

# Moving forward



**Annual Report 2010**

For the fiscal year ended December 31, 2010

# Moving Forward

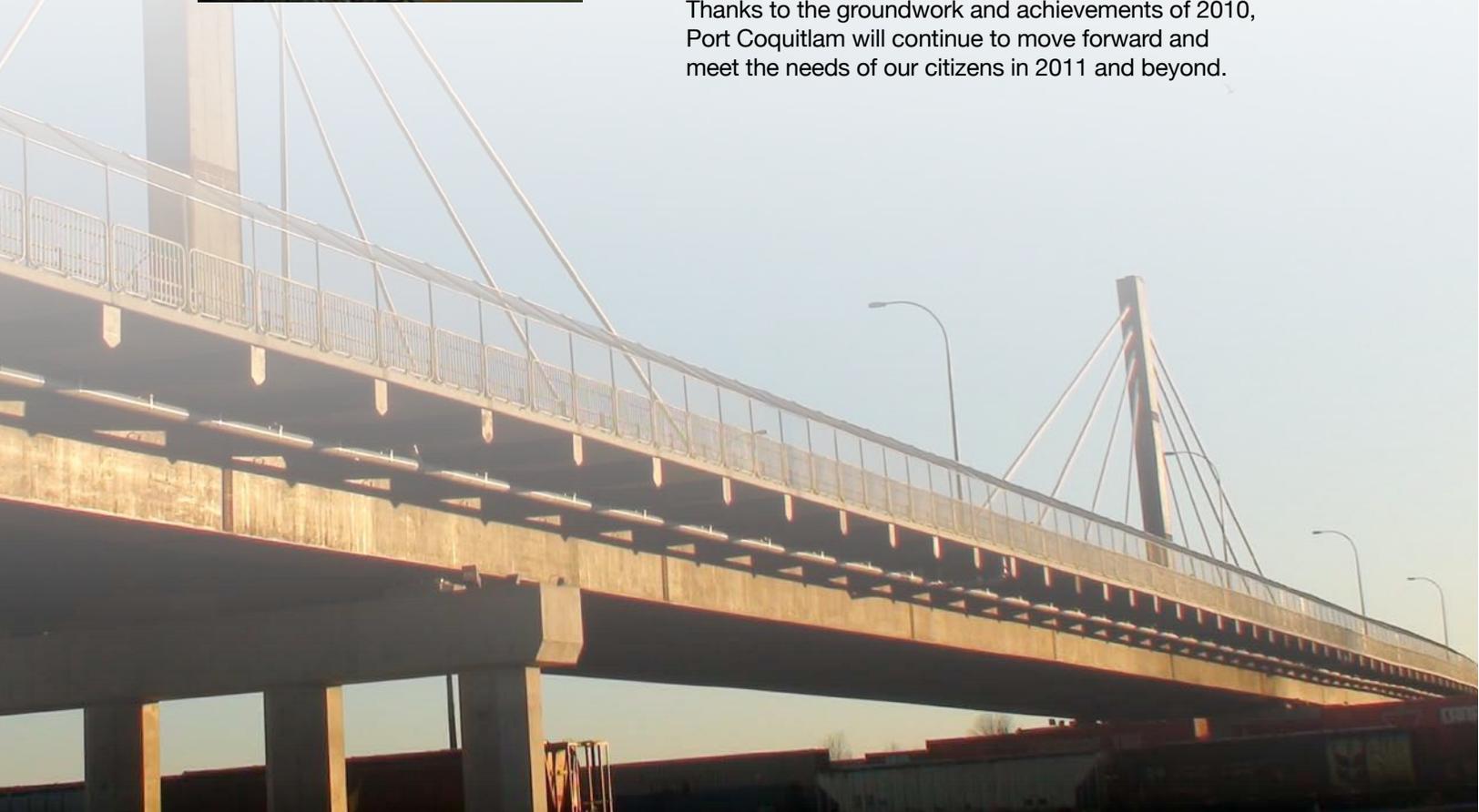
For Port Coquitlam, 2010 was a year of looking ahead, of seeking new ways to improve how we serve the community, and of providing infrastructure and services that will help our City thrive and grow.

