



NOTICE OF REGULAR MEETING

District of Fort St. James will hold Regular Council Meeting No. 2025-14 at 5:00 PM on Tuesday, July 22, 2025 at District Council Chambers, 477 Stuart Drive West, Fort St. James, BC V0J 1P0 and via Zoom

TRADITIONAL LAND ACKNOWLEDGEMENT

We would like to acknowledge that this gathering is being held on the unceded traditional territory of the Nak’azdli Whut’en where we live, work, and play.

AGENDA

No. Item Name

Page

1. ADOPTION OF AGENDA

1.1 Adoption of the Agenda

THAT Council adopts the agenda for Regular Meeting No. 2025-14 as circulated.

2. NOTICE OF IN-CAMERA MEETING

3. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL

4. ADOPTION OF MINUTES

4.1 Minutes of the Regular Meeting

3 - 6

THAT Council approves the minutes of Regular Council Meeting No. 2025-13, held Tuesday, July 8, 2025, as circulated.

5. BUSINESS ARISING

6. REPORTS

6.1 Deputy Mayor's Report

Item Name

		Page
6.2	Councillor's Report <ul style="list-style-type: none"> • Councillor Boschman • Councillor Howell • Councillor Friesen 	
6.3	2025 Q2: Legislative Services and Administration	7 - 11
6.4	2025 Q2: Public Works	12 - 13
6.5	2025 Q2: Fire Department	14 - 15
6.6	2025 Q2: Bylaw/Animal Control	16 - 17
6.7	2025 Q2: Finance	18 - 53
6.8	Bylaw Notice Enforcement Status Update	54
6.9	Recreation Access Program Policy No. 13.1: Low-Income Cut-Offs	55 - 56
	<i>THAT Council directs staff to update Appendix A of the Recreation Access Program Policy No. 13.1 to reflect the most current Low-Income Cut-Offs as published by Statistics Canada.</i>	
7.	CORRESPONDENCE	
7.1	Block Correspondence for Receipt <ul style="list-style-type: none"> • 2025 Second Quarter Report: Library; dated July 10, 2025; Valerie Crowley, Library Director 	57 - 58
7.2	Neighbourlink Vanderhoof; dated July 9, 2025	59
7.3	2025/26 NCLGA Membership Fees; dated July 17, 2025	60 - 64
	<i>THAT Council renews the District's membership with NCLGA for the 2025/26 year.</i>	
8.	BYLAWS	
9.	NEW BUSINESS	
10.	SUPPLEMENTARY AGENDA	
11.	RECESS TO THE IN-CAMERA PORTION OF THE MEETING	
12.	RELEASE OF IN-CAMERA DECISIONS	
13.	ADJOURNMENT	
13.1	Adjournment	
	<i>THAT Council adjourns the Regular Council Meeting No. 2025-14 at __: __pm.</i>	

District of Fort St. James
Minutes of Regular Council Meeting No. 2025-13
Tuesday, July 08, 2025
District Office, 477 Stuart Drive West, Fort St. James, BC and via Zoom

In Attendance

Council	Mayor Martin Elphee Councillor Corbett Boschman Councillor Judith Friesen Councillor Jennifer Howell Councillor Kris Nielsen
Staff	Rachelle Willick, Chief Administrative Officer Alexander Bihori, Corporate Officer Doug Lowther, Director of Operations Susan Clarke, Chief Financial Officer Ryan McVey, Fire Chief

Call to Order

Mayor Elphee called the meeting to order at 5:00pm.

1.0 ADOPTION OF AGENDA

1.1 Adoption of the Agenda

Moved by Councillor Nielsen and seconded by Councillor Boschman:

- 2025-13-01 *THAT Council adopts the agenda for Regular Meeting No. 2025-13 as amended:*
- by replacing Appendix A of Item 6.4 with the correct version of the Appendix A as circulated, and*
 - by inserting a new report as item 6.6 titled "Birch Street Pumphouse Computer and Communications Repair" as circulated.*

Carried unanimously

2.0 NOTICE OF IN-CAMERA MEETING

2.1 Closed Meeting Motion

Moved by Councillor Boschman and seconded by Councillor Nielsen:

- 2025-13-02 *THAT, pursuant to section 90 (1) of the Community Charter, Council will close the meeting to the public to permit discussion of items relating to the following:*
- (c) labour relations or other employee relations;*
 - (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.*

Carried unanimously

3.0 DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL

4.0 ADOPTION OF MINUTES

4.1 Minutes of the Regular Meeting

Moved by Councillor Boschman and seconded by Councillor Howell:

2025-13-03 *THAT Council approves the minutes of Regular Council Meeting No. 2025-12, held Tuesday, June 24, 2025, as circulated.*

Carried unanimously

5.0 BUSINESS ARISING

6.0 REPORTS

6.1 Mayor Elphee's Report

- June 25 - UBCM Minister Meeting Workshop
- July 3 - Zoom Northern Health Update

6.2 Councillor's Report

Councillor Boschman:

- July 1 - Canada Day - MC

Councillor Howell:

- June 25 - UBCM Minister Meeting Workshop

Councillor Friesen:

- Nothing to Report.

Councillor Nielsen:

- June 25 - UBCM Minister Meeting Workshop
- July 1 - Canada Day

6.3 Music Makers Furnace Failure/Replacement

Moved by Councillor Nielsen and seconded by Councillor Friesen:

2025-13-04 *THAT Council approves \$11,500 for the purchase of a replacement furnace for the Music Makers Building.*

Carried unanimously

6.4 Council Code of Conduct Revised

Moved by Councillor Boschman and seconded by Councillor Nielsen:

2025-13-05 *THAT Council ADOPTS the Council Code of Conduct attached as Appendix B to the report dated July 8, 2025, from the Corporate Officer titled "Council Code of Conduct Revised".*

Carried unanimously

6.5 Bylaw Notice Enforcement Bylaw No. 1091, 2025

Moved by Councillor Nielsen and seconded by Councillor Howell:

2025-13-06 *THAT Council gives first reading to "Bylaw Notice Enforcement Bylaw No. 1091, 2025".*

Carried unanimously

Moved by Councillor Boschman and seconded by Councillor Nielsen:

2025-13-07 *THAT Council gives second reading to "Bylaw Notice Enforcement Bylaw No. 1091, 2025".*

Carried unanimously

Moved by Councillor Howell and seconded by Councillor Boschman:

2025-13-08 *THAT Council gives third reading to "Bylaw Notice Enforcement Bylaw No. 1091, 2025".*

Carried unanimously

6.6 Birch Street Pumphouse Computer and Communications Repair

Moved by Councillor Nielsen and seconded by Councillor Friesen:

2025-13-09 *THAT Council approves up to \$25,000 for an emergency repair of a failed operating system computer at Birch Street wellhouse and communications link repair between all water and sewer stations.*

Carried unanimously

7.0 CORRESPONDENCE

7.1 Block Correspondence for Receipt

- UBCM; Trish Mandewo, UBCM President; Re; 2025 UBCM Resolutions; dated June 30, 2025

8.0 BYLAWS

8.1 Zoning Amendment Bylaw No. 1090, 2025

Moved by Councillor Howell and seconded by Councillor Boschman:

2025-13-10 *THAT Council adopts "Zoning Amendment Bylaw No. 1090, 2025".*

Carried unanimously

9.0 NEW BUSINESS

10.0 SUPPLEMENTARY AGENDA

11.0 RECESS TO THE IN-CAMERA PORTION OF THE MEETING

11.1 Recess to the Closed Meeting

Moved by Councillor Nielsen and seconded by Councillor Howell:

2025-13-11 *THAT Council closes the meeting to the public pursuant to resolution 2025-13-02 at 5:17pm.*

Carried unanimously

12.0 RELEASE OF IN-CAMERA DECISIONS

13.0 ADJOURNMENT

13.1 Adjournment

Moved by Councillor Howell and seconded by Councillor Nielsen:

2025-13-12 *THAT Council adjourns the Regular Council Meeting No. 2025-13 at 6:06pm.*

Carried unanimously

Martin Elphee, Mayor

Alexander Bihori, Corporate Officer



Date: July 22, 2025
Report to: Mayor and Council
From: Alexander Bihori, Corporate Officer
Subject: **2025 Q2: Legislative Services and Administration**

PURPOSE

The purpose of this report is to provide Council with a summary of the activities of the Legislative Services and Administration Department from April 1st to June 30th, 2025.

BACKGROUND

Meetings

In the second quarter of 2025, there were 6 Regular Council Meetings and 1 Special Council Meetings.

Appreciation, Comments, and Complaints

The District collects Appreciation, Comments, and Complaints via a form online, in-person at the District Office, or by phone.

In Q2 of 2025, the District received a total of 129 forms, as detailed in **Appendix A**. This is a slight decrease from the 138 forms received in Q2 of 2024. While the total number of forms went down, Animal Control complaints increased, as the District has now taken over this service. Notably, water-related complaints have dropped significantly from 30 in Q2 2024 to 17 in Q2 2025, representing a 43% decrease.

Permits & Licences

In the second quarter of 2025 staff issued the following:

Dog Tags Total	20 spayed/neutered, 4 unspayed/unneutered
Large	15 spayed/neutered, 3 unspayed/unneutered
Small	5 spayed/neutered, 1 unspayed/unneutered
Business Licences	8
Sign Permits	1
Development Permits	0
Building Permits	2 issued, 2 approved (awaiting payment)

Bylaws

In the second quarter of 2025 the following Bylaws were adopted:

- Officers Bylaw No. 1089, 2025
- Tax Rates Bylaw No. 1088, 2025
- Financial Plan Bylaw No. 1087, 2025

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- Zoning Bylaw No. 738, 2001, Amendment Bylaw No. 1084, 2025 (School Re-zonings)

Policies

In the second quarter of 2025 the following Policy was adopted:

- Employee Code of Conduct Policy No. 4.25

Staff plan on completing an inventory of all Policies within the third and fourth quarter of 2025, this inventory will indicate which policies are outdated and need revising, whether the policy should be repealed, or whether the policy is up-to-date.

Seniors Helping Seniors

Seniors Helping Seniors services provided in the second quarter of 2025 are summarized in **Appendix B.**

Website and Information Technology

The District’s server upgrade is complete, and all files have been migrated to the new server. The District Office’s computers are now all installed with Windows 11 and are not at risk of falling out of compliance with security updates as Microsoft will no longer be pushing security updates to Windows 10 devices as of October 14, 2025.

As reported previously, the District’s current phone system is passed end of life and has been experiencing issues. The District’s current phone system was offered by Nortel Networks which is a company that ceased operations over 10 years ago and repairs are no longer a cost effective nor viable solution. The District will be transitioning to a new VoIP phone system in Q3.

A sub-metre GPS unit was procured for the purposes of collecting infrastructure data to be input into the Asset Management software/program. The ArcGIS system for data collection is now functional, minor tweaking will need to occur prior to mass collection and input of the District’s linear infrastructure.

District Office

The District Office’s Kitchen relocation is complete and came in under budget. In Q3 of 2025 the remaining Office upgrades are scheduled to occur is the purchase and replacement of filing cabinets and the purchase and replacement of the Council chairs.

ATTACHMENTS

Appendix A: Appreciation, Comments, and Complaints

Appendix B: Seniors Helping Seniors Stats

Appendix C: Outstanding Resolutions

SIGN OFF

Submitted by:	Alexander Bihori, Corporate Officer
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Appendix A: Appreciation, Comments, and Complaints

Type of Complaint	Public Works	Fire Chief	Animal Control Officer	Bylaw Officer	Admin & CAO	Finance
Animal Control			19			
Appreciation	3					
Building	3					
Cemetery	1					
Culvert	4					
Environmental						
Garbage	4					
Loitering/Panhandling/Sharps	1			3		
Other/Information Request						
Request	23			2		
Roads	19				1	
Sewer	2					
Mowing	1					
Vehicle maintenance						
Porta-Potty Delivery	4					
Boat Launch / Outhouse						
Cottonwood/Campsites	9			2		
Unsightly Premises				3		
Trees / Powerlines	8					
Water	17					
Total	99	0	19	10	1	0

Appendix B: Seniors Helping Seniors Stats
2025 Seniors Helping Seniors Report Q2

APRIL 2025

Grocery and Delivery Clients – 6 Total Deliveries – 14
 Food Bank Delivery Clients – 10 Delivery – 1 day – 16/April

Medical Transportation Local – 5
 Vanderhoof – 10
 Prince George – 11
 Cancelled – 2

MAY 2025

Grocery and Delivery Clients – 5 Total Deliveries – 16
 Food Bank Delivery No Food Bank Deliveries currently and will resume in mid-July

Medical Transportation Local – 8
 Vanderhoof – 1
 Prince George – 13
 Cancelled - 3

JUNE 2025

Grocery and Delivery Clients – 4 Total Deliveries – 12
 Food Bank Delivery No Food Bank Deliveries currently and will resume in mid-July

Medical Transportation Local – 8
 Vanderhoof – 3
 Prince George – 19
 Cancelled – 4

Average phone calls per day are at least 2 with clients booking or phoning drivers to book them in for transportation to medical appointments or delivery of groceries.

Appendix C: Outstanding Resolutions

Q2 2025: Outstanding Resolutions		
Resolution Number	Resolution	Status
2024-02-08	<p>THAT Council supports a Crown Grant Application to obtain property on the Northeast side and south end of the airport runway as part of the airport expansion;</p> <p>THAT Council authorize Chief Administrative Officer to provide a letter of support to the Crown Lands Department supporting the Crown Grant Application;</p> <p>AND THAT Council authorize Chief Administrative Officer to approve any further documentation needed to see the Crown Grant Application through to completion of obtaining the property;</p>	<p>Sponsored by Minister Anne Kang September 12, 2024</p> <p>Advertised in the Caledonia Courier for 2 consecutive weeks as required by the Province. October 31, 2024 & November 7, 2024</p> <p>Working with the Province on proceeding the Application</p>
2025-01-08	THAT Council directs staff to bring forward revision of Recreation Access Program Policy No. 13.1, revising the Low-Income Cut-Offs.	Assigned to Corporate Officer Bihori
2025-02-12	THAT Council direct staff to seek alternative options for operating of the Visitor Information Centre.	Unassigned (EDO Vacancy)
2025-03-11	THAT Council directs staff to proceed with the establishment of a Limited Liability Company to manage the Community Forest.	<p>Progress updates will be brought to Council</p> <p>Initial frameworks have been completed by Lawyers, along with list of items which need to be actioned, planned work for Q3.</p>
2025-05-07	<p>THAT Council increases the Library Funding Service Agreement base amount for 2025 to \$308,704 in order to account for the Library's required CUPE Wage increase of 6.5%;</p> <p>AND THAT Council directs staff to draft an Amendment to the Library Funding Service Agreement;</p> <p>AND THAT Council directs staff to implement this increase into the 2025-2029 draft budget.</p>	Assigned to Corporate Officer Bihori
2025-10-12	<p>THAT Council directs staff to install the donated Steam Pump next to the Steam Shovel at Cottonwood Park in 2026 or earlier;</p> <p>AND THAT Council directs staff to implement the installation costs into the future Draft 2026-2030 Budget.</p>	Placeholder for 2026 budget or if 2025 budget allows for works.
2025-10-16	<p>THAT Council supports the application to the Union of British Columbia's Strategic Priorities Fund for the Water Treatment Project;</p> <p>AND THAT Council confirms the District's commitment to fund its share of the project cost, including any potential cost overruns, should the application be successful.</p>	Working with engineer on updating values within Water Plan, will return to Council prior to the application being submitted.
2025-12-12	THAT Council directs staff to prepare an amendment to Subdivision Servicing Bylaw No. 599, 1995 implementing servicing requirements applicable to the new RU-1a Zone.	Assigned to Corporate Officer Bihori



Date: July 22, 2025
Report to: Alexander Bihori, Corporate Officer
From: Doug Lowther, Director of Operations
Subject: **2025 Q2: Public Works**

PURPOSE

The purpose of this report is to provide Council with a summary of the activities of the Public Works Department during the second quarter, April 1st through June 30th, 2025.

BACKGROUND

Meetings:

- Weekly PW safety meetings, daily site visits to projects, contractor meetings/follow up meetings with ongoing projects
- Daily and weekly tailgates, monthly safety meetings
- Staff and Manager meetings every Wednesday
- Council meetings
- Contractor meetings for ongoing and upcoming projects, and engineering collaboration for feasibility studies, and ongoing projects
- OH&S meetings monthly
- Union Labor management meeting
- Interviews
- Daily and weekly discussions with PW foreman, Capital Projects and Assets, and Buildings Specialist to ensure projects are on track, and that daily maintenance work on schedule, process being followed
- Airport BCAAP grant meetings
- EOC Meeting
- BC WorkSafe Worksite visit and inspection

Public Works Activities:

- 94/94Comments/Complaints and Enquiry forms handled/resolved
- 4 Appreciation comments forms submitted
- 4 Water service line repair excavations
- 1 Culvert replacement
- 3 Hydrants repaired/rebuilt
- 1 Hydrant replaced
- Hydrant flushing completed
- Multiple hazard trees removed from parks and green spaces

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- Mowing and flail mowing of District green spaces on Kwah and Heathmont/ongoing
- Intersection tree trimming for visibility
- Summer parks and horticulture duties/ongoing
- Trail maintenance Russ Baker
- Ditch cleaning, and culvert cleaning and repairs/ongoing
- Street sweeping maintenance
- Grading of parking lots and alleys and calcium application completed

Building Inspections, Parks and Playgrounds:

- 46 building inspections for OH&S
- Decommissioning of old terminal building at airport and remodeling of the old SAR building to be the new terminal building
- Maintenance and repairs performed at numerous sites and buildings
- Several site visits with contractors to obtain quotes and follow ups with approved projects
- Installation of keyless entry FOB system at curling rink
- Cottonwood playground hard surface encroachment repaired/extended to code.
- All playgrounds are inspected monthly (9 playground inspections, 12 park inspections/walk throughs).

