589.87</u>