It was a year in which we worked with the community to identify a shared vision for Port Coquitlam's future, and outline the goals and objectives to achieve that vision.

It was a year in which we brought our community closer together by engaging our residents in the decisions that affect them, by encouraging our residents to celebrate together, and by providing a critical new transportation link between the north and south sides of our City.

It was also a year in which we continued to show leadership in supporting a healthy environment, through initiatives that kept waste out of the landfill, reduced energy use and ensured the environment is considered in future City decisions.

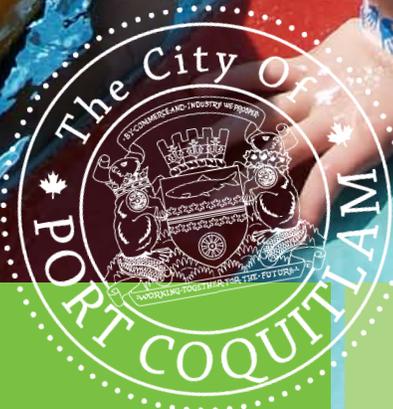
Thanks to the groundwork and achievements of 2010, Port Coquitlam will continue to move forward and meet the needs of our citizens in 2011 and beyond.



## A Year in Pictures

The City of Port Coquitlam would like to thank the following photographers for the use of their images in the 2010 Annual Report: R. Beinder, J. Benjamin, M. Buenaventura, P. Clark, J. Dillabough, S. Enos, C. Hodge (*Tri-City News*), K. Hall, B. Lohnes, M. McNeice, R. Nery, B. Ness and J. Pesochin. Cover photo by Mary Ness.

Moving forward

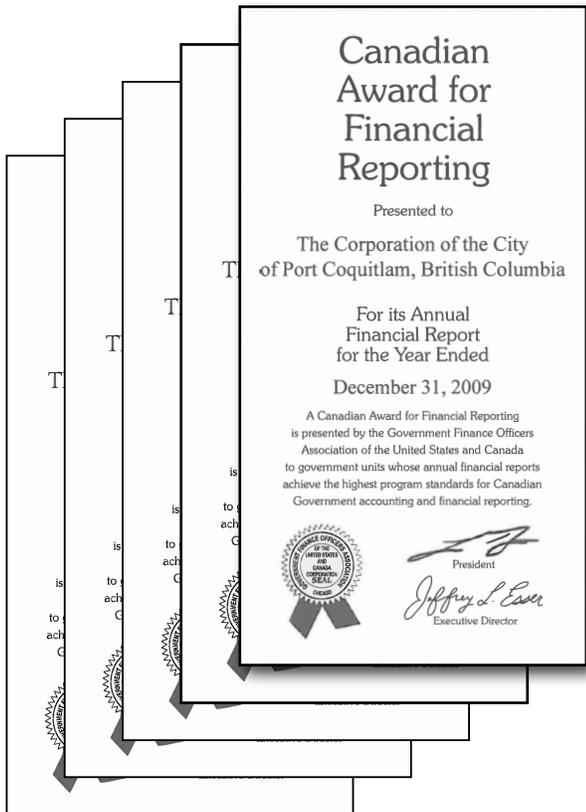


# Annual Report 2010

For the fiscal year ended December 31, 2010

Prepared by the Communications  
Division in conjunction with the  
Finance Division

# Canadian Award for Financial Reporting



The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Canadian Award for Financial Reporting to the City of Port Coquitlam for its annual financial report for the fiscal year ended December 31, 2009. This is the City's fifth consecutive Canadian Award for Financial Reporting.

The Canadian Award for Financial Reporting program was established to encourage municipal governments throughout Canada to publish high quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports.

In order to be awarded a Canadian Award for Financial Reporting, a government unit must publish an easily readable and efficiently organized annual financial report, whose contents conform to program standards.

Such reports should go beyond the minimum requirements of generally accepted accounting principles and demonstrate an effort to clearly communicate the municipal government's financial picture, enhance an understanding of financial reporting by municipal governments, and address user needs.

# Distinguished Budget Presentation Award

The City of Port Coquitlam received a Distinguished Budget Presentation Award from the Government Finance Officers Association for its 2010 budget. The award represents a significant achievement by the City and reflects its commitment to meeting the highest principles of government budgeting.