Capital Projects, Buildings and Asset Management:

- Water reservoir cleaning completed
- Lagoon outfall inspected
- Lagoon desludging of cells 1 and 2 completed
- Cottonwood sidewalk enhancement completed
- Crosswalk at 3rd Ave installed/painted and signage
- PW shop floor concrete repairs completed
- Cemetery lowering devices received
- Public Space project completed
- Bulk water fill station ordered
- Waterline project approximately 60% complete
- Arena construction approximately 50% complete
- Site visits for contractor viewing and project measurement during Capital projects/ongoing
- Data collection and entry into asset management program
- Asset program training/ongoing
- Refreshing and collecting linear data and building asset data/ongoing
- Site visits for project management and final inspections on curling rink keyless entry and canopies

SIGN OFF

Submitted by:	Doug Lowther, Director of Operations
Approved by:	Alexander Bihori, Corporate Officer



Date: July 22, 2025
Report to: Alexander Bihori, Corporate Officer
From: Ryan D. McVey, Fire Chief
Subject: 2025 Q2: Fire Department

PURPOSE

This report summarizes the activities of the fire department to keep Council informed of ongoing departmental activities or projects from April 1st through June 30th, 2025.

BACKGROUND

Fire and Rescue Call-outs

There were 33 calls during the 2nd quarter 2025 as represented in the table below. In comparison there were 24 calls logged in the 2024 2nd quarter indicating a 37% increase in emergency response needs of the areas.

District of Fort St. James	Call Volume	Rural - Regional District Area "C"	Call Volume
Alarm Calls - Fire/CO/LNG	5	Alarm Calls - Fire/CO/LNG	0
Fire Calls - Structure/Chimney/Hydro	4	Fire Calls - Structure/Chimney/Hydro	0
Vehicle Fire	1	Vehicle Fire	0
Brush/Grass Fire (small)	1	Brush/Grass Fire (small)	8
Vehicle Incident	1	Vehicle Incident (Road Rescue)	4
Rescue or Assist	3	Rescue or Assist	1
Total: 15		Total: 13	

Nak'azdli	Call Volume	Luck Bay	Call Volume
Alarm Calls - Fire/CO/LNG	0	Alarm Calls - Fire/CO/LNG	0
Fire Calls - Structure/Chimney/Hydro	1	Fire Calls - Structure/Chimney/Hydro	0
Vehicle Fire	0	Vehicle Fire	0
Brush/Grass Fire (small)	3	Brush/Grass Fire (small)	0
Vehicle Incident	0	Vehicle Incident	0
Rescue or Assist	1	Rescue or Assist	0
Total: 5		Total: 0	

Training and Education

Firefighters continue their studies in the NFPA 1001 Firefighter I & II level, with several members having achieved the required "Exterior Operations Level Firefighter" competencies. This is a significant step in the professional development of the fire department to ensure the District meets the requirement of the Workers Compensation Act to "provide to the employer's workers

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the information, instruction, training and supervision necessary to ensure the health and safety of those workers in carrying out their work..." as well as the OFC minimum training standards.

- 13 - Regular Thursday Training sessions 413 hours
- 1 - Interior Attack 125 hours
- 2 - Community Events (FireSmart, Emerg Preparedness)

Junior Fire Fighter Program

In the second quarter of 2025, the five Jr. Fire Fighters have completed 148 hours of training along side the regular members, recruit fire fighters, and probationary fire fighters.

Firefighter Recruitment and Retention

In an attempt to spotlight the fire department, two community events were held during the 2nd quarter. FireSmart event as well as a Community Emergency Preparedness Day were held to spotlight work being done as well as community education. Two additional applications for membership were received at during Q2 as well as more individuals expressing interest in joining the department. Two recruit firefighters completed the minimum standards set by the Office of the Fire Commissioner and have begun responding to emergency calls.

Current membership at the end of Q2 2025 is 26.

Hall #1 – 19 Members

Hall #2 – 7 Members

Apparatus and Equipment

There were no significant issues with the fire engines or equipment; only repairs and regular scheduled maintenance have been needed:

- Engine 11 – No mechanical issues
- Engine 14 – Pump valve leak (fixed)
- Engine 21 – No mechanical Issues
- Ladder 12 – No mechanical issues
- Tender 11 – No mechanical issues
- Rescue 11 – No mechanical issues
- Chief 1 – No mechanical issues
- Squad 21- Pump ignition switch failure. (fixed)

Fire Prevention Education/Fire Inspections

16 Commercial Fire Inspections

Training for FireSmart BC for Firefighters/Public ongoing

SIGN OFF

Submitted by:	Ryan D. McVey, Fire Chief
Approved by:	Alexander Bihori, Corporate Officer



Date: July 22, 2025
Report to: Alexander Bihori, Corporate Officer
From: Ryan McVey, Fire Chief
Subject: 2025 Q2: Bylaw/Animal Control

PURPOSE

This report summarizes the activities of the Bylaw/Animal Control to keep Council informed of ongoing departmental activities or projects from April 1 through June 30, 2025.

BACKGROUND

Bylaw/Animal Control Complaints

In the second quarter of 2025, Bylaw enforcement has seen an increase in bylaw complaints and a slight decrease in animal control calls. As new processes such as Bylaw Notification Enforcement have been developed, understanding and increased enforcement activities have begun.

April	Call Volume	May	Call Volume
Formal/Informal Bylaw Complaints	6	Formal/Informal Bylaw Complaints	4
Bylaw Complaints Closed/In Process	5/1	Bylaw Complaints Closed/In Process	3/1
Formal/Informal Animal Complaints	16	Formal/Informal Animal Complaints	13
Animal Compliance Contacts	9	Animal Compliance Contacts	7
Dogs Captured	7	Dogs Captured	3
Dogs Returned	7	Dogs Returned	3
Total: 22		Total: 17	

June	Call Volume	Q2 2025 Totals	Call Volume
Formal/Informal Bylaw Complaints	5	Formal/Informal Bylaw Complaints	15
Bylaw Complaints Closed/In Process	3/2	Bylaw Complaints Closed/In Process	11/4
Formal/Informal Animal Complaints	10	Formal/Informal Animal Complaints	39
Animal Compliance Contacts	6	Animal Compliance Contacts	22
Dogs Captured	4	Dogs Captured	14
Dogs Returned	5	Dogs Returned	15
Total: 16		Total: 55	

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Compliance and Enforcement

The District of Fort St. James was successful in the application for the Bylaw Notification Enforcement (BNE). This system gives the District more ability to enforce bylaws and animal control issues with the use of fines in order to seek compliance. While waiting on this system to be fully implemented, closer review of current District bylaws has begun with recommendations of updating are being made as well as new Bylaw Enforcement Policies.

Bylaw Enforcement Hours: 22

Animal Control Hours: 326
Animal Control OT Hours: 108

SIGN OFF

Written by:	Emma Kossey, Bylaw/Animal Control Officer
Submitted by:	Ryan D. McVey, Fire Chief
Approved by:	Alexander Bihori, Corporate Officer



Date: July 22, 2025
Report to: Alexander Bihori, Corporate Officer
From: Susan Clarke, Chief Financial Officer
Subject: **2025 Q2: Finance**

PURPOSE

To provide council with January to June 2025 revenue and expenditures and highlight variances from budget.

BACKGROUND

January to June 2025 Provisional (budget) versus Actuals are presented. At June 30, there is **50%** of the year remaining, however, some expenses may be seasonal or not follow a trend.

Revenue:

- Note: Property Tax notices went out early, to beat the threatened the postal strike.
- Dept 14: RDBN agreed to raise fire protection funding than originally budgeted. However, RDBN will not be directly providing \$20,000 for Seniors Helping Seniors.
- Dept 16: The District collected \$2,081,032 on behalf of other government entities. (School, Police, Hospital, RDBN, MFA and BCAA).

Expenses:

General Government (10-20s)

- Administration Wages are tracking well to the budget.
- Project 322: Economic Development is tracking low, due to the vacancy and grants which are not yet due
- Project 335: Planning & Development is low, due to the vacancy and grants which are not yet due

Protective Services (10-22s)

- No concerns

Emergency Training & Management (10-24s)

- Fire Training Centre expenses are over budget. In 2025, the FTC is generating revenue (course registration) to help offset costs. Year to date, FTC revenue is \$6,444. Registration fees for future courses are now allowing for FTC overhead.

Other Protection (10-26s)

- Kennel expenses are being monitored, to get a better understanding of what a typical year of costs will be.

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Public Works (10-30s onwards)

- Salaries and wages, and other expenses are tracking well to budget
- Airport costs (10-38-435) are running high, and will be monitored
- Music Makers (10-48-135) building maintenance may go over budget in 2025. The shortfall can be absorbed into the overall Public Works budget
- Improvements to Sonny Hamper field/Dog Park (10-48-478) will have put their maintenance over budget, with the shortfall covered within the overall Public Works budget
- Overall, Water and Sewer are on track

Grants in Aid

- Council has granted \$35,389 of Grants in Aid for 2025. (Appendix B). This leaves **\$36,261 available** for granting (including funds for Truth & Reconciliation). The next quarterly review of Grant in Aid applications will be at the September 9, 2025, council meeting.

INTERNAL CIRCULATION TO

Alexander Bihori, Corporate Officer
Doug Lowther, Director of Operations

ATTACHMENTS

Appendix A: Actuals vs Provisional Budget
Appendix B: 2025 Grant in Aids

SIGN OFF

Submitted by:	Susan Clarke, Chief Financial Officer
Approved by:	Alexander Bihori, Corporate Officer

Appendix A: Actuals vs Provisional Budget

Report: M:\live\gl\glrptbux.p
 Version:010002-L58.81.03
 User ID:sclarke

DISTRICT OF FORT ST JAMES
ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:40

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
Fund 10: General Fund				
Dept 01: TAXATION REVENUE				
Project 010: Real Property				
10-01-010-0005	CURRENT TAXES	4,320,575.00-	4,320,575.98-	0.00
10-01-010-0010	GENERAL DEBT LEVY	37,048.00-	37,042.54-	0.01-
10-01-010-0020	TAX SALE-ADMINISTRATION FEES	150.00-	0.00	100.00-
10-01-010-0025	TAX SALE-LAND TITLES FEES	150.00-	0.00	100.00-
10-01-010-0035	CURRENT TAX ADJUSTMENTS	8,500.00	4,108.18	51.67-
10-01-010-0040	ARREARS TAX ADJUSTMENT	3,000.00	2,926.38	2.45-
10-01-010-0045	DELINQUENT TAX ADJUSTMENTS	500.00	0.00	100.00-
10-01-010-0600	TAX REDEMPTION - INTEREST	378.00-	0.00	100.00-
	NET Project 010: Real Property:	4,346,301.00-	4,350,583.96-	0.10
Project 020: Special Assessments				
10-01-020-0050	SCHOOL TAX ADMIN FEE	3,078.00-	0.00	100.00-
	NET Project 020: Special Assessments:	3,078.00-	0.00	100.00-
	TOTAL Dept 01: TAXATION REVENUE:	4,349,379.00-	4,350,583.96-	0.03
Dept 02: GRANTS-IN-LIEU				
Project 030: Federal				
10-02-030-0080	PUBLIC WORKS CANADA GRANT IN LIEU	44,768.00-	0.00	100.00-
	NET Project 030: Federal:	44,768.00-	0.00	100.00-
Project 040: Provincial				
10-02-040-0085	PROV OF BC GRANT IN LIEU	82,000.00-	0.00	100.00-
10-02-040-0090	BC RAIL GRANT IN LIEU	4,050.00-	0.00	100.00-
10-02-040-0095	BC HYDRO GRANT IN LIEU	40,479.00-	43,082.56-	6.43
	NET Project 040: Provincial:	126,529.00-	43,082.56-	65.95-
Project 050: Regional				
10-02-050-0100	PNG GRANT IN LIEU	17,786.00-	17,786.49-	0.00
10-02-050-0105	PNG FRANCHISE FEE	60,000.00-	0.00	100.00-
10-02-050-0110	TELUS GRANT IN LIEU	4,924.00-	4,924.25-	0.01
	NET Project 050: Regional:	82,710.00-	22,710.74-	72.54-

Appendix A: Actuals vs Provisional Budget

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DISTRICT OF FORT ST JAMES
ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:40

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
TOTAL Dept 02: GRANTS-IN-LIEU:		254,007.00-	65,793.30-	74.10-
Dept 06: SALE OF SERVICES				
Project 080: Protective Services				
10-06-080-0125	NAK'AZDLI FIRE (SERVICE AGREEMENT)	127,327.00-	0.00	100.00-
10-06-080-2500	ROAD RESCUE REV - PROV OF BC	1,020.00-	2,901.00-	184.41
10-06-080-7215	FIRE TRAINING FACILITY REVENUE	5,000.00-	6,444.00-	28.88
10-06-080-7220	RDBN - ESS TRAINING (2025)	6,000.00-	6,000.00-	0.00
NET Project 080: Protective Services:		139,347.00-	15,345.00-	88.99-
Project 090: Environmental Services				
10-06-090-0130	ENVIRONMENTAL SERVICE RATES COLLECTED	169,416.00-	76,844.79-	54.64-
NET Project 090: Environmental Services:		169,416.00-	76,844.79-	54.64-
Project 100: Arena				
10-06-100-0190	SPEED SKATING RECEIPTS	2,900.00-	2,004.45-	30.88-
10-06-100-0195	MINOR HOCKEY RECEIPTS	16,500.00-	13,101.55-	20.60-
10-06-100-0197	LADIES HOCKEY RECEIPTS	1,224.00-	0.00	100.00-
10-06-100-0205	APOLLO HOCKEY RECEIPTS	6,365.00-	3,780.00-	40.61-
10-06-100-0230	OTHER ICE RENTAL RECEIPTS	3,060.00-	3,625.19-	18.47
10-06-100-0235	VENDING MACHINE	714.00-	0.00	100.00-
10-06-100-0240	CONCESSION STAND	1,561.00-	795.00-	49.07-
10-06-100-0245	SKATE SHARPENING	1,061.00-	346.47-	67.34-
10-06-100-0250	PUBLIC SKATING	2,000.00-	1,500.00-	25.00-
10-06-100-0251	ARENA ADVERTISING REVENUE	4,361.00-	0.00	100.00-
10-06-100-0495	ARENA RENTAL OTHER	14,280.00-	787.73-	94.48-
NET Project 100: Arena:		54,026.00-	25,940.39-	51.99-
Project 120: Recreation Programs				
10-06-120-0250	COMMUNITY CENTRE REVENUE	15,300.00-	6,087.75-	60.21-
10-06-120-0251	RACQUET COURT REVENUE	2,040.00-	75.00-	96.32-
10-06-120-0255	RECREATION PROGRAM REVENUE	10,000.00-	5,040.00-	49.60-
NET Project 120: Recreation Programs:		27,340.00-	11,202.75-	59.02-
TOTAL Dept 06: SALE OF SERVICES:		390,129.00-	129,332.93-	66.85-

Dept 08: REVENUE OWN SOURCES

Appendix A: Actuals vs Provisional Budget

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ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:40

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
Project 150: Licences & Permits				
10-08-150-0350	BUSINESS LICENCES	20,000.00-	19,105.00-	4.48-
10-08-150-0360	BUILDING AND PLUMBING PERMITS	5,000.00-	6,567.81-	31.36
10-08-150-0365	COMMERCIAL FIRE PERMITS	50.00-	0.00	100.00-
10-08-150-0410	SIGN PERMITS	100.00-	100.00-	0.00
	NET Project 150: Licences & Permits:	25,150.00-	25,772.81-	2.48
Project 160: Fines & Fees				
10-08-160-0400	ANIMAL FEES	974.00-	845.00-	13.24-
10-08-160-0405	POUND FEES	150.00-	1,360.00-	806.67
	NET Project 160: Fines & Fees:	1,124.00-	2,205.00-	96.17
Project 170: Rentals & Leases				
10-08-170-0450	YELLOWHEAD HELICOPTER LEASE	4,410.00-	4,200.00-	4.76-
10-08-170-0455	AMBULANCE STATION LEASE	20,905.00-	10,452.48-	50.00-
10-08-170-0457	SPIRIT SQUARE LEASE BUILDING	7,200.00-	3,600.00-	50.00-
10-08-170-0460	STUART LAKE SENIORS LEASE	1.00-	0.00	100.00-
10-08-170-0465	MUSIC MAKERS LEASE	1.00-	0.00	100.00-
10-08-170-0470	FSJ COMMUNITY ARTS COUNCIL	1.00-	0.00	100.00-
10-08-170-0475	STUART LAKE RECYCLING CO-OP LEASE	1.00-	0.00	100.00-
10-08-170-0485	AIRPORT(KV) LEASE	1.00-	0.00	100.00-
10-08-170-0490	BC FOREST SERVICE WEATHER STN	220.00-	0.00	100.00-
10-08-170-0500	INTERIOR HELICOPTERS LEASE	4,725.00-	4,500.00-	4.76-
10-08-170-0502	Airport Lease Revenue - Other	0.00	334.50-	0.00
10-08-170-0505	COTTONWOOD MARINA - MOORAGE	14,000.00-	15,420.40-	10.15
10-08-170-0515	COTTONWOOD CAMPGROUND FEES	12,000.00-	3,609.77-	69.92-
10-08-170-0525	COTTONWOOD RECREATIONAL RENTALS	300.00-	0.00	100.00-
	NET Project 170: Rentals & Leases:	63,765.00-	42,117.15-	33.95-
Project 190: Equipment Charges				
10-08-190-0555	GRADER REVENUE	49,980.00-	35,392.50-	29.19-
10-08-190-0560	BACKHOE REVENUE	88,740.00-	40,400.00-	54.47-
10-08-190-0565	LOADER REVENUE	70,380.00-	30,495.00-	56.67-
10-08-190-0570	2011 SINGLE AXLE DUMP TRUCK	19,890.00-	8,937.50-	55.07-
10-08-190-0575	2016 SINGLE AXLE DUMP TRUCK	30,600.00-	13,130.00-	57.09-
10-08-190-0580	EXCAVATOR REVENUE	17,850.00-	5,460.00-	69.41-
10-08-190-0583	EXCAVATOR MINI REVENUE	0.00	5,880.00-	0.00
10-08-190-0585	TOOLCAT REVENUE	30,600.00-	21,808.50-	28.73-

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 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:40

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
	NET Project 190: Equipment Charges:	308,040.00-	161,503.50-	47.57-
Project 210: Interest & Tax Penalties				
10-08-210-0600	DEPOSIT INTEREST	0.00	284,373.42-	0.00
10-08-210-0605	INTEREST ON ARREARS	7,200.00-	2,161.43-	69.98-
10-08-210-0610	INTEREST ON DELINQUENT TAXES	1,248.00-	357.96-	71.32-
10-08-210-0615	CURRENT TAX PENALTIES	20,400.00-	151.49	100.74-
10-08-210-0620	NSF CHEQUE CHARGES COLLECTED	100.00-	0.00	100.00-
	NET Project 210: Interest & Tax Penalties:	28,948.00-	286,741.32-	890.54
Project 230: Cemetery				
10-08-230-0650	GRAVE LINERS	1,000.00-	325.00-	67.50-
10-08-230-0652	CEMETERY RESERVATIONS	500.00-	75.00-	85.00-
10-08-230-0655	CEMETERY PLOT SALES	1,800.00-	100.00-	94.44-
10-08-230-0660	CEMETERY CARE FUND	700.00-	0.00	100.00-
10-08-230-0665	OPENING/CLOSING GRAVES	1,200.00-	425.00-	64.58-
10-08-230-0670	CEMETERY - ADMIN FEE	500.00-	0.00	100.00-
	NET Project 230: Cemetery:	5,700.00-	925.00-	83.77-
Project 250: Miscellaneous Revenue				
10-08-250-0680	COMMUNITY FOREST REVENUE	0.00	109,416.80-	0.00
10-08-250-0690	BC ONLINE TAX SEARCH REVENUE	800.00-	600.00-	25.00-
10-08-250-0695	PORTABLE POTTIES	500.00-	777.55-	55.51
10-08-250-0700	REVENUE OTHER SOURCES	3,000.00-	10,273.38-	242.45
10-08-250-0701	NIGHT MARKET	350.00-	0.00	100.00-
10-08-250-0705	CASH OVER	0.00	74.09-	0.00
10-08-250-0706	VISITOR INFORMATION CENTRE	1,000.00-	451.87-	54.81-
10-08-250-0710	Office Services (Copying etc.)	250.00-	432.14-	72.86
10-08-250-0720	ZONING & SUBDIVISION FEES	1,500.00-	200.00	113.33-
10-08-250-0725	SALE OF PLAQUES AND BENCHES	500.00-	0.00	100.00-
10-08-250-0730	DONATIONS/GRANTS MISCELLANEOUS	500.00-	0.00	100.00-
10-08-250-0750	Public Works Recoverable Revenue	0.00	2,559.30-	0.00
10-08-250-0753	Sprinkler Kit Revenue	0.00	1,500.00-	0.00
	NET Project 250: Miscellaneous Revenue:	8,400.00-	125,885.13-	1,398.63
Project 251: Community Events Rev/Grants				
10-08-251-0733	PARTICIPATION GRANT	1,500.00-	1,412.04-	5.86-
	NET Project 251: Community Events Rev/Grants:	1,500.00-	1,412.04-	5.86-

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 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:40

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
TOTAL Dept 08: REVENUE OWN SOURCES:		442,627.00-	646,561.95-	46.07
Dept 10: UNCONDITIONAL TRANSFERS FROM OTHER GOV'T				
Project 040: Provincial				
10-10-040-0760	STRATEGIC COMMUNITY INVESTMENT FUND (BC	426,000.00-	0.00	100.00-
	NET Project 040: Provincial:	426,000.00-	0.00	100.00-
TOTAL Dept 10: UNCONDITIONAL TRANSFERS FROM OTHER GOV'T:		426,000.00-	0.00	100.00-
Dept 12: CONDITIONAL TRANSFERS FROM OTHER GOV'TS				
Project 030: Federal				
10-12-030-0785	GOV'T OF CANADA - CANADA DAY GRANT	3,000.00-	0.00	100.00-
10-12-030-0786	FireSmart Canada Grant	0.00	500.00-	0.00
10-12-030-0787	Rural Transit Solutions Feasibility Gran	50,000.00-	0.00	100.00-
10-12-030-0790	GOV'T OF CANADA - CANADA SUMMER JOBS	15,002.00-	0.00	100.00-
	NET Project 030: Federal:	68,002.00-	500.00-	99.26-
Project 040: Provincial				
10-12-040-0800	NDIT-ECONOMIC DEVELOPMENT	50,000.00-	0.00	100.00-
10-12-040-0801	INDIGENOUS ENGAGEMENT GRANT- Emerg/Fire	40,000.00-	0.00	100.00-
10-12-040-0805	INTACT GRANT FIRE MITIGATION (applicatio	200,000.00-	0.00	100.00-
10-12-040-0808	UBCM-COMMUNITY RESILIANCY INVESTMT-FIRES	250,000.00-	0.00	100.00-
10-12-040-0811	DESTINATION BC GRANT (DBC)	18,750.00-	15,000.00-	20.00-
10-12-040-0815	JOINT ESS GRANT W NW	80,000.00-	0.00	100.00-
10-12-040-0816	JOINT EOC GRANT W NW	80,000.00-	0.00	100.00-
10-12-040-0817	UBCM-BC LGDAP Doc Revitalization	63,910.00-	0.00	100.00-
10-12-040-0820	NDIT-PLANNER/DEVELOPMENT OFFICER	91,500.00-	0.00	100.00-
10-12-040-0822	RDBN - FOODCYCLER PILOT	5,000.00-	5,000.00-	0.00
10-12-040-0823	FOODCYCLER RESALE REVENUE	25,000.00-	24,886.00-	0.46-
10-12-040-0835	NDIT BUSINESS FACADE PROGRAM	20,000.00-	0.00	100.00-
10-12-040-0840	LOCAL GOV HOUSING INITIATIVES CAP	112,133.00-	0.00	100.00-
10-12-040-0846	UBCM-FED Gas Tax/COMMUNITY WORKS FUND (C	126,521.00-	0.00	100.00-
10-12-040-0850	NWBC RESOURCE BENEFITS ALLIANCE Revenue	5,511,291.00-	5,511,291.00-	0.00
10-12-040-0855	BC EMPLOYER TRAINING GRANT (Skills)	0.00	1,108.80-	0.00
	NET Project 040: Provincial:	6,674,105.00-	5,557,285.80-	16.73-

Project 142: Seniors Helping Seniors

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ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:40

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
10-12-142-0913	SHS DONATIONS	1,200.00-	800.00-	33.33-
10-12-142-0935	SHS BETTER AT HOME GRANT	10,000.00-	0.00	100.00-
	NET Project 142: Seniors Helping Seniors:	11,200.00-	800.00-	92.86-
	TOTAL Dept 12: CONDITIONAL TRANSFERS FROM OTHER GOV'TS:	6,753,307.00-	5,558,585.80-	17.69-
Dept 14: CONDITIONAL TRANSFERS FROM REG. GOV'T				
Project 050: Regional				
10-14-050-0840	RDBN - FIRE PROTECTION	207,731.00-	239,404.00-	15.25
10-14-050-0845	RDBN - ARENA OPERATION	38,250.00-	37,500.00-	1.96-
10-14-050-0847	RDBN - LUCK BAY FIRE PROTECTION	36,725.00-	51,757.00-	40.93
10-14-050-0848	RDBN - SENIOR TRANSIT SERVICES (SHS)	20,000.00-	0.00	100.00-
	NET Project 050: Regional:	302,706.00-	328,661.00-	8.57
	TOTAL Dept 14: CONDITIONAL TRANSFERS FROM REG. GOV'T:	302,706.00-	328,661.00-	8.57
Dept 16: OTHER TRANSFERS & OTHER GOV'T COLLECTION				
Project 280: Other Gov't Collections				
10-16-280-0870	LOCAL SCHOOL TAXES	392,643.00-	404,011.57-	2.90
10-16-280-0875	NON-RESIDENTIAL SCHOOL TAXES	570,833.00-	602,198.62-	5.49
10-16-280-0877	POLICE TAXES	113,668.00-	121,656.14-	7.03
10-16-280-0880	NORTHERN INTERIOR REGIONAL HOSPITAL	486,228.00-	486,223.66-	0.00
10-16-280-0885	REGIONAL DISTRICT TAXES	433,989.00-	433,984.46-	0.00
10-16-280-0890	MFA TAXES	87.00-	86.46-	0.62-
10-16-280-0895	BCAA TAXES	32,752.00-	32,871.62-	0.37
	NET Project 280: Other Gov't Collections:	2,030,200.00-	2,081,032.53-	2.50
Project 290: Own Funds				
10-16-290-0900	FROM WATER REVENUE	57,150.00-	28,575.00-	50.00-
10-16-290-0905	FROM SEWER REVENUE	57,150.00-	28,575.00-	50.00-
10-16-290-0910	FROM ARENA	11,430.00-	5,715.00-	50.00-
10-16-290-0915	FROM SANITATION	6,757.00-	3,378.48-	50.00-
10-16-290-0920	FROM COMMUNITY FOREST RESERVE	20,000.00-	0.00	100.00-
10-16-290-0931	FROM COVID-19 RECOVERY GRANT	134,352.00-	0.00	100.00-
10-16-290-0936	FROM CARBON REDUCTION RESERVE (LGCAP)	15,000.00-	0.00	100.00-
10-16-290-0940	FROM NWBC RESOURCE BEN ALLIANCE RESERVE	109,511.00-	0.00	100.00-
10-16-290-0945	FROM RESERVE ACCOUNT	7,500.00-	0.00	100.00-
	NET Project 290: Own Funds:	418,850.00-	66,243.48-	84.18-

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Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
TOTAL Dept 16: OTHER TRANSFERS & OTHER GOV'T COLLECTION:		2,449,050.00-	2,147,276.01-	12.32-

Dept 20: GENERAL GOVERNMENT EXPENSE

Project 300: Legislative Government

10-20-300-1005	COUNCIL STIPENDS	84,660.00	46,166.00	45.47-
10-20-300-1010	COUNCIL MEETING EXPENSES	2,500.00	600.63	75.97-
10-20-300-1050	COUNCIL AUTHORIZED EXPENSES	8,000.00	4,175.00	47.81-
10-20-300-1051	COUNCIL TO COUNCIL EXPENSES	3,000.00	789.92	73.67-
10-20-300-1053	OTHER COMMITTEES EXPENSE	5,000.00	0.00	100.00-
10-20-300-1060	COUNCIL ADVERTISING	1,020.00	0.00	100.00-
10-20-300-1087	COUNCIL INSURANCE	1,400.00	499.98	64.29-
10-20-300-1100	COUNCIL TRAVEL	45,000.00	30,606.05	31.99-
10-20-300-1120	COUNCIL MEMBERSHIP FEES	2,800.00	1,851.78	33.87-
10-20-300-1125	COUNCIL WORKSHOPS & TRAINING	3,000.00	0.00	100.00-
10-20-300-1150	COUNCIL OFFICE EXPENSES	750.00	126.55	83.13-
10-20-300-1155	SCHOLARSHIPS AND AWARDS	1,500.00	0.00	100.00-
10-20-300-1170	COUNCIL CELL PHONE	816.00	283.15	65.30-
10-20-300-1200	PRINTING & COPYING-Council	7,250.00	3,688.80	49.12-
10-20-300-1220	GRANTS IN AID	71,650.00	25,652.53	64.20-
10-20-300-2600	WAGE BENEFITS - COUNCIL	4,800.00	2,236.07	53.42-
NET Project 300: Legislative Government:		243,146.00	116,676.46	52.01-

Project 305: Administrative Functions

10-20-305-1000	SALARY - CHIEF ADMINISTRATIVE OFFICER	143,310.00	69,031.57	51.83-
10-20-305-1002	SALARY - CORPORATE OFFICER	93,730.00	46,749.57	50.12-
10-20-305-1003	SALARY - CHIEF FINANCIAL OFFICER	113,150.00	54,790.69	51.58-
10-20-305-1004	WAGES - EVENTS/OFFICE ASSIST.	61,289.00	30,280.70	50.59-
10-20-305-1005	WAGES - OFFICE ASSISTANT	47,000.00	22,715.25	51.67-
10-20-305-1006	WAGES - LEGISLATIVE ASSISTANT	66,030.00	32,870.78	50.22-
10-20-305-1010	WAGES - ACCOUNTING CLERK	67,752.00	32,084.01	52.64-
10-20-305-1011	WAGES - HR/EXECUTIVE ASSISTANT	69,525.00	35,879.56	48.39-
10-20-305-1050	STAFF MEALS	1,200.00	292.86	75.60-
10-20-305-1060	ADVERTISING GENERAL	6,000.00	3,490.76	41.82-
10-20-305-1065	CONSULTANT FEES - GENERAL	4,000.00	0.00	100.00-
10-20-305-1070	ANNUAL AUDIT - LEGISLATED	30,600.00	28,200.00	7.84-
10-20-305-1075	LEGAL FEES	60,000.00	16,989.61	71.68-
10-20-305-1080	PLANNING ENGINEERING SERVICES	12,000.00	5,757.50	52.02-

Appendix A: Actuals vs Provisional Budget

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 Version:010002-L58.81.03
 User ID: sclarke

DISTRICT OF FORT ST JAMES
ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:40

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
10-20-305-1085	LIABILITY INSURANCE	6,240.00	2,051.28	67.13-
10-20-305-1092	VEHICLE INSURANCE-Unit 51, 2015 Caravan	510.00	0.00	100.00-
10-20-305-1120	ADMIN MISCELLANEOUS	102.00	318.98	212.73
10-20-305-1122	CUPE MEETINGS & BUSINESS	650.00	1,181.43	81.76
10-20-305-1123	CUPE FUNCTIONS (RECOVERABLE)	0.00	150.00-	0.00
10-20-305-1124	RETENTION AND TEAM BUILDING	12,500.00	5,303.11	57.58-
10-20-305-1125	ADMIN MEMBERSHIPS	3,500.00	1,992.19	43.08-
10-20-305-1127	UNIT 51 FUEL & MAINT 2015 CARAVAN	500.00	107.45	78.51-
10-20-305-1135	TAX SALE EXPENSES	3,500.00	659.86	81.15-
10-20-305-1138	RECRUITING EXPENSES	6,500.00	5,470.83	15.83-
10-20-305-1140	ELECTION/REFERENDUM EXPENSES	510.00	0.00	100.00-
10-20-305-2600	CPP/EI/MPP/HEALTH/EHT/WCB	160,000.00	97,597.71	39.00-
10-20-305-2605	CONSULTING SERVICES - RBA	5,511.00	2,756.00	49.99-
	NET Project 305: Administrative Functions:	975,609.00	496,421.70	49.12-
Project 310: Office Costs				
10-20-310-1150	OFFICE SUPPLIES	16,000.00	8,616.79	46.15-
10-20-310-1160	POSTAGE COSTS	8,000.00	1,204.24	84.95-
10-20-310-1162	BANK FEES	7,140.00	4,735.37	33.68-
10-20-310-1170	TELEPHONE COSTS	7,500.00	3,618.77	51.75-
10-20-310-1175	FAX LINE CHARGES	1,224.00	523.42	57.24-
10-20-310-1200	PRINTING AND COPYING-Admin	8,000.00	4,928.65	38.39-
10-20-310-1210	OFFICE EQUIPMENT AND MAINTENANCE	10,000.00	572.11	94.28-
	NET Project 310: Office Costs:	57,864.00	24,199.35	58.18-
Project 312: Information Technology				
10-20-312-1150	COMPUTER UPGRADES	10,000.00	1,320.95	86.79-
10-20-312-1165	INTERNET	2,500.00	834.30	66.63-
10-20-312-1190	SOFTWARE MAINTENANCE	90,000.00	51,282.16	43.02-
10-20-312-1320	EMAIL/WEBSITE HOSTING AND MAINTENANCE	8,800.00	3,480.00	60.45-
	NET Project 312: Information Technology:	111,300.00	56,917.41	48.86-
Project 315: Training & Development				
10-20-315-1100	ADMINISTRATIVE TRAVEL	17,000.00	6,632.39	60.99-
10-20-315-1105	ADMIN SEMINARS AND CONFERENCES	7,000.00	5,780.82	17.42-
10-20-315-1110	EDUCATIONAL COURSES	25,000.00	6,768.23	72.93-
	NET Project 315: Training & Development:	49,000.00	19,181.44	60.85-

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Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
Project 320: Events				
10-20-320-1150	SUPPLIES/EVENT BANNERS/SIGNAGE	3,000.00	801.20	73.29-
10-20-320-1231	FIREWORKS	10,000.00	0.00	100.00-
10-20-320-1235	CANADA DAY COMMUNITY EVENT	8,000.00	4,318.15	46.02-
10-20-320-1238	HALLOWEEN	3,060.00	0.00	100.00-
10-20-320-1239	PITCH IN WEEK	1,000.00	389.91	61.01-
10-20-320-1242	FAMILY DAY	2,000.00	1,187.68	40.62-
10-20-320-1243	DAY OF MOURNING	250.00	324.79	29.92
10-20-320-1245	GO BY BIKE	2,000.00	0.00	100.00-
10-20-320-1247	NIGHT MARKET	4,500.00	0.00	100.00-
10-20-320-1255	BIRTHDAY BOOK INDUCTION EVENT	300.00	0.00	100.00-
10-20-320-1260	REMEMBRANCE DAY	1,250.00	0.00	100.00-
	NET Project 320: Events:	35,360.00	7,021.73	80.14-
Project 322: Economic Development				
10-20-322-1000	SALARY - ECONOMIC DEVELOPMENT	78,280.00	11,120.19	85.79-
10-20-322-1010	MEETING EXPENSES	1,020.00	0.00	100.00-
10-20-322-1060	ADVERTISING EC DEV	6,500.00	2,633.04	59.49-
10-20-322-1100	TRAVEL EC DEV	1,200.00	0.00	100.00-
10-20-322-1105	SEMINARS AND CONFERENCES	500.00	0.00	100.00-
10-20-322-1110	EDUCATIONAL COURSES - EDO	3,000.00	0.00	100.00-
10-20-322-1125	MEMBERSHIPS	714.00	388.50	45.59-
10-20-322-1165	ECONOMIC DEVELOPMENT TOOLS SUBSCRIPTION	1,600.00	0.00	100.00-
10-20-322-1344	SIGNAGE AND WAYFINDING PLAN	500.00	0.00	100.00-
10-20-322-1345	RESIDENT ATTRACTION & RETENTION (GRNT FU	0.00	255.00	0.00
10-20-322-1346	FOODCYCLER PILOT PROGRAM	37,500.00	35,816.15	4.49-
10-20-322-1350	Rural Transit Solutions Feasibility Expe	50,000.00	0.00	100.00-
10-20-322-1805	BRE-FACADE NDIT PROG	20,000.00	0.00	100.00-
10-20-322-2600	CPP/EI/MPP/HEALTH/EHT/WCB	20,600.00	3,694.22	82.07-
	NET Project 322: Economic Development:	221,414.00	53,907.10	75.65-
Project 325: Visitor Information Centre				
10-20-325-1000	WAGES - TOURISM	0.00	8,767.36	0.00
10-20-325-1001	WAGES - SUMMER WORKERS	27,200.00	0.00	100.00-
10-20-325-1087	PROPERTY INSURANCE	639.00	238.50	62.68-
10-20-325-1150	OFFICE SUPPLIES	1,100.00	0.00	100.00-
10-20-325-1162	INTERAC & CC EXPENSES	510.00	0.00	100.00-
10-20-325-1165	INTERNET EXPENSE	510.00	642.00	25.88