To receive this award, the City had to satisfy internationally recognized guidelines for effective budget presentation. These guidelines assess how well the City's budget serves as a policy document, a financial plan, an operations guide and a communication device. Budget documents must be proficient in all four categories to receive this award.

This is the 13th year the City has received this honour.

The Government Finance Officers of the United States and Canada is a non-profit professional association serving more than 17,600 finance professionals throughout North America. The GFOA's Distinguished Budget Presentation Award Program is the only national awards program in governmental budgeting.





## Working Towards a Sustainable Future

As part of our commitment to sustainability, the City of Port Coquitlam has chosen to print the 2010 Annual Report on Unisource's Save-A-Tree paper, which is made from 100% post-consumer fibre using a 100% chlorine-free process.

# Table of Contents

<b>5</b>	<b>Introductory Section</b>	49	Statement of Operations by Fund
6	Message from the Mayor	50	Statement of Operations by Object and Function
7	Message from the Chief Administrative Officer	53	Statement of Accumulated Surplus
8	Community Profile	54	Statement of Tangible Capital Assets
9	Mission and Vision	<b>57</b>	<b>Statistical Section (unaudited)</b>
10	City of Port Coquitlam Organizational Chart	58	Average Home Municipal Property Taxation and Utility Levies 2010
11	Port Coquitlam City Council	59	Assessed Values for General Municipal Purposes
12	Volunteering	59	Summary of Major Statutory Reserve Funds
13	Giving Back	60	Revenues by Source
14	Economic Snapshot	60	Taxes, Major Levies and Other Government Collections
15	Strategic Plan	61	Expense by Function
24	Letter of Transmittal	61	Expense by Object
27	<b>Department Overviews</b>	62	Capital Expenditures Per Capita
28	2010 Highlights	62	Surplus, Accumulated Surplus, Net Financial Assets and Debt
29	Office of the Chief Administrative Officer	63	Capital Expenditures by Fund
30	Corporate Services	63	Capital Expenditures by Source
31	Development Services	64	Property Tax Levied and Collected
32	Engineering & Operations	64	Building Permits and Total Tax Collection
33	Fire & Emergency Services	65	Population Estimates
34	Legislative & Administrative Services	65	Estimated Household Costs of City Services for an Average Single Family Residence
35	Parks & Recreation	66	2010 Revenue
36	Police Services	66	2010 Expenses
<b>37</b>	<b>Financial Section</b>	67	2010 Principle Corporate Taxpayers
38	Auditor's Report to the Mayor and Council	68	2010 Permissive Property Tax Exemptions
39	Statement of Financial Position		
40	Statement of Operations		
41	Statement of Cash Flow		
42	Statement of Change in Net Financial Assets		
43	Notes to the Financial Statements		

# Engaging Our Community



The City of Port Coquitlam was recognized in 2010 for our use of technology to engage the community with the top civic engagement award from the Union of British Columbia Municipalities.

For several years, the City has been an early adopter of emerging technology as we have sought new ways to create a two-way dialogue with citizens and to reach residents who did not previously engage with their local government.

Port Coquitlam has become a leader among local governments in the use of social media, launching the first Facebook page in Metro Vancouver in early 2008 and a Twitter page soon afterwards.

By the end of 2010, more than 2,600 residents had “liked” Port Coquitlam on Facebook and more than 630 people were following us on Twitter – numbers that rival or exceed much larger cities in our region.

The City’s website ([www.portcoquitlam.ca](http://www.portcoquitlam.ca)) has also seen a steady rise in visitors, thanks to a user-friendly design and rich content and resources. Regular use of online surveys, forums and comment forms provide residents with feedback opportunities on a wide variety of topics, as an alternative to attending a meeting or open house.

The City also communicates through E-Update email newsletters, and videos on its website, Facebook and YouTube channel ([www.youtube.com/cityofpoco](http://www.youtube.com/cityofpoco)).

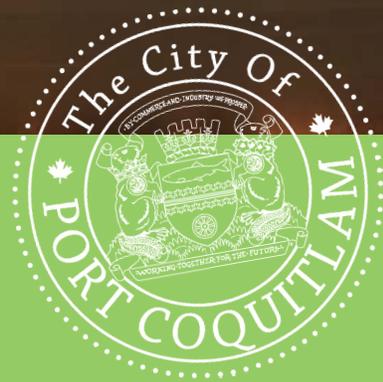
The reward for these efforts has been a documented rise in citizen participation and interest in civic affairs.