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10-20-325-1170	TELEPHONE EXPENSES	864.00	357.90	58.58-
10-20-325-1275	TOURIST BUILDING MAINTENANCE	4,080.00	1,066.23	73.87-
10-20-325-1280	BC HYDRO COSTS	480.00	172.90	63.98-
10-20-325-1285	PNG COSTS	1,600.00	962.62	39.84-
10-20-325-1300	GROUNDS UPKEEP	1,450.00	1,624.55	12.04
10-20-325-1305	ALARM MONITORING/JANITORIAL	1,400.00	82.63	94.10-
10-20-325-1800	SPECIAL PROJECTS - TOURISM	500.00	0.00	100.00-
10-20-325-2600	CPP/EI/MPP/HEALTH/EHT/WCB	9,000.00	0.00	100.00-
	NET Project 325: Visitor Information Centre:	49,333.00	13,914.69	71.79-
Project 330: Structures, Halls & Grounds				
10-20-330-1087	MUNICIPAL BUILDING PROPERTY INSURANCE	3,749.00	2,052.48	45.25-
10-20-330-1275	MUNICIPAL BUILDING MAINTENANCE	15,000.00	5,484.56	63.44-
10-20-330-1280	BC HYDRO COSTS	7,000.00	4,022.35	42.54-
10-20-330-1285	MUNICIPAL BUILDING JANITORIAL	19,000.00	7,754.81	59.19-
10-20-330-1305	MUNICIPAL BUILDING ALARM SYSTEM	3,600.00	1,160.52	67.76-
10-20-330-1306	BUILDING/ASSET APPRAISAL	5,500.00	3,922.02	28.69-
	NET Project 330: Structures, Halls & Grounds:	53,849.00	24,396.74	54.69-
Project 335: Planning & Development				
10-20-335-1000	LAND USE PLANNER/DEV SERVICES COORD	85,000.00	25,116.48	70.45-
10-20-335-1020	LAND USE PLANNING SOFTWARE	2,000.00	1,908.02	4.60-
10-20-335-1300	UBCM - LGDAP DEVELOPMENT DOCUMENT REVIT.	63,910.00	15,396.48	75.91-
10-20-335-1320	LOCAL GOV HOUSING INITIATIVES CAP	112,133.00	17,864.50	84.07-
10-20-335-2600	PLANNING CPP/EI/MPP/HEALTH/EHT/WCB	25,000.00	2,107.55	91.57-
	NET Project 335: Planning & Development:	288,043.00	62,393.03	78.34-
	TOTAL Dept 20: GENERAL GOVERNMENT EXPENSE:	2,084,918.00	875,029.65	58.03-
Dept 22: PROTECTIVE SERVICES				
Project 305: Administrative Functions				
10-22-305-1000	FIRE CHIEF SALARY	106,000.00	49,922.40	52.90-
10-22-305-1001	CHIEFOFFICER/BYLAW OFFICER 1	81,000.00	46,123.56	43.06-
10-22-305-1002	CHIEF OFFICER 2	92,185.00	50,952.42	44.73-
10-22-305-1003	Emerg Prog/Fire Train Centre Coord (EPC)	81,000.00	0.00	100.00-
10-22-305-1045	OFFICER COVERAGE	8,500.00	1,800.00	78.82-
10-22-305-1085	INSURANCE LIABILITY	5,100.00	1,737.68	65.93-
10-22-305-1086	FIRE FIGHTER HEALTH INSURANCE	6,000.00	2,658.00	55.70-

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10-22-305-1125	MEMBERSHIPS & SUBSCRIPTIONS	1,800.00	1,662.65	7.63-
10-22-305-1400	STANDBY FIRE DEPT	0.00	75.35	0.00
10-22-305-1410	V FIRE FIGHTER WAGES	55,000.00	10,866.20	80.24-
10-22-305-2600	CPP/EI/MPP/HEALTH/EHT/WCB	100,000.00	39,616.39	60.38-
10-22-305-3005	ADVERTISING - FD (Recruitment)	800.00	870.25	8.78
10-22-305-7215	UNIFORMS & CLOTHING	4,000.00	463.30	88.42-
	NET Project 305: Administrative Functions:	541,385.00	206,748.20	61.81-
Project 310: Office Costs				
10-22-310-1150	OFFICE SUPPLIES	3,500.00	2,292.07	34.51-
10-22-310-1170	FIREHALL TELEPHONE	5,202.00	2,249.89	56.75-
10-22-310-1195	OFFICE EQUIPMENT AND FIXTURES	4,872.00	1,830.77	62.42-
10-22-310-1198	PLOTTER/SCANNER LEASE & CONSUMABLES	6,800.00	1,677.76	75.33-
10-22-310-1500	INTERNET	1,900.00	853.86	55.06-
	NET Project 310: Office Costs:	22,274.00	8,904.35	60.02-
Project 315: Training & Development				
10-22-315-1105	CONVENTIONS AND SEMINARS	7,000.00	0.00	100.00-
10-22-315-1110	FIRE DEPT. TRAINING & DEVELOPMENT	25,500.00	15,177.65	40.48-
10-22-315-1435	FIRE PREVENTION	500.00	84.86	83.03-
	NET Project 315: Training & Development:	33,000.00	15,262.51	53.75-
Project 330: Structures, Halls & Grounds				
10-22-330-1087	FIREHALL BUILDING INSURANCE	5,784.00	2,874.00	50.31-
10-22-330-1275	FIREHALL BUILDING MAINTENANCE	12,240.00	2,957.73	75.84-
10-22-330-1280	BC HYDRO COSTS	9,700.00	3,167.36	67.35-
10-22-330-1285	PNG COSTS	10,000.00	8,022.87	19.77-
10-22-330-1305	FIREHALL JANITOR	8,500.00	3,238.90	61.90-
10-22-330-1440	HYDRANT MAINT. INTERNAL EXPENSE	11,365.00	5,682.48	50.00-
10-22-330-1519	GEN SET MAINT FIRE HALL	500.00	143.26	71.35-
	NET Project 330: Structures, Halls & Grounds:	58,089.00	26,086.60	55.09-
Project 340: Emergency Communications				
10-22-340-1170	CELL / SATELLITE PHONES	900.00	0.00	100.00-
10-22-340-1425	PAGERS/RADIOS REPAIR & REPLACE	14,000.00	9,263.59	33.83-
	NET Project 340: Emergency Communications:	14,900.00	9,263.59	37.83-
Project 350: Road Rescue				

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10-22-350-1092	RESCUE VEHICLE INSURANCE	1,326.00	574.47	56.68-
10-22-350-1455	RESCUE EQUIPMENT MAINT & SUPPLIES	2,040.00	22.22	98.91-
10-22-350-1460	FUEL & OIL - RESCUE VEHICLE	1,020.00	117.96	88.44-
10-22-350-1465	RESCUE TRAINING	15,300.00	8,477.36	44.59-
10-22-350-1570	MAINTENANCE - #RESCUE 11	3,570.00	373.49	89.54-
	NET Project 350: Road Rescue:	23,256.00	9,565.50	58.87-
Project 352: Sowchea Fire Hall				
10-22-352-1150	SOWCHEA FIRE HALL EXPENSES	4,000.00	2,043.55	48.91-
10-22-352-1519	GEN SET MAINT SOWCHEA FIRE HALL	500.00	270.42	45.92-
	NET Project 352: Sowchea Fire Hall:	4,500.00	2,313.97	48.58-
Project 355: Vehicles & Equipment				
10-22-355-1000	VEHICLE AND EQUIPMENT EXPENSE	20,400.00	1,419.44	93.04-
10-22-355-1092	FIRE DEPT VEHICLE INSURANCE	11,700.00	5,601.65	52.12-
10-22-355-1450	TOOLS & SUPPLIES	0.00	1,082.57	0.00
10-22-355-1455	EQUIPMENT OPERATION & SUPPLIES	5,610.00	608.10	89.16-
10-22-355-1460	FUEL & OIL	10,710.00	4,392.87	58.98-
10-22-355-1465	TURN OUT GEAR EXPENSE	12,240.00	542.17	95.57-
10-22-355-1470	SELF CONTAINED BREATHING APPARATUS	5,000.00	2,586.04	48.28-
10-22-355-1475	MAINTENANCE SQUAD #21 -2022 BUSH TRUCK	0.00	107.45	0.00
10-22-355-1480	FIREFIGHTING TOOLS & EQUIPMENT	10,200.00	409.48	95.99-
10-22-355-1569	MAINTENANCE - #LADDER 12	0.00	683.43	0.00
10-22-355-1570	MAINTENANCE - #ENGINE 11	0.00	750.69	0.00
10-22-355-1571	MAINTENANCE - #ENGINE 21	0.00	1,271.75	0.00
10-22-355-1575	MAINTENANCE #COMMAND-1 2023 FORD RANGER	0.00	161.18	0.00
10-22-355-1578	MAINTENANCE #TENDER-21	0.00	71.63	0.00
10-22-355-1580	MAINTENANCE ENGINE #14	0.00	781.18	0.00
10-22-355-1581	MAINTENANCE C2 RED GMC	0.00	1,054.93	0.00
10-22-355-1585	2022 TOYOTA RAV4 HYBRID (B-1)	0.00	4,926.80	0.00
	NET Project 355: Vehicles & Equipment:	75,860.00	26,451.36	65.13-
	TOTAL Dept 22: PROTECTIVE SERVICES:	773,264.00	304,596.08	60.61-
Dept 24: EMERGENCY TRAINING & MANAGEMENT				
Project 345: Fire Training Facility				
10-24-345-1087	TRAINING FACILITY PROPERTY INSURANCE	1,875.00	915.00	51.20-
10-24-345-1271	Fire Training Instructors - Fees & Trave	0.00	6,185.80	0.00

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10-24-345-1275	FTC BUILDING AND GROUNDS MAINTENANCE	5,000.00	4,659.13	6.82-
10-24-345-1276	SCBA MAINTENANCE	1,020.00	0.00	100.00-
10-24-345-1280	HYDRO Fire Training Centre	1,734.00	151.22	91.28-
10-24-345-1285	PACIFIC NORTHERN GAS-Fire Training Ctr	1,500.00	1,072.00	28.53-
10-24-345-1405	FTC TRAINING SUPPLIES	3,060.00	2,964.48	3.12-
10-24-345-1467	PROPANE - TRAINING	1,500.00	260.56	82.63-
	NET Project 345: Fire Training Facility:	15,689.00	16,208.19	3.31
Project 360: Emergency Management				
10-24-360-1110	MEP TRAINING EXPENSES	2,500.00	0.00	100.00-
10-24-360-1120	ESS TRAINING (RDBN FUNDED)	6,000.00	91.34	98.48-
10-24-360-1150	EMERGENCY PREPAREDNESS OFFICE EXPENSES	500.00	445.95	10.81-
10-24-360-1161	CONTRACTOR-EMERGENCY PLANNING	2,033.00	0.00	100.00-
10-24-360-1210	EMERGENCY MANAGEMENT EQUIPMENT	1,500.00	0.00	100.00-
10-24-360-1220	UBCM - FIRESMART COMMUNITY FUNDING (labo	0.00	1,109.76	0.00
10-24-360-1230	UBCM - COMMUNITY RESILIANCY INVESTMENT F	250,000.00	145,828.19	41.67-
10-24-360-1231	UBCM - COMMUNITY RESILIANCY 2023	0.00	2,115.46	0.00
10-24-360-1235	INDIGENOUS ENGAGEMENT GRANT	40,000.00	0.00	100.00-
10-24-360-1250	INTACT GRANT - MITIGATION EXPENSES	200,000.00	0.00	100.00-
10-24-360-1255	FIRESMART-Wildfire Community Preparednes	500.00	500.00	0.00
10-24-360-1270	JOINT ESS EXPENSES NW (GRANT FUNDED)	80,000.00	3,286.78	95.89-
10-24-360-1285	JOINT EOC EXPENSES NW (GRANT FUNDED)	80,000.00	374.76	99.53-
	NET Project 360: Emergency Management:	663,033.00	153,752.24	76.81-
	TOTAL Dept 24: EMERGENCY TRAINING & MANAGEMENT:	678,722.00	169,960.43	74.96-
Dept 26: OTHER PROTECTION				
Project 365: Ambulance Station				
10-26-365-1087	AMBULANCE STN INSURANCE	1,441.00	780.00	45.87-
10-26-365-1275	AMBULANCE STN REPAIRS	3,060.00	0.00	100.00-
	NET Project 365: Ambulance Station:	4,501.00	780.00	82.67-
Project 375: Building Inspection				
10-26-375-1030	BUILDING INSPECTOR CONTRACT	31,902.00	15,951.00	50.00-
	NET Project 375: Building Inspection:	31,902.00	15,951.00	50.00-
Project 380: Animal Control				
10-26-380-1085	INSURANCE	2,244.00	45.00	97.99-

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10-26-380-1150	KENNEL/ANIMAL CONTROL SUPPLIES	1,000.00	1,343.12	34.31
10-26-380-1151	VETERINARIAN EXPENSES	3,000.00	313.18	89.56-
10-26-380-1275	KENNEL BUILDING MAINT	5,000.00	1,921.06	61.58-
10-26-380-1285	UTILITIES - ANIMAL CONTROL/KENNEL	1,000.00	0.00	100.00-
10-26-380-1490	DOG TAGS (UBCM)	200.00	215.49	7.75
	NET Project 380: Animal Control:	12,444.00	3,837.85	69.16-
Project 390: Bylaw Enforcement				
10-26-390-1100	BYLAW ENFORCEMENT EXPENSES	4,470.00	81.79	98.17-
	NET Project 390: Bylaw Enforcement:	4,470.00	81.79	98.17-
	TOTAL Dept 26: OTHER PROTECTION:	53,317.00	20,650.64	61.27-
Dept 30: PUBLIC WORKS COMMON SERVICES				
Project 305: Administrative Functions				
10-30-305-1000	SALARY - SUPERINTENDENT	120,000.00	55,725.56	53.56-
10-30-305-1001	WAGES - FOREMAN	108,000.00	51,345.55	52.46-
10-30-305-1002	WAGES -PT ASSET & BUILDING ADMINISTRATIO	40,000.00	19,782.74	50.54-
10-30-305-1003	WAGES - CAPITAL ASSETS & PROJ COORDINATO	104,000.00	48,237.00	53.62-
10-30-305-1085	LIABILITY INSURANCE	7,500.00	3,210.04	57.20-
10-30-305-1092	JANITOR VAN INSUR/Fuel/Maint-Unit #50	3,000.00	822.64	72.58-
10-30-305-1110	PW TRAINING & DEVELOPMENT	22,040.00	19,688.19	10.67-
10-30-305-1111	STANDBY CHARGE	50,500.00	26,295.66	47.93-
10-30-305-1125	PW MEMBERSHIPS	765.00	519.01	32.16-
10-30-305-1150	SAFETY SUPPLIES	2,000.00	2,416.28	20.81
10-30-305-1155	PUBLIC WORKS OFFICE SUPPLIES	3,500.00	2,238.60	36.04-
10-30-305-1160	COMPUTER UPGRADES & ASSET MGMT SUPPL	10,530.00	5,346.11	49.23-
10-30-305-2360	RADIO LICENCE	714.00	719.36	0.75
10-30-305-2365	SAFETY MEETINGS	2,640.00	2,774.94	5.11
10-30-305-2368	COVERALLS	7,500.00	4,525.36	39.66-
10-30-305-2370	BOOT REFUNDS/MEDICALS/GLASSES - P.W. CRE	7,500.00	5,907.70	21.23-
10-30-305-2550	PW Recoverable Expense	0.00	2,974.83	0.00
10-30-305-2600	CPP/EI/MPP/HEALTH/EHT/WCB	98,810.00	53,338.41	46.02-
	NET Project 305: Administrative Functions:	588,999.00	305,867.98	48.07-
Project 355: Vehicles & Equipment				
10-30-355-1000	FLEET EXPENSE BUDGET PLACEHOLDER	325,000.00	0.00	100.00-
10-30-355-1085	FUEL TANK W DISPENSER LEASE	6,867.00	3,370.50	50.92-