As new technologies emerge, Port Coquitlam is committed to continuing to find new ways to provide opportunities for citizens to participate in decisions that affect the community.

Port Coquitlam’s online outreach includes:

- [www.portcoquitlam.ca](http://www.portcoquitlam.ca) – a comprehensive guide to City services, news and programs, including our interactive mapping tool PoCoMAP, online payments and electronic Home Owner Grants,
- [www.experienceit.ca](http://www.experienceit.ca) – online program registration,
- [www.pocoyouth.com](http://www.pocoyouth.com) – information for youth,
- [www.pocomotion.ca](http://www.pocomotion.ca) – fitness and health resources,
- E-Updates – email newsletters (sign up at [www.portcoquitlam.ca/e-update](http://www.portcoquitlam.ca/e-update)),
- Facebook ([www.facebook.com/portcoquitlam](http://www.facebook.com/portcoquitlam)), and
- Twitter ([www.twitter.com/cityofpoco](http://www.twitter.com/cityofpoco)).





Moving forward

# Introductory Section

# Message from the Mayor



As the theme for our annual report suggests, 2010 was a year of movement and growth for Port Coquitlam.

Standing still breeds irrelevance and complacency, and I'm happy to say we did very little idling in 2010. Instead, we spent 2010 laying the foundation for our community's future, finding better ways to do things, and improving our services.

You'll see references to the Coast Meridian Overpass throughout this report; completing this important link between north and south Port Coquitlam was undoubtedly our most significant achievement of 2010. It certainly wasn't the only one, however.

As you'll read in this report, Port Coquitlam continued to show our leadership in two key areas: waste management and community engagement. For example, we were the first city in Metro Vancouver to take the bold step of moving to alternate-week garbage pickup to divert more waste from the landfill, and to introduce a mobile website to provide people with smartphones easier access to City information.

We were also recognized by our peers with an award for our online outreach initiatives. For several years now, we've leveraged the internet to provide another avenue for people to participate in their local government. It's one piece of our ongoing effort to involve the community in the City's day-to-day activities, as well as the long-term planning that will shape the future of Port Coquitlam – such as the development of our new Corporate Strategic Plan in 2010.

Our budget also received a closer look in 2010. We added benchmarking information for accountability, and changed the format to make it easier to understand and more transparent.

These and other initiatives are encouraging people to re-engage with our community, or to get involved for the first time. We're certainly seeing an increase in community pride, as evidenced by the outpouring of spirit during the 2010 Olympic Winter Games. Our celebrations brought together people of many different interests, creating a legacy of cooperation, friendship and pride that will continue to serve our community in the years to come.

On behalf of City Council, we hope you enjoy this report on our City's activities and accomplishments of 2010. The work we did will keep Port Coquitlam moving forward towards a sustainable and prosperous future that reflects the priorities of our residents and businesses.

Greg Moore  
Mayor

# Message from the Chief Administrative Officer

I am very proud to be part of a City that thrives on continuous improvement.



This Annual Report, entitled *Moving Forward*, reflects the City of Port Coquitlam's continuing efforts to seek ways of improving our service to the community.

In recent Annual Reports, much has been said about the urgent need for transportation infrastructure to relieve traffic along major routes, link the two halves of the City, improve emergency response times and reduce greenhouse gases from idling traffic. In response, City Council approved the Coast Meridian Overpass (CMO), the largest infrastructure project ever undertaken by the City, with a budget of \$135 million. After several years of unwavering commitment and hard work by many people, from conceptual design to construction, we are extremely proud to see the completion of this important project in 2010, as promised and within the approved budget. Since its opening, the preliminary data shows the CMO is well on its way towards achieving its stated objectives. The CMO is a functional landmark that will serve the community and the region well into the future.