Appendix A: Actuals vs Provisional Budget

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DISTRICT OF FORT ST JAMES
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Date: 17/07/2025
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Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
10-30-355-1086	ATTACHMENT MAINTENANCE AND REPAIRS	2,500.00	796.40	68.14-
10-30-355-1087	PUBLIC WORKS EQUIPMENT INSURANCE	4,677.00	2,149.98	54.03-
10-30-355-1092	PUBLIC WORKS VEHICLE INSURANCE	0.00	18,703.82	0.00
10-30-355-1450	SMALL TOOLS	0.00	713.56	0.00
10-30-355-1460	VEHICLE FUEL AND LUBRICANTS	0.00	45,166.37	0.00
10-30-355-1501	2013 SIERRA MAINT (UNIT 1)	0.00	666.72	0.00
10-30-355-1502	2023 Chev White Crew Cab (Unit 2)	0.00	454.27	0.00
10-30-355-1503	2014 SILVERADO CREW MAINT (UNIT 3)	0.00	295.90	0.00
10-30-355-1504	2024 SIERRA FLATDECK MAINT (UNIT 4)	0.00	445.19	0.00
10-30-355-1505	2006 SILVERADO (UNIT 5)	0.00	1,164.78	0.00
10-30-355-1506	2024 Chev Wht Crew (UNIT 6)	0.00	285.87	0.00
10-30-355-1507	2012 SILVERADO CREW MAINT (UNIT 7)	0.00	3,398.52	0.00
10-30-355-1508	2023 Chev Wht Crew (UNIT 8)	0.00	249.21	0.00
10-30-355-1509	FERRIS MOWER	0.00	1,326.82	0.00
10-30-355-1510	2011 SILVERADO CREW W/S MAINT (UNIT 10)	0.00	267.69	0.00
10-30-355-1511	1997 CAT EXCAVATOR MAINT (UNIT 11)	0.00	904.96	0.00
10-30-355-1512	2014 JD GRADER MAINT (UNIT 12)	0.00	1,484.11	0.00
10-30-355-1513	2024 KOMATSU LOADER MAINT (UNIT 13)	0.00	2,393.87	0.00
10-30-355-1514	SMALL TOOLS AND MAINTENANCE	0.00	2,371.95	0.00
10-30-355-1515	TOOLCAT MAINT (UNIT 15)	0.00	19,777.18	0.00
10-30-355-1516	SNOWBLOWER ATTACHMENT MAINT (UNIT 16)	0.00	976.90	0.00
10-30-355-1518	2022 JD BACKHOE/LOADER MAINT (UNIT 18)	0.00	8,826.59	0.00
10-30-355-1519	GEN SET MAINTENANCE (RESERVE)	0.00	358.16	0.00
10-30-355-1520	2012 SINGLE AXLE DUMP TRUCK MAINT (UNIT	0.00	2,336.33	0.00
10-30-355-1521	2016 SINGE AXLE DUMP TRUCK	0.00	1,301.35	0.00
10-30-355-1523	VACTOR MAINTENANCE (UNIT 23)	0.00	5,935.31	0.00
10-30-355-1524	2022 ELGIN SWEEPER (UNIT 24)	0.00	4,263.42	0.00
10-30-355-1526	2023 BOBCAT EXCAVATOR MINI (UNIT 26)	0.00	3,343.02	0.00
10-30-355-1529	2021 FORD F150 XLT HYBRID	0.00	1,683.31	0.00
10-30-355-1533	2004 PJ Trailer - Heavy flatdeck	0.00	107.45	0.00
10-30-355-1536	GEN SET MAINTENANCE (COTTONWOOD)	0.00	214.91	0.00
10-30-355-1590	SHOP SUPPLIES	21,000.00	9,872.36	52.99-
	NET Project 355: Vehicles & Equipment:	360,044.00	145,606.78	59.56-
Project 400: Works Shop/Yard				
10-30-400-1087	PROPERTY INSURANCE	7,690.00	4,357.50	43.34-
10-30-400-1150	OFFICE/SAFETY SUPPLIES	4,080.00	1,414.14	65.34-
10-30-400-1170	PUBLIC WORKS TELEPHONE/INTERNET	8,500.00	4,406.94	48.15-

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Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
10-30-400-1275	SHOP MAINTENANCE	58,575.00	35,468.01	39.45-
10-30-400-1280	PUBLIC WORKS SHOP POWER	4,800.00	2,404.76	49.90-
10-30-400-1285	PUBLIC WORKS SHOP PNG COSTS	20,000.00	9,497.80	52.51-
10-30-400-1519	GEN SET MAINT PW SHOP	1,200.00	143.27	88.06-
10-30-400-2350	YARD SEWER MAINTENANCE	1,421.00	1,371.72	3.47-
10-30-400-2355	YARD MAINTENANCE	30,000.00	25,446.84	15.18-
	NET Project 400: Works Shop/Yard:	136,266.00	84,510.98	37.98-
Project 414: Boulevards				
10-30-414-1255	STREET LIGHTING - HYDRO	75,000.00	35,347.29	52.87-
	NET Project 414: Boulevards:	75,000.00	35,347.29	52.87-
	TOTAL Dept 30: PUBLIC WORKS COMMON SERVICES:	1,160,309.00	571,333.03	50.76-
Dept 32: ROADS AND STREETS				
Project 410: Gravel Roads				
10-32-410-1087	DOUGLAS ST. BRIDGE INSURANCE	1,122.00	624.00	44.39-
10-32-410-1600	ROAD BASE REPAIR	25,000.00	2,840.99	88.64-
10-32-410-1605	ROAD GRADING	15,750.00	14,478.46	8.07-
10-32-410-1610	DUST CONTROL	38,000.00	16,964.26	55.36-
10-32-410-1615	FIRE HYDRANT MAINTENANCE & REPAIR	10,000.00	76.66	99.23-
	NET Project 410: Gravel Roads:	89,872.00	34,984.37	61.07-
Project 412: Paved Roads				
10-32-412-1620	HAND PATCHING	4,200.00	3,097.27	26.26-
10-32-412-1630	CRACK SEALING	10,200.00	3,470.89	65.97-
10-32-412-1635	SHOULDER GRADING	2,550.00	1,149.66	54.92-
10-32-412-1640	STREET SWEEPING	26,530.00	22,466.95	15.31-
	NET Project 412: Paved Roads:	43,480.00	30,184.77	30.58-
Project 414: Boulevards				
10-32-414-1640	STREET LIGHTING MAINTENANCE	3,570.00	0.00	100.00-
10-32-414-1650	MACHINE MOWING	20,200.00	8,244.12	59.19-
10-32-414-1660	HAND BRUSHING	6,000.00	2,551.01	57.48-
10-32-414-1665	SIDEWALK REPAIR	3,570.00	81.84	97.71-
10-32-414-1670	BOULEVARDS HORTICULTURE	25,000.00	23,463.83	6.14-
10-32-414-1675	TREE MAINTENANCE	10,000.00	9,696.01	3.04-
10-32-414-1685	FIXTURE REPAIRS	1,639.00	0.00	100.00-

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10-32-414-1690	BANNERS	4,500.00	0.00	100.00-
10-32-414-1915	DIGITAL SIGN MAINTENANCE	1,061.00	0.00	100.00-
	NET Project 414: Boulevards:	75,540.00	44,036.81	41.70-
Project 416: Drainage				
10-32-416-1700	CULVERT INSTALLATION	0.00	205.10	0.00
10-32-416-1705	DITCH CLEANING	27,300.00	3,771.30	86.19-
10-32-416-1710	CULVERT REPAIRS	18,000.00	13,873.93	22.92-
10-32-416-1715	DRAINAGE IMPROVEMENTS	5,250.00	2,531.30	51.78-
10-32-416-1720	BRIDGE REPAIR	4,368.00	0.00	100.00-
10-32-416-1725	ENVIRONMENTAL CONTRACT SERVICES	3,713.00	0.00	100.00-
	NET Project 416: Drainage:	58,631.00	20,381.63	65.24-
Project 418: Winter Activities				
10-32-418-1750	ROAD SANDING & SALTING	63,000.00	31,876.61	49.40-
10-32-418-1760	ROAD PLOWING	90,000.00	37,359.43	58.49-
10-32-418-1765	SNOW REMOVAL	130,000.00	69,975.93	46.17-
10-32-418-1770	SIDEWALK CLEANING	25,200.00	19,234.65	23.67-
10-32-418-1775	DRAINAGE THAWING	16,380.00	17,748.38	8.35
10-32-418-1780	CHRISTMAS BEAUTIFICATION	6,000.00	1,655.71	72.40-
	NET Project 418: Winter Activities:	330,580.00	177,850.71	46.20-
Project 420: Special Projects				
10-32-420-1800	SPECIAL PROJECTS	2,000.00	439.00	78.05-
10-32-420-1810	CANADA DAY	2,500.00	1,242.90	50.28-
10-32-420-1822	PORTABLE POTTIES	525.00	2,681.94	410.85
	NET Project 420: Special Projects:	5,025.00	4,363.84	13.16-
	TOTAL Dept 32: ROADS AND STREETS:	603,128.00	311,802.13	48.30-
Dept 34: TRANSPORTATION SERVICES				
Project 142: Seniors Helping Seniors				
10-34-142-1000	SHS WAGES	23,300.00	5,409.50	76.78-
10-34-142-1030	SHS PER DIEMS	18,000.00	7,895.00	56.14-
10-34-142-1092	SHS VEHICLE INSURANCE	8,400.00	1,557.31	81.46-
10-34-142-1170	SHS PHONE	0.00	331.16	0.00
10-34-142-1190	SHS Safety & Misc	500.00	0.00	100.00-
10-34-142-1460	SHS FUELS AND LUBRICANTS	9,180.00	3,758.58	59.06-

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Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
10-34-142-1552	2020 Dodge Caravan (Unit 52)	2,130.00	370.01	82.63-
10-34-142-1553	2023 PACIFICA WHEELCHAIR VAN (UNIT 53)	2,130.00	227.49	89.32-
10-34-142-1821	SHS PROJECTS	300.00	0.00	100.00-
	NET Project 142: Seniors Helping Seniors:	63,940.00	19,549.05	69.43-
Project 425: Traffic Costs				
10-34-425-1825	SIGN MAINTENANCE	9,500.00	3,284.03	65.43-
10-34-425-1827	ROTARY SIGN MAINTENANCE	675.00	70.99	89.48-
10-34-425-1830	ROAD MARKING	9,832.00	10,055.10	2.27
	NET Project 425: Traffic Costs:	20,007.00	13,410.12	32.97-
	TOTAL Dept 34: TRANSPORTATION SERVICES:	83,947.00	32,959.17	60.74-
Dept 38: AIRPORT				
Project 435: Airport Costs				
10-38-435-1085	AIRPORT LIABILITY	13,566.00	6,475.02	52.27-
10-38-435-1087	AIRPORT PROPERTY INSURANCE	335.00	199.50	40.45-
10-38-435-1110	AIRPORT TRAINING	5,100.00	0.00	100.00-
10-38-435-1620	MACHINE & HAND PATCHING	1,159.00	0.00	100.00-
10-38-435-1765	SNOW REMOVAL AIRPORT	7,500.00	3,210.74	57.19-
10-38-435-1840	AIRPORT MAINTENANCE & OPERATION	16,050.00	8,289.11	48.35-
10-38-435-1845	AIRPORT WATER SYSTEM	408.00	0.00	100.00-
10-38-435-1850	AIRPORT POWER	5,100.00	2,386.09	53.21-
	NET Project 435: Airport Costs:	49,218.00	20,560.46	58.23-
	TOTAL Dept 38: AIRPORT:	49,218.00	20,560.46	58.23-
Dept 40: MARINA				
Project 440: Marina Facility				
10-40-440-1030	WAGES - MARINA	30,500.00	6,188.07	79.71-
10-40-440-1085	LIABILITY INSURANCE	8,239.00	4,038.48	50.98-
10-40-440-1087	MARINA PROPERTY INSURANCE	1,039.00	563.52	45.76-
10-40-440-1120	MISCELLANEOUS CHARGES	2,598.00	905.95	65.13-
10-40-440-1162	INTERAC FEES	918.00	0.00	100.00-
10-40-440-1275	DOCK REPAIRS & MAINTENANCE / EVALUATION	7,500.00	6,886.88	8.17-
10-40-440-1280	MARINA HYDRO AND PHONE	1,850.00	1,390.20	24.85-
10-40-440-1540	MARINA HOUSE MAINTENANCE	2,730.00	3,594.84	31.68
	NET Project 440: Marina Facility:	55,374.00	23,567.94	57.44-

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TOTAL Dept 40: MARINA:		55,374.00	23,567.94	57.44-
Dept 41: Cottonwood Campground				
Project 445: Campground				
10-41-445-1000	WAGES - CAMPGROUND	18,000.00	5,714.12	68.25-
10-41-445-1275	CAMPGROUND MAINTENANCE	2,663.00	563.75	78.83-
NET Project 445: Campground:		20,663.00	6,277.87	69.62-
TOTAL Dept 41: Cottonwood Campground:		20,663.00	6,277.87	69.62-
Dept 42: ENVIRONMENTAL SERVICES				
Project 450: Environmental Services				
10-42-450-1055	GARBAGE ADMINISTRATION	6,790.00	3,378.48	50.24-
10-42-450-1460	GARBAGE TRUCK FUELS & LUBRICANTS	14,000.00	0.00	100.00-
10-42-450-1900	GARBAGE RATE DISCOUNTS	4,488.00	2,555.60	43.06-
10-42-450-1905	GARBAGE COLLECTION	113,000.00	52,789.62	53.28-
10-42-450-1910	GARBAGE TRUCK MAINTENANCE (Unit 22)	7,753.00	21,272.60	174.38
10-42-450-1915	GARBAGE CONTAINER MAINTENANCE	2,500.00	2,956.00	18.24
10-42-450-1925	LITTER PICK-UP	6,981.00	4,325.30	38.04-
NET Project 450: Environmental Services:		155,512.00	87,277.60	43.88-
Project 455: Recycling				
10-42-455-1087	RECYCLING PROPERTY INSURANCE	381.00	193.50	49.21-
10-42-455-1155	RECYCLING TRANSPORTATION	200.00	31.86	84.07-
10-42-455-1275	RECYCLING BUILDING MAINTENANCE	2,000.00	462.40	76.88-
NET Project 455: Recycling:		2,581.00	687.76	73.35-
TOTAL Dept 42: ENVIRONMENTAL SERVICES:		158,093.00	87,965.36	44.36-
Dept 44: CEMETERY				
Project 230: Cemetery				
10-44-230-1087	Cemetary Columbarium insurance	0.00	45.00	0.00
10-44-230-2005	PLOT REPAIR	3,150.00	306.93	90.26-
10-44-230-2015	BURIALS	8,500.00	2,280.62	73.17-
10-44-230-2020	INSTALLATION OF HEADSTONES	4,000.00	4,079.01	1.98
10-44-230-2210	CEMETERY LAWN CARE	5,250.00	4,878.48	7.08-
10-44-230-2215	CEMETERY HORTICULTURE	5,462.00	1,187.33	78.26-

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	NET Project 230: Cemetery:	26,362.00	12,777.37	51.53-
	TOTAL Dept 44: CEMETERY:	26,362.00	12,777.37	51.53-
Dept 48: RECREATION AND CULTURE				
Project 100: Arena				
10-48-100-0235	ARENA VENDING MACHINE	600.00	0.00	100.00-
10-48-100-1000	ARENA LABOUR COSTS	153,000.00	63,356.96	58.59-
10-48-100-1055	ADMINISTRATION	11,486.00	5,715.00	50.24-
10-48-100-1085	ARENA INSURANCE LIABILITY	4,080.00	1,491.08	63.45-
10-48-100-1087	ARENA PROPERTY INSURANCE	25,438.00	13,715.52	46.08-
10-48-100-1110	ARENA TRAINING & DEVELOPMENT	5,325.00	6,150.62	15.50
10-48-100-1170	ARENA TELEPHONE	2,550.00	1,186.62	53.47-
10-48-100-1275	ARENA BUILDING MAINTENANCE	20,000.00	6,790.12	66.05-
10-48-100-1280	ARENA PNG	16,320.00	10,630.59	34.86-
10-48-100-1281	ARENA BC HYDRO	41,000.00	21,261.30	48.14-
10-48-100-1285	SPEEDSKATING HYDRO	1,836.00	1,596.66	13.04-
10-48-100-1305	JANITORIAL SUPPLIES	2,500.00	1,006.20	59.75-
10-48-100-2300	ARENA MATERIALS & SUPPLIES	5,100.00	1,019.69	80.01-
10-48-100-2310	ARENA PLANT MAINTENANCE	7,500.00	2,250.20	70.00-
10-48-100-2320	ZAMBONI COSTS	5,460.00	497.73	90.88-
10-48-100-2340	FIRE ALARM MONITORING	1,200.00	318.69	73.44-
	NET Project 100: Arena:	303,395.00	136,986.98	54.85-
Project 105: Community Centre				
10-48-105-1087	INSURANCE - COMMUNITY CENTRE	6,407.00	3,472.98	45.79-
10-48-105-1162	INTERAC FEES	510.00	0.00	100.00-
10-48-105-1275	COM CTR BUILDING MAINT	10,920.00	3,584.52	67.17-
10-48-105-1280	COMMUNITY CENTRE HYDRO	8,500.00	5,133.43	39.61-
10-48-105-1285	COMMUNITY CENTRE PNG	7,500.00	4,582.78	38.90-
10-48-105-1286	COMMUNITY CENTRE INTERNET	2,040.00	987.21	51.61-
10-48-105-1287	JANITORIAL/SUPPLIES	25,000.00	11,557.71	53.77-
10-48-105-1519	GEN SET MAINT COMM CTR	1,200.00	107.45	91.05-
10-48-105-2360	LICENCES	200.00	0.00	100.00-
	NET Project 105: Community Centre:	62,277.00	29,426.08	52.75-
Project 120: Recreation Programs				
10-48-120-2260	SUMMER RECREATION PROGRAM	30,000.00	664.79	97.78-

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10-48-120-2270	REC PROGRAMS-SUPPLIES	0.00	125.93	0.00
	NET Project 120: Recreation Programs:	30,000.00	790.72	97.36-
Project 130: Curling Club				
10-48-130-1087	INSURANCE - CURLING CLUB	6,424.00	3,175.50	50.57-
10-48-130-1275	BUILDING MAINTENANCE - CURLING RINK	20,000.00	6,461.42	67.69-
10-48-130-2310	CURLING RINK PLANT MAINTENANCE	3,500.00	3,540.38	1.15
	NET Project 130: Curling Club:	29,924.00	13,177.30	55.96-
Project 135: Music Makers				
10-48-135-1087	MUSIC MAKERS PROPERTY INSURANCE	1,455.00	785.52	46.01-
10-48-135-1275	MUSIC MAKERS - BUILDING AND GROUNDS MAIN	13,000.00	12,950.54	0.38-
	NET Project 135: Music Makers:	14,455.00	13,736.06	4.97-
Project 140: Community Arts Council				
10-48-140-1087	PMA BUILDING INSURANCE	1,804.00	974.52	45.98-
10-48-140-1275	BUILDING AND GROUNDS MAINTENANCE	9,590.00	1,409.55	85.30-
	NET Project 140: Community Arts Council:	11,394.00	2,384.07	79.08-
Project 145: Seniors Rec Centre				
10-48-145-1087	SENIORS REC CTR INSURANCE	1,110.00	599.52	45.99-
10-48-145-1275	SENIORS CENTRE BUILDING MAINTENANCE	2,550.00	1,373.26	46.15-
	NET Project 145: Seniors Rec Centre:	3,660.00	1,972.78	46.10-
Project 146: Seniors Helping Sr Shop				
10-48-146-1087	LEGION BUILDING INSURANCE	1,110.00	0.00	100.00-
10-48-146-1275	LEGION BUILDING MAINTENANCE	8,500.00	504.78	94.06-
	NET Project 146: Seniors Helping Sr Shop:	9,610.00	504.78	94.75-
Project 470: Parks General				
10-48-470-0725	MEMORIAL PLAQUES AND BENCHES	2,123.00	271.13	87.23-
10-48-470-1087	PROPERTY INSURANCE	4,317.00	2,604.48	39.67-
	NET Project 470: Parks General:	6,440.00	2,875.61	55.35-
Project 471: Spirit Square				
10-48-471-1087	SPIRIT SQUARE PROPERTY INSURANCE	123.00	0.00	100.00-
10-48-471-1275	SPIRIT SQUARE LEASE BUILDING MAINT.	3,000.00	0.00	100.00-
10-48-471-1280	SPIRIT SQUARE HYDRO COSTS	1,900.00	916.03	51.79-