After completing the CMO, what better time was there to reflect upon where the City has been and where we should be moving forward to? The City rigorously pursued the development of a new Corporate Strategic Plan in 2010, with our most extensive consultation process to date. We solicited input from staff at every level of our organization, community groups representing a range of interests, the business community, youths and seniors, as well as residents and businesses randomly selected by a survey consultant retained to provide statistically valid results. As we move into 2011, we look forward to the results of the analysis of this massive amount of input and the completion of a new Strategic Plan to guide us forward.

Some of our other successful endeavours of 2010:

1. We continued to improve our online outreach through the use of social media and new initiatives such as a mobile website for cell phones and other devices, and received a Best Practices - Civic Engagement Award from the Union of BC Municipalities for our efforts.
2. In partnership with the Heritage and Cultural Society, we completed the first Heritage Strategic Plan.
3. We completed a Corporate and Community Climate Action Plan consistent with Provincial guidelines.
4. We substantially completed the development of the City's first Environmental Strategic Plan.
5. We were the first City in Metro Vancouver to introduce alternate-weekly garbage collection, helping our residents divert more waste away from landfills while addressing the rapidly escalating landfill disposal costs and greenhouse gas emissions.
6. As part of our efforts to reduce energy consumption, we conducted energy audits and piloted energy-efficient light emitting diode (LED) streetlights and an adaptive lighting control system, with encouraging results.

The foregoing are the results of a City blessed with strong political leadership, a highly professional staff, and an involved community. I am very proud to be part of a City that thrives on continuous improvement and is in excellent shape moving forward!

A handwritten signature in black ink, appearing to read 'Tony Chong', enclosed within a simple oval-shaped scribble.

Tony Chong, P. Eng.  
Chief Administrative Officer

# Community Profile



A vibrant community of more than 57,000 people, Port Coquitlam boasts a picturesque natural setting, a strategic location, progressive business opportunities, strong community spirit and a dedication to healthy living that offers an exceptional living and working environment for people of all ages and lifestyles.

Over the last several years, the City has been bustling with new commercial, institutional, industrial and residential developments, many of which are close to our historic and authentic downtown core or in new growth areas such as the Dominion Triangle. To meet the needs of our residents, the City has been undertaking improvements to infrastructure, transportation and other services, including the Leigh Square Community Arts Village and the Coast Meridian Overpass.

Incorporated as a municipality in 1913, Port Coquitlam strives to be a complete community that balances social, environmental and economic values while fulfilling the priorities set by our citizens.

We believe our engaged and active citizens make our community a better place to live, work and play, and we provide and support a wide variety of opportunities for citizen involvement.

Port Coquitlam is centrally located within the Lower Mainland, with easy access to Vancouver via road, transit and commuter rail links. This accessibility, combined with the availability of affordable industrial, commercial and residential properties and our continued focus on economic growth, has drawn a large number of progressive enterprises to the community.

Port Coquitlam is also a desirable and safe place to live and raise a family. Our residents have access to more than 271 hectares of parkland and an extensive system of outdoor trails perfect for cycling, hiking and leisurely walks. A wide variety of housing choices, quality schools, health care facilities, shopping, recreation and arts facilities, and numerous places of worship round out this warm and caring community.



# Mission and Vision



## MISSION STATEMENT

Our mission is to work with our citizens to create a healthy, vibrant and caring community, through:

- Visionary leadership and accountable governance,
- Citizen involvement,
- Balancing the expectations for services with available resources,
- Decision-making that integrates the social, economic and environmental interests of the community, and
- Quality in customer service.

## OUR VISION

Port Coquitlam will aspire to be a complete community, unique because of its traditional, small-town atmosphere and its strong sense of pride, and where:

- Citizens have a collective sense of belonging and contribute to the quality of life in the community.
- The community celebrates a vibrant culture and heritage.
- The environment is nurtured for present and future generations.
- A dynamic economy contributes to prosperity and the opportunity to work close to home.
- Planned development strengthens the character of the community, helping to create safe and affordable neighbourhoods.



# City of Port Coquitlam Organizational Chart

**CITIZENS OF PORT COQUITLAM (RESIDENTS, PROPERTY OWNERS, BUSINESSES)**

## CITY COUNCIL



### OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Tony Chong, P.Eng  
Chief Administrative Officer  
*Directs all Departments and Human Resources Division*



### CORPORATE SERVICES DEPARTMENT

Mindy Smith, CA-CIA, MBA  
Director

*Divisions: Finance, Information Services, Bylaw & Licensing*

### FIRE & EMERGENCY SERVICES DEPARTMENT

Steve Gamble, CFO, MIFireE  
Fire Chief/City Emergency Coordinator

*Divisions: Protective Services, Facilities, Operations, Emergency Preparedness*



### DEVELOPMENT SERVICES DEPARTMENT

Laura Lee Richard, MCIP  
Director

*Divisions: Building, Planning*

### LEGISLATIVE & ADMINISTRATIVE SERVICES DEPARTMENT

Kathleen Vincent  
Director

*Divisions: Communications, Corporate Office, Legislative*



### ENGINEERING & OPERATIONS DEPARTMENT

Igor Zahynacz, P.Eng  
Director

*Divisions: Engineering, Environmental Protection, Roads & Drainage*

### PARKS & RECREATION DEPARTMENT

Barry Becker  
Director

*Divisions: Recreation, Parks & Facilities, Parks Planning & Design*



### MUNICIPAL AUDITORS

BDO Dunwoody LLP

### BANKERS

Toronto Dominion Bank

### POLICING (RCMP)

Claude Wilcott  
Officer-in-Charge

*Contracted service*



# Port Coquitlam City Council



## Port Coquitlam City Council 2008-2011

Top row, from left: Cllr. Glenn Pollock, Cllr. Darrell Penner, Cllr. Brad West, Cllr. Mike Forrest

Bottom row, from left: Cllr. Michael Wright, Mayor Greg Moore, Cllr. Sherry Carroll

Elected every three years by the citizens of Port Coquitlam, City Council is a legislative body that provides leadership to the City's government.

Port Coquitlam City Council is committed to ensuring that the priorities of local citizens guide the policies it establishes and the decisions it makes on civic matters such as land use and budget levels for operations and capital expenditures.

City Council is made up of the Mayor and six Councillors, all of whom are elected for three-year terms. The Mayor chairs the Council meetings and workshop sessions between Council meetings. He is also a member of all Council committees.

Issues requiring a Council decision generally appear first before one of the special committees of Council. These are: the Community Safety Committee, Environmental Enhancement Committee, Healthy Community Committee, Finance and Intergovernmental Committee, Smart Growth Committee, Social Inclusion Committee, and Transportation Solutions & Operations Committee.

These committee meetings, along with Council's two regular meetings each month, are open to the public. Meeting agendas are available from City Hall or the City's website ([www.portcoquitlam.ca/council](http://www.portcoquitlam.ca/council)).



# Volunteering



The City of Port Coquitlam takes great pride in the many volunteers and organizations who work hard to make our community a better place for everyone.

Because of the efforts of our volunteers, Port Coquitlam is more than just a wonderful place to live and work. It is also a safer, healthier and more complete community, with an abundance of PoCo Pride – that special combination of community spirit and pride that is unique to our community.

Almost every aspect of our community is touched and enriched in some way by volunteers. They willingly take on often-thankless tasks and do whatever is necessary to support their cause, whether it is sports, healthcare, arts and culture, community celebrations, leisure activities, crime prevention, emergency preparedness, the environment or other facets of our community.

The City of Port Coquitlam encourages volunteerism by providing opportunities for our citizens to volunteer in all aspects of civic life, from assisting with recreation programs to serving as citizen advisors to our City Council. Our website, [www.portcoquitlam.ca/volunteer](http://www.portcoquitlam.ca/volunteer), features volunteer opportunities and online registration.

Our busy volunteer program is organized by a dedicated Volunteer Services Program Coordinator. We are extremely grateful for the support of our approximately 500 civic volunteers, who help our City provide even better service to all citizens in our community.

Each April, in conjunction with National Volunteer Week, we honour and celebrate all the volunteers in our community at our annual Volunteer Recognition Awards & Tribute and other volunteer recognition events. These events recognize these unsung heroes and their legacy, and encourage them to keep working hard to make our community better and better.



# Giving Back



The City of Port Coquitlam encourages our employees to be active participants in the community they serve, and we're proud of the numerous charitable and volunteer endeavors undertaken by our staff.

Not a month goes by without some sort of office fundraiser supporting a good cause, and many of our staff members also volunteer their spare time for a variety of worthwhile organizations.