Appendix A: Actuals vs Provisional Budget

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DISTRICT OF FORT ST JAMES
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Date: 17/07/2025
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Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
10-48-471-2210	SPIRIT SQUARE LAWN CARE	7,500.00	1,241.48	83.45-
10-48-471-2215	HORTICULTURE	7,500.00	3,010.41	59.86-
10-48-471-2220	FIXTURES	7,000.00	92.94	98.67-
10-48-471-2235	WASHROOM MAINTENANCE	5,000.00	1,724.22	65.52-
	NET Project 471: Spirit Square:	32,023.00	6,985.08	78.19-
Project 472: Goodwin Park				
10-48-472-1280	HYDRO COSTS - Goodwin	1,020.00	61.71	93.95-
10-48-472-2210	GOODWIN LAWN CARE	4,793.00	4,221.96	11.91-
10-48-472-2215	GOODWIN HORTICULTURE	2,500.00	811.57	67.54-
10-48-472-2220	FIXTURES	2,000.00	976.84	51.16-
10-48-472-2225	PLAY EQUIPMENT	2,500.00	0.00	100.00-
10-48-472-2230	PARK MAINTENANCE & IMPROVEMENTS	4,000.00	1,164.20	70.90-
10-48-472-2233	SPLASH PARK MAINTENANCE	3,000.00	1,313.00	56.23-
10-48-472-2235	WASHROOM MAINTENANCE	1,310.00	906.01	30.84-
10-48-472-2240	TENNIS COURT MAINTENANCE	1,050.00	0.00	100.00-
	NET Project 472: Goodwin Park:	22,173.00	9,455.29	57.36-
Project 474: Cottonwood Park				
10-48-474-1280	COTTONWOOD PARK HYDRO COSTS	1,800.00	1,605.19	10.82-
10-48-474-1605	PARKING LOT GRADING	1,065.00	63.71	94.02-
10-48-474-2210	COTTONWOOD LAWN CARE	6,500.00	10,725.94	65.01-
10-48-474-2215	COTTONWOOD HORTICULTURE	4,000.00	3,313.07	17.17-
10-48-474-2220	FIXTURES	6,000.00	1,291.31	78.48-
10-48-474-2225	PLAY EQUIPMENT	8,500.00	1,353.00	84.08-
10-48-474-2230	PARK IMPROVEMENTS	5,200.00	896.22	82.77-
10-48-474-2235	WASHROOMS MAINTENANCE	3,150.00	1,048.11	66.73-
10-48-474-2240	HYDRO SHACK	525.00	647.44	23.32-
	NET Project 474: Cottonwood Park:	36,740.00	20,943.99	42.99-
Project 476: Five Corners				
10-48-476-2215	F C HORTICULTURE/LAWN CARE	3,675.00	2,480.75	32.50-
10-48-476-2220	FIXTURES	420.00	128.13	69.49-
	NET Project 476: Five Corners:	4,095.00	2,608.88	36.29-
Project 478: Sonny Hamper Ball Diamond				
10-48-478-1280	SONNY HAMPER DIAMOND HYDRO	204.00	64.94	68.17-
10-48-478-2220	FIXTURES	2,730.00	319.25	88.31-

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10-48-478-2230	DIAMOND/DOG PARK MAINTENANCE & IMPROVEME	5,460.00	14,992.27	174.58
	NET Project 478: Sonny Hamper Ball Diamond:	8,394.00	15,376.46	83.18
Project 482: Russ Baker Memorial Park				
10-48-482-2230	RUSS BAKER PARK MAINTENANCE	1,050.00	127.42	87.86-
	NET Project 482: Russ Baker Memorial Park:	1,050.00	127.42	87.86-
	TOTAL Dept 48: RECREATION AND CULTURE:	575,630.00	257,351.50	55.29-
Dept 50: PUBLIC LIBRARY				
Project 305: Administrative Functions				
10-50-305-1000	WAGES HEAD LIBRARIAN	0.00	41,308.86	0.00
10-50-305-1001	WAGES ASSISTANT LIBRARIAN	0.00	28,863.45	0.00
10-50-305-1002	WAGES OTHER	0.00	10,889.46	0.00
10-50-305-1003	CALP COORDINATOR	0.00	9,870.61	0.00
10-50-305-1005	LIBRARY WAGES LIBRARY ASST 2	0.00	10,881.00	0.00
10-50-305-1006	WAGES CASUAL LABOUR	0.00	6,302.99	0.00
10-50-305-1110	EDUCATION AND TRAVEL	0.00	4,093.02	0.00
10-50-305-2600	LIBRARY CPP/EI/MPP/HEALTH/WCB	0.00	25,528.81	0.00
10-50-305-2610	LIBRARY BUDGET PLACE HOLDER	271,421.00	0.00	100.00-
	NET Project 305: Administrative Functions:	271,421.00	137,738.20	49.25-
Project 310: Office Costs				
10-50-310-1150	OFFICE SUPPLIES	0.00	345.95	0.00
10-50-310-1170	LIBRARY TELEPHONE AND MODEM	0.00	1,632.88	0.00
	NET Project 310: Office Costs:	0.00	1,978.83	0.00
Project 330: Structures, Halls & Grounds				
10-50-330-1087	LIBRARY BUILDING INSURANCE	5,765.00	3,011.52	47.76-
10-50-330-1275	LIBRARY BUILDING MAINTENANCE	5,380.00	3,527.08	34.44-
10-50-330-1280	BC HYDRO COSTS	11,700.00	6,783.01	42.03-
10-50-330-1305	JANITORIAL/ALARM SYSTEM - LIBRARY	14,438.00	6,713.27	53.50-
	NET Project 330: Structures, Halls & Grounds:	37,283.00	20,034.88	46.26-
	TOTAL Dept 50: PUBLIC LIBRARY:	308,704.00	159,751.91	48.25-
Dept 58: FISCAL SERVICES				
Project 275: PILT Collection				

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10-58-275-0871	PILT REMITTANCES	30,600.00	0.00	100.00-
	NET Project 275: PILT Collection:	30,600.00	0.00	100.00-
Project 280: Other Gov't Collections				
10-58-280-0870	LOCAL SCHOOL TAX REMITTANCES	963,476.00	0.00	100.00-
10-58-280-0877	POLICE TAXES	113,668.00	0.00	100.00-
10-58-280-0880	NORTHERN INTERIOR REGIONAL HOSPITAL REMI	486,228.00	0.00	100.00-
10-58-280-0885	REGIONAL DISTRICT TAX REMITTANCES	433,989.00	0.00	100.00-
10-58-280-0890	MFA TAX REMITTANCES	87.00	0.00	100.00-
10-58-280-0895	BC ASSESSMENT AUTHORITY TAX REMITTANCES	32,752.00	0.00	100.00-
	NET Project 280: Other Gov't Collections:	2,030,200.00	0.00	100.00-
Project 490: Debt Charges				
10-58-490-2480	COMMUNITY CENTRE PRINCIPAL (LT DEBT BYLA	11,208.00	11,207.88	0.00
10-58-490-2482	COMMUNITY CENTRE INTEREST (LT DEBT BYLAW	13,781.00	6,890.27	50.00-
10-58-490-2484	RESCUE TRUCK PRINCIPAL (LT DEBT BYLAW 92	6,547.00	6,546.56	0.01-
10-58-490-2486	RESCUE TRUCK INTEREST (LT DEBT BYLAW 922	5,512.00	2,756.12	50.00-
10-58-490-2490	BANK INTEREST	0.00	680.63-	0.00
	NET Project 490: Debt Charges:	37,048.00	26,720.20	27.88-
Project 492: Contributions				
10-58-492-2700	TO GENERAL CAPITAL FUND	15,000.00	0.00	100.00-
10-58-492-2701	TO ARENA RESERVE	10,000.00	0.00	100.00-
10-58-492-2705	TO PUBLIC WORKS RESERVE	376,000.00	0.00	100.00-
10-58-492-2706	TO SANITATION RESERVE	16,067.00	0.00	100.00-
10-58-492-2707	TO ROADS RESERVE	50,000.00	0.00	100.00-
10-58-492-2715	TO CEMETERY CARE FUND	1,500.00	0.00	100.00-
10-58-492-2720	TO AMBULANCE STATION RESERVE	17,561.00	0.00	100.00-
10-58-492-2730	TO FIRE EQUIPMENT RESERVE	425,000.00	0.00	100.00-
10-58-492-2740	TO PARKS & RECREATION RESERVE	8,000.00	0.00	100.00-
10-58-492-2742	TO GOVERNMENT BUILDINGS RESERVE	61,595.00	0.00	100.00-
10-58-492-2746	TO SR TRANSIT - VAN REPLACEMENT RESERVE	20,000.00	0.00	100.00-
10-58-492-2747	TO UBCM Com Works Fund (CWF) DEFERRED RE	123,412.00	0.00	100.00-
10-58-492-2749	TO AIRPORT RESERVE	2,285.00	0.00	100.00-
10-58-492-2751	TO NW BC REG FUNDING RESERVE	5,511,291.00	0.00	100.00-
	NET Project 492: Contributions:	6,637,711.00	0.00	100.00-
Project 496: Other Fiscal				

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10-58-496-0625	ROUNDING	3.00-	0.08-	97.33-
	NET Project 496: Other Fiscal:	3.00-	0.08-	97.33-
	TOTAL Dept 58: FISCAL SERVICES:	8,735,556.00	26,720.12	99.69-
	TOTAL Fund 10: General Fund:	0.00	10,345,491.29-	0.00

Fund 15: General Capital

Dept 12: CONDITIONAL TRANSFERS FROM OTHER GOV'TS

Project 040: Provincial

15-12-040-0821	BC ACTIVE TRANSPORTATION	17,500.00-	21,175.36-	21.00
15-12-040-0826	REDIP-ED GRANT MARINA REVIT. PLANS	51,146.00-	0.00	100.00-
15-12-040-0828	SPARC Local Comm Accessibility Grant	25,000.00-	0.00	100.00-
15-12-040-0830	RESIDENT ATTRACTION & RETENTION GRANT	27,893.00-	0.00	100.00-
15-12-040-0840	NDIT - MAIN STREET REVIT PLAN GRANT	3,494.00-	3,494.34-	0.01
15-12-040-0845	ICIP - NORTHERN COM GRNT - ARENA	2,733,806.00-	0.00	100.00-
15-12-040-0846	GRANT - AIRPORT	800,000.00-	0.00	100.00-
15-12-040-0847	GREEN MUNI FUND - FIRE HALL FEAS	152,370.00-	0.00	100.00-
15-12-040-0856	RDBN CCBF Fed Gas Tax Grant (2024, one-t	45,049.00-	17,913.76	139.77-
	NET Project 040: Provincial:	3,856,258.00-	6,755.94-	99.82-
	TOTAL Dept 12: CONDITIONAL TRANSFERS FROM OTHER GOV'TS:	3,856,258.00-	6,755.94-	99.82-

Dept 16: OTHER TRANSFERS & OTHER GOV'T COLLECTION

Project 040: Provincial

15-16-040-0952	SALE OF ASSETS	75,000.00-	1,142.86-	98.48-
15-16-040-0955	DONATIONS	50,000.00-	50,000.00-	0.00
	NET Project 040: Provincial:	125,000.00-	51,142.86-	59.09-

Project 250: Miscellaneous Revenue

15-16-250-0954	INSURANCE RECOVERY	0.00	14,009.14-	0.00
	NET Project 250: Miscellaneous Revenue:	0.00	14,009.14-	0.00

Project 290: Own Funds

15-16-290-0935	TRANSFER FROM GENERAL	15,000.00-	0.00	100.00-
15-16-290-0940	CONTRIBUTION FROM CARBON TAX RESERVE	239,791.00-	0.00	100.00-
15-16-290-0941	CONTRIBUTION FROM GOVT BUILDING RESERVE	170,500.00-	0.00	100.00-
15-16-290-0942	CONTRIBUTION FROM SANITATION RESERVE	25,000.00-	0.00	100.00-

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15-16-290-0943	CONTRIBUTION FROM GROWING COM.FUND RES	338,270.00-	0.00	100.00-
15-16-290-0944	CONTRIBUTION FROM CEMETERY RESERVE	35,000.00-	0.00	100.00-
15-16-290-0946	CONTRIBUTION FROM ROADS RESERVE	385,000.00-	0.00	100.00-
15-16-290-0947	CONTRIBUTION FROM FIRE RESERVE	1,323,000.00-	0.00	100.00-
15-16-290-0950	CONTRIBUTION FROM COMMUNITY FOREST RESER	706,328.00-	0.00	100.00-
15-16-290-0956	CONTRIBUTION FROM PUBLIC WORKS RESERVE	384,033.00-	0.00	100.00-
15-16-290-0960	CONTRIBUTION FROM PARKS & REC RESERVE	17,694.00-	0.00	100.00-
15-16-290-0965	CONTRIBUTION FROM COVID SAFE RESTART RES	36,415.00-	0.00	100.00-
15-16-290-0966	CONTRIBUTION FROM NCPG RESERVE	300,000.00-	0.00	100.00-
15-16-290-0967	CONTRIBUTION FROM NWBC RBA RESERVE	385,000.00-	0.00	100.00-
	NET Project 290: Own Funds:	4,361,031.00-	0.00	100.00-
	TOTAL Dept 16: OTHER TRANSFERS & OTHER GOV'T COLLECTION:	4,486,031.00-	65,152.00-	98.55-

Dept 20: GENERAL GOVERNMENT EXPENSE

Project 500: Capital

15-20-500-3000	AIRPORT UPGRADE (BCAAP)	1,000,000.00	7,483.23	99.25-
15-20-500-3001	AIRPORT CAPITAL OTHER	50,000.00	33,990.69	32.02-
15-20-500-3005	MUNICIPAL OFFICE GEOTHERMAL HEATING	15,465.00	40,445.28	161.53
15-20-500-3006	COUNCIL CHAMBER UPGRADES	5,000.00	0.00	100.00-
15-20-500-3008	LAND PURCHASE	35,000.00	30,300.12	13.43-
15-20-500-3012	Municipal Office Kitchen Reconfiguration	17,500.00	11,816.75	32.48-
15-20-500-3025	MAIN STREET REVITALIZATION PLAN (Sp Sq)	6,989.00	6,988.69	0.00
15-20-500-3030	SENIORS REC CENTRE RENOVATION	10,000.00	0.00	100.00-
15-20-500-3036	New Server and UPS (2025)	15,950.00	0.00	100.00-
15-20-500-3050	TRANSPORTATION NETWORK PLAN	29,770.00	29,925.22	0.52
15-20-500-3060	DEMOLITION OF DERELICT BUILDINGS	43,000.00	0.00	100.00-
15-20-500-3070	Accessible/Community SPACE PILOT PROJECT	15,000.00	12,602.20	15.99-
	NET Project 500: Capital:	1,243,674.00	173,552.18	86.05-
	TOTAL Dept 20: GENERAL GOVERNMENT EXPENSE:	1,243,674.00	173,552.18	86.05-

Dept 22: PROTECTIVE SERVICES

Project 500: Capital

15-22-500-3109	FIRE APPARATUS	1,323,000.00	0.00	100.00-
15-22-500-3112	2022 TOYOTA RAV4 HYBRID (B1) PURCHASE	45,000.00	44,700.32	0.67-
15-22-500-3125	FIRE HALL FEASIBILITY DESIGN STUDY-GRNT	304,750.00	0.00	100.00-
	NET Project 500: Capital:	1,672,750.00	44,700.32	97.33-

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TOTAL Dept 22: PROTECTIVE SERVICES:		1,672,750.00	44,700.32	97.33-
Dept 26: OTHER PROTECTION				
Project 380: Animal Control				
15-26-380-3000	Kennel at PW Yard	0.00	4,019.32	0.00
NET Project 380: Animal Control:		0.00	4,019.32	0.00
TOTAL Dept 26: OTHER PROTECTION:		0.00	4,019.32	0.00
Dept 30: PUBLIC WORKS COMMON SERVICES				
Project 500: Capital				
15-30-500-3011	PW Container Shed Roof	45,000.00	0.00	100.00-
15-30-500-3015	PW Shop Concrete Floor Repair	60,000.00	55,127.20	8.12-
15-30-500-3203	BANNERS & STREET	5,000.00	0.00	100.00-
15-30-500-3206	CHRISTMAS DECORATIONS	10,000.00	0.00	100.00-
15-30-500-3211	DOWNTOWN BEAUTIFICATION	5,000.00	0.00	100.00-
15-30-500-3212	PAVING	770,000.00	0.00	100.00-
15-30-500-3214	PLOW/DUMP TRUCK	378,768.00	0.00	100.00-
15-30-500-3215	SIDEWALKS	100,000.00	0.00	100.00-
15-30-500-3224	HYDRANT REPAIRS (Capital)	30,265.00	25,163.14	16.86-
15-30-500-3226	CEMETARY LOWERING DEVICES	35,000.00	28,560.64	18.40-
15-30-500-3238	RESIDENTIAL GARB BINS BEAR-RESISTANT	25,000.00	0.00	100.00-
15-30-500-3240	COMMERCIAL SOLID WASTE BINS	19,000.00	16,799.00	11.58-
15-30-500-3241	STEEL SOLID WASTE BEAR BINS	12,000.00	8,902.40	25.81-
15-30-500-3250	2021 FORD F-150 XLT HYBRID (UNIT 9)	42,410.00	41,593.04	1.93-
NET Project 500: Capital:		1,537,443.00	176,145.42	88.54-
TOTAL Dept 30: PUBLIC WORKS COMMON SERVICES:		1,537,443.00	176,145.42	88.54-
Dept 48: RECREATION AND CULTURE				
Project 500: Capital				
15-48-500-3300	TENNIS COURT REPAIR/BASKETBALL INSTALL	95,000.00	40,765.65	57.09-
15-48-500-3305	TRAILS AND PARKS IMPROVEMENTS	5,000.00	554.26	88.91-
15-48-500-3310	CURLING RINK ICE PLANT	70,049.00	36,034.79	48.56-
15-48-500-3320	COTTONWOOD PARK STAGE PLACE DEVELOPMENT	40,000.00	0.00	100.00-
15-48-500-3322	COTTONWOOD PARK ACCESSIBLE ENTRANCE	9,200.00	0.00	100.00-
15-48-500-3330	GOODWIN PARK PERIMETER PATH	162,400.00	6,793.15	95.82-

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15-48-500-3340	RIPPLES OF THE PAST 2.0 RAR GRANT	27,893.00	0.00	100.00-
15-48-500-3350	SPIRIT SQUARE REVITALIZATION	300,000.00	0.00	100.00-
15-48-500-3501	MARINA REVITALIZATION PROJECT - PLANS	51,146.00	0.00	100.00-
15-48-500-3505	ARENA REVITALIZATION (Grant Approved)	3,107,734.00	420,766.22	86.46-
15-48-500-3509	ARENA - DRYLAND TRAINING	20,000.00	0.00	100.00-
	NET Project 500: Capital:	3,888,422.00	504,914.07	87.01-
	TOTAL Dept 48: RECREATION AND CULTURE:	3,888,422.00	504,914.07	87.01-
	TOTAL Fund 15: General Capital:	0.00	831,423.37	0.00

Fund 20: Water

Dept 06: SALE OF SERVICES

Project 090: Environmental Services

20-06-090-0135	WATER USER RATES	362,065.00-	190,482.03-	47.39-
20-06-090-0136	BULK WATER REVENUE	2,400.00-	2,261.48-	5.77-
20-06-090-0140	WATER CONNECTIONS REVENUE	10,000.00-	0.00	100.00-
20-06-090-0145	WATER ON / OFF FEES	1,500.00-	314.14-	79.06-
20-06-090-0150	WATER HYDRANT RENTAL REVENUE	11,364.00-	5,682.48-	50.00-
20-06-090-0152	NAK'AZDLI WATER (SERVICE AGREEMENT)	23,000.00-	0.00	100.00-
	NET Project 090: Environmental Services:	410,329.00-	198,740.13-	51.57-
	TOTAL Dept 06: SALE OF SERVICES:	410,329.00-	198,740.13-	51.57-

Dept 58: FISCAL SERVICES

Project 492: Contributions

20-58-492-2771	TRANSFER TO WATER RESERVE FUND	4,178.00	0.00	100.00-
	NET Project 492: Contributions:	4,178.00	0.00	100.00-
	TOTAL Dept 58: FISCAL SERVICES:	4,178.00	0.00	100.00-

Dept 60: WATER SUPPLY & DISTRIBUTION

Project 305: Administrative Functions

20-60-305-1055	INTERNAL ADMINISTRATION CHARGES	57,149.00	28,575.00	50.00-
20-60-305-1087	PROPERTY INSURANCE	10,675.00	4,551.00	57.37-
20-60-305-1110	WATER TRAINING AND DEVELOPMENT	6,120.00	1,311.00	78.58-
20-60-305-1900	WATER RATES DISCOUNTS	11,025.00	6,074.62	44.90-
20-60-305-8010	ROUNDS (INSPECTIONS)	20,140.00	14,206.74	29.46-

Appendix A: Actuals vs Provisional Budget

Report: M:\live\gl\glrptbux.p
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DISTRICT OF FORT ST JAMES
ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:41

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
20-60-305-8015	PERMITS	960.00	1,850.04	92.71
20-60-305-8020	NON DESTRUCTIVE TESTING	10,000.00	3,107.00	68.93-
20-60-305-8025	SAFETY SUPPLIES	1,500.00	2,098.78	39.92
	NET Project 305: Administrative Functions:	117,569.00	61,774.18	47.46-
Project 600: Structures & Lines				
20-60-600-8030	SYSTEM UPGRADING	2,120.00	382.19	81.97-
20-60-600-8040	WATERMAIN CLEANING AND FLUSHING	6,366.00	3,180.08	50.05-
20-60-600-8045	WATERLINE CLEANING	2,868.00	26.27	99.08-
20-60-600-8050	WATERMAIN REPAIR	55,650.00	8,239.08	85.19-
20-60-600-8060	SERVICE LINE REPAIR	90,650.00	26,233.08	71.06-
20-60-600-8070	HYDRANT MAINTENANCE & REPAIR	21,000.00	27,126.94	29.18
20-60-600-8080	TOWER MAINTENANCE & REPAIR	1,755.00	1,645.81	6.22-
20-60-600-8090	GENERAL MAINTENANCE & REPAIR	40,068.00	2,475.27	93.82-
20-60-600-8110	NEW CONNECTIONS EXPENSE	15,000.00	22.00	99.85-
20-60-600-8120	VALVE MAINTENANCE & REPAIR	11,130.00	2,764.13	75.17-
	NET Project 600: Structures & Lines:	246,607.00	72,094.85	70.77-
Project 610: Well Pump House				
20-60-610-1275	BUILDING MAINT - PUMPHOUSE	2,332.00	1,472.52	36.86-
20-60-610-1519	GEN SET MAINT WELL HOUSE	0.00	383.90	0.00
20-60-610-8160	PUMP MAINTENANCE	5,000.00	1,748.88	65.02-
20-60-610-8170	ELECTRICAL REPAIR/MAINT	5,300.00	0.00	100.00-
	NET Project 610: Well Pump House:	12,632.00	3,605.30	71.46-
Project 620: Booster Station				
20-60-620-1275	BUILDING MAINTENANCE	1,323.00	1,136.57	14.09-
20-60-620-1519	GEN SET MAINT BOOSTER STN	0.00	250.73	0.00
20-60-620-8160	WATER PUMP MAINTENANCE	10,000.00	0.00	100.00-
	NET Project 620: Booster Station:	11,323.00	1,387.30	87.75-
Project 630: Pumping				
20-60-630-1280	HYDRO COSTS - Water Pumping	18,020.00	9,221.19	48.83-
	NET Project 630: Pumping:	18,020.00	9,221.19	48.83-
	TOTAL Dept 60: WATER SUPPLY & DISTRIBUTION:	406,151.00	148,082.82	63.54-
	TOTAL Fund 20: Water:	0.00	50,657.31-	0.00

Fund 25: Water Capital

Appendix A: Actuals vs Provisional Budget

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DISTRICT OF FORT ST JAMES
ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:41

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
Dept 12: CONDITIONAL TRANSFERS FROM OTHER GOV'TS				
Project 400: Works Shop/Yard				
25-12-400-0815	RDBN CCBF CWF/ Gas Tax	41,000.00-	0.00	100.00-
	NET Project 400: Works Shop/Yard:	41,000.00-	0.00	100.00-
	TOTAL Dept 12: CONDITIONAL TRANSFERS FROM OTHER GOV'TS:	41,000.00-	0.00	100.00-
Dept 16: OTHER TRANSFERS & OTHER GOV'T COLLECTION				
Project 290: Own Funds				
25-16-290-0910	TRANSFER FROM NCPG RESERVE	1,749,000.00-	0.00	100.00-
25-16-290-0915	TRANSFER FRM GROWING COM FUND RESERVE	708,750.00-	0.00	100.00-
	NET Project 290: Own Funds:	2,457,750.00-	0.00	100.00-
	TOTAL Dept 16: OTHER TRANSFERS & OTHER GOV'T COLLECTION:	2,457,750.00-	0.00	100.00-
Dept 60: WATER SUPPLY & DISTRIBUTION				
Project 500: Capital				
25-60-500-7900	ROAD PATCHING	60,000.00	0.00	100.00-
25-60-500-7904	VALVES REPLACEMENTS	57,750.00	1,855.53	96.79-
25-60-500-7910	Water Reservoir Dredging/Cleaning	50,000.00	23,404.23	53.19-
25-60-500-7955	WATER LINE UPGRADES	1,749,000.00	510,843.01	70.79-
25-60-500-7956	SECONDARY WATER SUPPLY	500,000.00	2,851.00	99.43-
25-60-500-7958	Bulk Water Station	82,000.00	0.00	100.00-
	NET Project 500: Capital:	2,498,750.00	538,953.77	78.43-
	TOTAL Dept 60: WATER SUPPLY & DISTRIBUTION:	2,498,750.00	538,953.77	78.43-
	TOTAL Fund 25: Water Capital:	0.00	538,953.77	0.00
Fund 30: Sewer				
Dept 06: SALE OF SERVICES				
Project 090: Environmental Services				
30-06-090-0135	SEWER USER RATES	374,415.00-	198,000.01-	47.12-
30-06-090-0140	NEW CONNECTIONS REVENUE	10,000.00-	0.00	100.00-
30-06-090-0157	NAK'AZDLI SEWER (SERVICE AGREEMENT)	72,152.00-	0.00	100.00-
	NET Project 090: Environmental Services:	456,567.00-	198,000.01-	56.63-

Appendix A: Actuals vs Provisional Budget

Report: M:\live\gl\glrptbux.p
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DISTRICT OF FORT ST JAMES
ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:41

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
TOTAL Dept 06: SALE OF SERVICES:		456,567.00	198,000.01	56.63
Dept 58: FISCAL SERVICES				
Project 492: Contributions				
30-58-492-2771	CONTRIBUTION TO SEWER RESERVE	27,214.00	0.00	100.00
	NET Project 492: Contributions:	27,214.00	0.00	100.00
TOTAL Dept 58: FISCAL SERVICES:		27,214.00	0.00	100.00
Dept 70: SEWERAGE COLLECTION & TREATMENT				
Project 305: Administrative Functions				
30-70-305-1055	ADMINISTRATIVE CHARGES	57,149.00	28,575.00	50.00
30-70-305-1087	PROPERTY INSURANCE	10,301.00	5,742.00	44.26
30-70-305-1110	SEWER TRAINING AND DEVELOPMENT	5,150.00	1,706.52	66.86
30-70-305-8005	SEWAGE ANALYSIS COSTS	12,000.00	10,125.68	15.62
30-70-305-8010	ROUNDS (INSPECTIONS)	22,260.00	15,748.03	29.25
30-70-305-8015	WASTE MANAGEMENT PERMITS	2,142.00	0.00	100.00
30-70-305-8020	NAK'AZDLI LAGOON PERMIT	30,000.00	6,914.88	76.95
30-70-305-8025	SAFETY SUPPLIES	2,550.00	1,665.03	34.70
30-70-305-8200	SEWER RATES DISCOUNTS	11,550.00	6,033.92	47.76
NET Project 305: Administrative Functions:		153,102.00	76,511.06	50.03
Project 700: Collection System				
30-70-700-8090	GENERAL MAINTENANCE	52,700.00	3,936.52	92.53
30-70-700-8110	NEW CONNECTIONS	10,000.00	0.00	100.00
30-70-700-8500	MAINLINES	5,300.00	6,723.08	26.85
30-70-700-8510	CLEANING AND FLUSHING	10,600.00	2,565.04	75.80
NET Project 700: Collection System:		78,600.00	13,224.64	83.17
Project 710: Cottonwood Lift Station				
30-70-710-1275	BUILDING & GENERATOR MAINTENANCE	1,590.00	548.85	65.48
30-70-710-1280	HYDRO COSTS - Cottonwood Lift Station	2,346.00	869.63	62.93
30-70-710-8090	GENERAL MAINTENANCE	585.00	1,479.20	152.85
30-70-710-8160	PUMP MAINTENANCE	10,600.00	1,426.34	86.54
30-70-710-8170	ELECTRICAL	2,120.00	215.92	89.82
30-70-710-8200	COTTONWOOD ALARM SYSTEM	1,326.00	464.90	64.94
NET Project 710: Cottonwood Lift Station:		18,567.00	5,004.84	73.04

Appendix A: Actuals vs Provisional Budget

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DISTRICT OF FORT ST JAMES
ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:41

Account	Description	PROVISIONAL 2025 (Prd 01-12) 01/01/25 - 30/06/25	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
Project 720: Reserve Lift Station				
30-70-720-1275	BUILDING & GENERATOR MAINTENANCE	1,530.00	127.96	91.64-
30-70-720-1280	HYDRO COSTS-Reserve Lift Station	5,916.00	5,529.67	6.53-
30-70-720-8090	GENERAL MAINTENANCE	5,830.00	1,678.18	71.21-
30-70-720-8160	PUMP MAINTENANCE	10,600.00	3,085.58	70.89-
30-70-720-8170	ELECTRICAL	2,120.00	307.16	85.51-
30-70-720-8200	RESERVE ALARM SYSTEM	1,272.00	288.29	77.34-
	NET Project 720: Reserve Lift Station:	27,268.00	11,016.84	59.60-
Project 730: Treatment & Disposal				
30-70-730-1275	BUILDING MAINTENANCE	2,250.00	965.51	57.09-
30-70-730-1280	HYDRO COSTS	47,000.00	24,632.34	47.59-
30-70-730-8090	MAINTENANCE AND OPERATIONS	33,920.00	23,204.16	31.59-
30-70-730-8160	PUMP MAINTENANCE/AIR COMPRESSOR REBUILD	4,770.00	4,979.96	4.40
30-70-730-8170	ELECTRICAL	2,650.00	719.72	72.84-
30-70-730-8510	CLEANING AND FLUSHING	2,926.00	0.00	100.00-
30-70-730-8540	CHLORINE SYSTEM	58,300.00	53,706.90	7.88-
	NET Project 730: Treatment & Disposal:	151,816.00	108,208.59	28.72-
	TOTAL Dept 70: SEWERAGE COLLECTION & TREATMENT:	429,353.00	213,965.97	50.17-
	TOTAL Fund 30: Sewer:	0.00	15,965.96	0.00
Fund 35: Sewer Capital				
Dept 16: OTHER TRANSFERS & OTHER GOV'T COLLECTION				
Project 290: Own Funds				
35-16-290-0926	TRANSFER FROM RBA RESERVE	2,600,000.00-	0.00	100.00-
35-16-290-0927	TRANSFER FROM GROWING COMMUNITIES RESERV	152,000.00-	0.00	100.00-
35-16-290-0935	FROM NAK'AZDLI ICIP	300,000.00-	34,506.63-	88.50-
	NET Project 290: Own Funds:	3,052,000.00-	34,506.63-	98.87-
	TOTAL Dept 16: OTHER TRANSFERS & OTHER GOV'T COLLECTION:	3,052,000.00-	34,506.63-	98.87-
Dept 70: SEWERAGE COLLECTION & TREATMENT				
Project 500: Capital				
35-70-500-7901	Lagoon Station Generator	137,000.00	1,635.77	98.81-
35-70-500-7902	Reserve Lift Station Evaluation	15,000.00	0.00	100.00-

Appendix A: Actuals vs Provisional Budget

Report: M:\live\gl\glrptbux.p
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DISTRICT OF FORT ST JAMES
ACTUALS AND BUDGET COMPARISON WITHOUT ENCUMBRANCE - NEW REPORTA
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Date: 17/07/2025
 Time: 12:55:41

Account	Description	PROVISIONAL 2025 (Prd 01-12)	Actuals 2025 (Prd 01-06) 01/01/25 - 30/06/25	Percent of Variance
35-70-500-7905	LAGOON PROJECT	1,400,000.00	34,506.63	97.54-
35-70-500-8000	Lagoon Desludging	1,500,000.00	156,452.14	89.57-
	NET Project 500: Capital:	3,052,000.00	192,594.54	93.69-
	TOTAL Dept 70: SEWERAGE COLLECTION & TREATMENT:	3,052,000.00	192,594.54	93.69-
	TOTAL Fund 35: Sewer Capital:	0.00	158,087.91	0.00
	Report Totals:	0.00	8,851,717.59-	0.00

*** End of Report ***

Appendix B: 2025 Grant in Aids

District of Fort St James
Grants in Aid 2025

Approved date	Resolution #	Organization	Description of use/event	Date of Event/s	Amount
2025 GRANT IN AID BUDGET					- 71,650.00
2024 (for 2025 year)	2024-20-19	Fort St James Secondary School	Gr 9-Theatre & Kitchen use	All of 2025	6,400.80
2024 (for 2025 year)	2024-20-20	Pope Mountain Arts	Matching Grant-Arts	All of 2025	5,000.00
2024 (for 2025 year)	2024-20-21	Fort St James Dog Sled Association	Sled Dog Races	Feb-25	2,572.57
	28-Jan-25 2025-02-14	FSJ Ski Patrol	First Aid Equipment		750.00
	28-Jan-25 2025-02-15	FSJSS Boys & Girls Culture Club	Hoyibee Full Moon, FSJ Bucks	Feb 19-23, 2025	250.00
	11-Mar-25 2025-05-13	Fort St James Primary Care Society	Fort St James Resource Manual	n/a	1,500.00
	<i>Deferred</i> -	Stuart Lake Seniors Association	Budget shortfall	2025 year	-
	11-Mar-25 2025-05-14	Nak'alBun Elementary School	Dunk tank for Literacy event	May 26, 2025	500.00
	11-Mar-25 2025-05-15	FSJ Senion Girls Bbasll	Cash for provincials	Mar-25	1,000.00
	08-Apr-25 2025-07-17	Fort St James Chamber of Commerce	Business Dinner (rental)	May 8-10	565.96
	22-Apr-25 2025-08-06	Stuart Lake Seniors Association	Bussing program-1 yr only		5,000.00
	27-May-25 2025-10-14	Fort St James Secondary School	Senior Girls Soccer Provincials	May 29-31, 2025	1,000.00
	10-Jun-25 2025-11-07	Fort St James Community Recreation Society	Climbing Wall concept design	-	2,800.00
	10-Jun-25 2025-11-08	Fort St James Evangelical Free Church	AED (\$1000 requested)	-	500.00
	10-Jun-25 2025-11-09	Music on the Mountain Socierty	Mini MOM	Aug 1-3, 2025	3,000.00
	10-Jun-25 2025-11-10	Nakazdli Sundance Group	Training- MB Sundance	June 10-17, 2025	1,500.00
	10-Jun-25 2025-11-06	Fort St James Community Fitness	Community Hall in -kind rental	July-Aug	1,080.00
	10-Jun-25 2025-11-05	Friends of Fort St James National Historic Site	Caledonia Days committee	Cal Days?	1,969.63
	<i>Denied</i> -	Stuart Lake Outreach Group Society	Lawn mowing	2025 season	-
GRANT IN AID COMMITTED FOR 2025					35,388.96
FUNDS AVAILABLE FOR COUNCIL ALLOCATION (should be a negative number here)					- 36,261.04



Date: July 22, 2025
Report to: Mayor and Council
From: Alexander Bihori, Corporate Officer
Subject: **Bylaw Notice Enforcement Status Update**

PURPOSE

The purpose of this report is to update Council on the current status of implementing the Bylaw Notice Enforcement system through Bylaw No. 1091, 2025, and to outline the next steps required prior to utilization.

BACKGROUND

At Regular Council Meeting No. 2025-13, held July 8, 2025, Council gave first three readings to *Bylaw Notice Enforcement Bylaw No. 1091, 2025*. This bylaw establishes the District’s ability to enforce designated bylaw contraventions through Bylaw Notices as permitted by the *Local Government Bylaw Notice Enforcement Act*.

Though the first three readings of the bylaw are completed, the District is not yet ready for adoption of this bylaw. Currently a meeting with the RDBN is scheduled to discuss the intricacies of the Regional District hosting a Regional Adjudication system for the municipalities within the RDBN. This meeting should clarify the agreement proposed, and may require minor amendments to the Bylaw prior to adoption. This Adjudication system will be hosted by the Regional District of Bulkley-Nechako utilizing the appropriate Provincially appointed adjudicators.

Prior to adoption/implementation of Bylaw Notice Enforcement, the District will create a Bylaw Enforcement Policy, this policy will cover the following:

- Clearly define roles and responsibilities among Bylaw Enforcement Officers, screening officers, and additional administrative staff as required.
- Ensure that it is clear to all parties, that Bylaw Notice Enforcement will not increase the District’s capacity, Bylaw Enforcement will remain complaint driven.

Finally, the materials required for Bylaw Notice Enforcement will need to be created and ordered prior to notices being distributed.

SIGN OFF

Submitted by:	Alexander Bihori, Corporate Officer
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Date: July 22, 2025
Report to: Mayor and Council
From: Alexander Bihori, Corporate Officer
Subject: **Recreation Access Program Policy No. 13.1: Low-Income Cut-Offs**

RECOMMENDATIONS

THAT Council directs staff to update Appendix A of the Recreation Access Program Policy No. 13.1 to reflect the most current Low-Income Cut-Offs as published by Statistics Canada.

ALTERNATE RECOMMENDATION

THAT Council directs staff to update Appendix A of the Recreation Access Program Policy No. 13.1 with a locally determined threshold based on a percentage of Fort St. James median household income.

PURPOSE

The purpose of this report is to bring forward possible revisions to the Recreation Access Program (RAP) Policy No. 13.1 more specifically, to Appendix A: Low-Income Cut-Offs used to assess eligibility to the program.

BACKGROUND

At Regular Council Meeting No. 2025-01, held January 21, 2025, Council resolved to review the Low-Income Cut-Off thresholds contained in Appendix A of the RAP Policy. This direction followed a staff report which noted that in 2024, only two applications were received under the RAP, and neither met the current eligibility criteria, however, both applicants were approved utilizing the discretionary provision allowing the Corporate Officer to approve applications under temporary financial distress.

Size of Family	Level of Yearly Household Income
1	15,926
2	19,384
3	24,138
4	30,112
5	34,290
6	38,029
7	41,767

District of Fort St. James
 Recreation Access Program Policy No. 13.1: Low-Income Cut-Offs
 Regular Council Meeting No. 2025-14
 Tuesday, July 22, 2025
 Page 2 of 2

District of Fort St. James’ Median Income:

Year	Individual Median Income	Household Median Income
2016	\$40,480	\$80,896
2017	\$41,812	\$83,436
2018	\$42,191	\$84,412
2019	\$43,112	\$86,075
2020	\$44,506	\$88,648
2021	\$45,600	\$91,000
2022	\$46,699	\$93,167
2023	\$47,825	\$95,387

Source: Localintel Estimates, Statistics Canada - Table: 11-10-0008-01 and Table: 11-10-0009-01, Statistics Canada - Census Profile

Community size 4 Population under 30,000	Family size	2019	2020	2021	2022	2023
	1 person	16,394	16,515	17,070	18,227	18,938
	2 persons	19,955	20,101	20,776	22,185	23,051
	3 persons	24,846	25,029	25,869	27,623	28,701
	4 persons	30,998	31,226	32,275	34,463	35,808
	5 persons	35,298	35,558	36,752	39,244	40,775
	6 persons	39,147	39,435	40,759	43,522	45,220
	7 persons or more	42,995	43,312	44,766	47,801	49,666

Source: Statistics Canada – Table: 11-10-0241-01 Release date: 2025-05-01

Option 1: Update Appendix A with the Latest Low-Income Cut-Offs

This approach would update Appendix A by utilizing the most up-to-date data from Statistics Canada, resulting in an approximate 19% increase in the income levels. This, however, is generalized data from Statistics Canada and is not representative of the cost of living in BC, let alone Fort St. James or Northern BC.

Option 2: Update Appendix A with locally derived thresholds based on median income

This option proposes defining low income as a percentage of the Fort St. James median household income (e.g 50-60% of the median). This approach could improve equity by reflecting the actual income distribution in the community. However, it lacks the objectivity of using a third-party benchmark and may be subject to more scrutiny.

EXISTING POLICY

[Recreation Access Program Policy No. 13.1](#)

SIGN OFF

Submitted by:	Alexander Bihori, Corporate Officer
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Date: July 10, 2025
Report to: Alexander Bihori, Corporate Officer
From: Valerie Crowley, Library Director
Subject: **2025 Second Quarter Report: Library**

PURPOSE

The purpose of this report is to present to Mayor and Council of the District of Fort St. James a summary of activities at the Fort St. James Public Library during the second quarter of 2025, from April 1 to June 30.

BACKGROUND

During the second quarter of 2025, the library continued enhancing programs, IT, multipurpose spaces, facilities and collections.

Mango Languages went live on 29 April for Fort St. James Public Library card holders. This is an online language-learning website and mobile app offering more than 70 world languages and dialects.

We continue to add items to our Library of Things, which includes puzzles, games, tools, event supplies and kitchen/food preservation equipment.

A thruwall item return bin was installed on 1 April. We're grateful to the Fort St. James Fire Hall for approving this change, as it has increased accessibility for both patrons and staff. Reducing exterior flat surfaces is also part of RCMP's crime prevention through environmental design recommendations.

Mezzanine shelf ends designed and built by FSJSS Woods students were installed on 29 May.

Due to a 2025 operational budget shortfall and unfilled staff vacancies, the library has registered for CheckMate-Working Alone safety monitoring service.

Mayor, Councillors and District staff to encouraged to stop by the library – we would love to show you what's new and update your library card!

Administrative Tasks

Annual patron data clean-up was completed between 22 May and 7 June. In alignment with our Privacy Policy, personal information held in our ILS was reviewed for accuracy, completeness and currency. Inactive accounts in good standing were deleted to reduce retention of personal information. These patrons may request new library accounts at no cost in future. Accounts with outstanding bills were retained.

The library's Directors and Officer's liability insurance was renewed on 24 June.

ILS age protection for our library was reduced from six months to three months. This provides earlier access to new materials via reciprocal interlibrary borrowing.

The Fort St. James Public Library gratefully recognizes that we live, work and learn
on the unceded ancestral territories of the Dakelh Peoples.

Human Resource Tasks

2025 Q2 All Staff Meeting was held on 13 May and included training on the new Workplace Violence Prevention Policy and Procedure.

LAll resigned their position on 16 April. The position was filled on 24 April. WorkSafe BC training and hiring procedures were completed on 29 April and the probationary period will end on 28 July.

Two Trustees, LD and two staff attended the 2025 Beyond Hope Library Conference between 8-10 June.

Finance Tasks

Monthly banking, credit card and investment reconciliations were submitted to the Board of Trustees.

2025 Q1 variance was completed and submitted to the Finance Committee.

2024 Statement of Financial Information (SOFI) was submitted to the BC Public Libraries Branch on 22 May and the Registered Charity Information Return was submitted to the CRA on 8 May.

2025 budgets, income, expense and grant tracking, invoices and financial reports have been transferred to QuickBooks, which we will use for financial management moving forward.

Statistics

2024 Annual Survey was submitted to the BC Public Libraries Branch on 15 May.

Detailed monthly statistical reports are available on the library's website:

<https://fortstjames.bc.libraries.coop/explore/about-us/library-information/board-meeting-minutes/>

Q2 2025 in summary:

- 432 open hours
- 4956 visits
- 261 public computer sessions
- 3884 wireless logins
- 4994 circulations
- 119 programs with 649 attendees

The Fort St. James Public Library is committed to providing a safe, welcoming space for all members of our community.

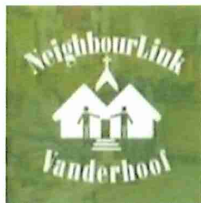
SIGN OFF

Submitted by: Valerie Crowley, Library Director
librarian@fortstjames.bclibrary.ca
(250) 996-7431

The Fort St. James Public Library gratefully recognizes that we live, work and learn
on the unceded ancestral territories of the Dakelh Peoples.

RECEIVED

JUL 09 2025



Neighbourlink Vanderhoof

189 Columbia St E (Box 2353)
Vanderhoof, BC V0J 3A0
Phone: (250) 567-9007

Village of Fort St. James
Mayor Martin Elphee
477 Stuart Drive West
PO Box 640
Fort St. James, BC V0J 1P0

Dear Mayor Martin Elphee,

Neighbourlink has been an essential community resource, supporting our neighbours through food security, connections, and care. We are reaching out to ask for your support in our venture to purchase the building we currently rent at 292 Mackenzie Avenue, ensuring stability and continuity for all the programs and services we provide.

Your endorsement, whether through a letter of support, partnership, or any other form of advocacy, will be instrumental in securing funding and demonstrating to stakeholders the broad-based community support Neighbourlink enjoys.

Thank you for considering this request. We would be happy to meet and discuss this further at your convenience.

With gratitude,
Neighbourlink

Steffany Adelman – Community Futures
Grants
250-567-5219
Steffany.adelman@cf-sn.ca



July 17, 2025

Subject: 2025/26 NCLGA Membership Fees

Dear Valued NCLGA Member,

As we enter another year of collaboration and community building, it is time to renew your membership with the North Central Local Government Association (NCLGA). Last year, your membership and contributions were instrumental in allowing the NCLGA to continue advocacy efforts to enhance the social, economic, and environmental well-being of our member communities. With your steadfast support, we were able to successfully engage in advocacy for vital regional interests for the communities across north-central British Columbia. Our collective efforts have led to meaningful dialogue with policymakers and have helped shape initiatives that directly benefit our local areas.

Attached to this letter is a description of how your membership fees were calculated and a list of all membership fees. The calculation reflects population changes associated with the 2021 Canada Census and the 3.0% membership fee increase, which was approved at the 2025 NCLGA AGM.

Please refer to your invoice attached, for the renewal term of April 1, 2025 – March 31, 2026. If you would like to make payment via Electronic Funds Transfer (EFT) rather than by cheque, we have provided NCLGA's account details attached to the email and invoice to facilitate this method.

Please contact our finance department if you have any questions about your invoice, at bjohnson@nclga.ca. For all other questions, please contact admin@nclga.ca.

We thank you for your continued support and look forward to serving you for another year.

Sincerely,



Gladys Atrill

NCLGA President | www.nclga.ca

Attachments:

- A: 2025/26 Membership Fee Calculation Amount Description
- B: 2025/26 Membership Fee List

ATTACHMENT A: 2025/26 MEMBERSHIP FEE CALCULATION AMOUNT DESCRIPTION

At the 2025 AGM in Prince Rupert, membership voted to approve the proposed increase of the membership fees for the 2025-2026 fiscal year by 3%.

This increase will align with the need to maintain the financial health of NCLGA and deliver valuable programs and services. The adjustment of 3% reflects rising operational costs and aligns with the most recent annual average Consumer Price Index (CPI) for BC.

Note: Membership was notified of the potential indexing of membership fees increases to the annual average CPI for BC starting in the 2026/27 fiscal year, with formal adoption to be considered at the May 2026 AGM.

Membership Fee = Base Rate + Population Adjustment + Hospital Assessment Adjustment

BASE RATE AMOUNTS

- \$500 for members with populations < 1,500
- \$750 for members with populations > 1,500
- The base rate is only applied once for members with multiple membership units
- For members with multiple membership units, the base rate is prorated by population (within the member total, based on the most recent census) to determine the individual membership unit’s Base Rate amount.

POPULATION ADJUSTMENT AMOUNTS

- The population of each membership unit is divided by the total population of the membership
- The resulting proportional population value is multiplied by the total Population Adjustment Budget amount to determine the individual member unit’s Population Adjustment amount.

HOSPITAL ASSESSMENT ADJUSTMENT AMOUNTS

- The proportional Assessment Value for each member unit is multiplied by the total Hospital District Adjustment Budget amount to determine the individual member unit’s Population Adjustment amount.

ATTACHMENT B: 2025/26 MEMBERSHIP FEE LIST

Member	Annual Fees		Variance
	2024-25	2025-26	%
Bulkley-Nechako A	\$ 7,124.62	\$ 7,338.36	3.00
Bulkley-Nechako B			
Bulkley-Nechako C			
Bulkley-Nechako D			
Bulkley-Nechako E			
Bulkley-Nechako F			
Bulkley-Nechako G			
Burns Lake	\$ 1,322.73	\$ 1,362.41	3.00%
Cariboo A	\$ 15,975.69	\$ 16,454.96	3.00%
Cariboo B			
Cariboo C			
Cariboo D			
Cariboo E			
Cariboo F			
Cariboo G			
Cariboo H			
Cariboo I			
Cariboo J			
Cariboo K			
Cariboo L			
Chetwynd	\$ 1,836.27	\$ 1,891.35	3.00%
Dawson Creek	\$ 5,935.77	\$ 6,113.85	3.00%
Fort St. James	\$ 1,098.48	\$ 1,131.44	3.00%
Fort St. John	\$ 10,534.88	\$ 10,850.93	3.00%
Fraser Lake	\$ 886.16	\$ 912.74	3.00%
Fraser-Fort George A	\$ 8,070.78	\$ 8,312.91	3.00%
Fraser-Fort George C			
Fraser-Fort George D			
Fraser-Fort George E			
Fraser-Fort George F			
Fraser-Fort George G			
Fraser-Fort George H			
Granisle			
Hazelton	\$ 585.42	\$ 602.98	3.00%
Houston	\$ 1,849.70	\$ 1,905.19	3.00%
Hudson's Hope	\$ 996.38	\$ 1,026.27	3.00%
Kitimat	\$ 5,607.09	\$ 5,775.31	3.00%
Kitimat-Stikine A	\$ 5,146.73	\$ 5,301.13	3.00%
Kitimat-Stikine B			

Kitimat-Stikine C1			
Kitimat-Stikine D			
Kitimat-Stikine E			
Kitimat-Stikine F			
Laxgalts'ap	\$ 291.84	\$ 300.59	3.00%
Gitlaxt'aamiks	\$ 496.24	\$ 511.13	3.00%
Gitwinksihlkw	\$ 123.75	\$ 127.47	3.00%
Mackenzie	\$ 2,128.49	\$ 2,192.35	3.00%
Masset	\$ 790.89	\$ 814.61	3.00%
McBride	\$ 716.46	\$ 737.96	3.00%
New Hazelton	\$ 704.45	\$ 725.59	3.00%
Northern Rockies Regional Municipality	\$ 5,908.65	\$ 6,085.91	3.00%
One Hundred Mile House	\$ 1,586.57	\$ 1,634.17	3.00%
Peace River B			
Peace River C	\$ 19,181.28	\$ 19,756.72	3.00%
Peace River D			
Peace River E			
Port Clements	\$ 617.58	\$ 636.11	3.00%
Port Edward	\$ 713.83	\$ 735.24	3.00%
Pouce Coupe	\$ 791.06	\$ 814.79	3.00%
Prince George	\$ 30,861.24	\$ 31,787.08	3.00%
Prince Rupert	\$ 5,601.42	\$ 5,769.46	3.00%
Prophet River First Nation	\$ 529.48	\$ 545.36	3.00%
Quesnel	\$ 4,590.30	\$ 4,728.01	3.00%
North Coast A			
North Coast C	\$ 1,012.67	\$ 1,043.05	3.00%
North Coast D			
North Coast E			
Smithers	\$ 2,915.79	\$ 3,003.26	3.00%
Stewart	\$ 839.25	\$ 864.42	3.00%
Taylor	\$ 1,161.65	\$ 1,196.50	3.00%
Telkwa	\$ 1,006.32	\$ 1,036.51	3.00%
Terrace	\$ 5,501.83	\$ 5,666.89	3.00%
Tumbler Ridge	\$ 1,955.15	\$ 2,013.81	3.00%
Valemount	\$ 912.43	\$ 939.80	3.00%
Vanderhoof	\$ 2,433.98	\$ 2,507.00	3.00%
Wells	\$ 572.99	\$ 590.18	3.00%
Williams Lake	\$ 4,944.11	\$ 5,092.43	3.00%
Total	\$ 166,464.00	\$ 171,457.92	3.00%



Invoice

Date	Invoice #
7/17/2025	2289

Invoice To

District of Fort St. James
 Box 640
 Fort St. James, BC
 V0J 1P0

Description	Qty	Rate	Amount
2025/26 NCLGA Annual Membership Dues April 1, 2025 - March 31, 2026		1,131.44	1,131.44

Please make cheque payable to:
 North Central Local Government Association
 Suite 507-1488 4th Avenue, Prince George, BC
 V2L 4Y2
 Or Direct Deposit: Institution: 0809 / Transit:
 47530 / Account: 100022168110

Total	\$1,131.44
Payments/Credits	\$0.00
Balance Due	\$1,131.44