While many staff are local residents, even those who live elsewhere take pride in doing what they can for Port Coquitlam.

Here are just a few examples of how our employees continued to go above and beyond for our City in 2010:

- The City's annual United Way campaign raised \$15,668 through casual days, book sales, bingo, 50/50 draws, basket raffles, and smokey and pizza days.
- Staff raised \$1,455 for the Terry Fox Foundation through casual days and raffles of a day off with pay.
- Participation in Jeans Day and a raffle of a day off with pay raised \$1,060 for the BC Children's Hospital Foundation.

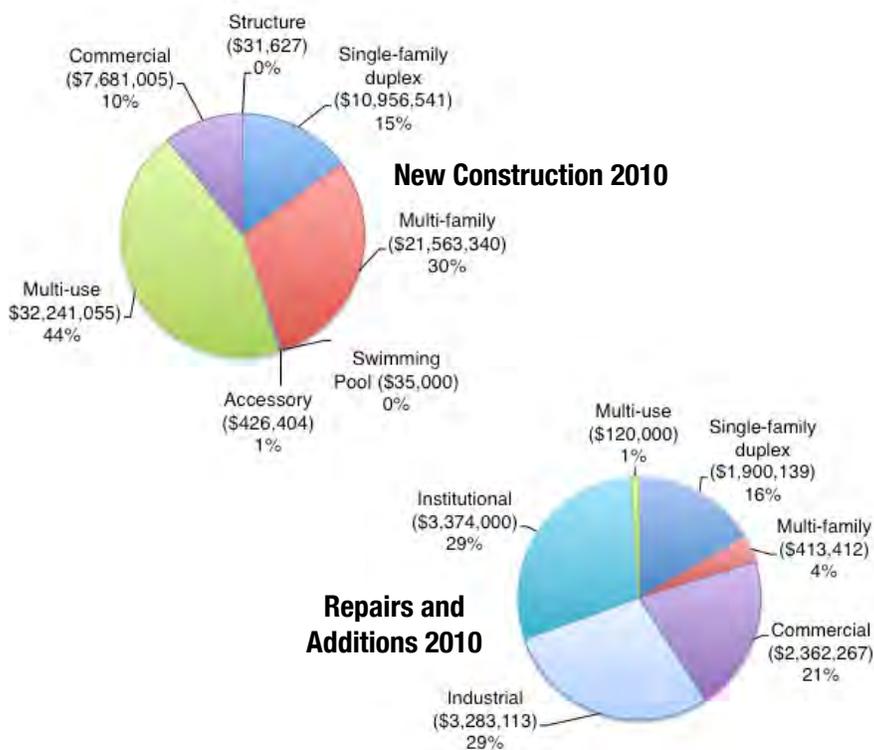
- Port Coquitlam firefighters raised \$28,300 for a variety of causes in 2010 through efforts such as a boot drive, Christmas tree chipping, participation in the Wingrove Memorial Ball Tournament, and the annual Canada Day Salmon Barbecue. Funds raised included:
  - \$11,000 for Muscular Dystrophy Canada,
  - \$10,000 for the Haiti Relief Fund,
  - \$5,200 for the BC Professional Fire Fighters Burn Fund, and
  - \$2,100 for Helmets for Heroes.
- City staff raised \$703 for SHARE by holding casual days, in addition to raising \$1,140 plus a large quantity of food for the Tri-City Food Bank Challenge in July.

Members of Council also volunteer on a regular basis in the community. For example, Council members helped raise more than \$500 for the Salvation Army by volunteering at a Christmas kettle for eight hours, raising the most in the Tri-Cities during the Mayor's Challenge event.

# Economic Snapshot

## Construction Value

YEAR	TOTAL \$ VALUE – NEW CONSTRUCTION	TOTAL \$ VALUE – REPAIRS AND ADDITIONS
2006	74,703,500	7,654,472
2007	107,742,004	20,673,289
2008	45,825,226	8,186,742
2009	35,862,119	16,685,521
2010	72,934,972	11,452,931



## Business Licences

YEAR	LICENCES ISSUED
2006	2,358
2007	2,447
2008	2,621
2009	2,629
2010	2,904

Source: Bylaw & Licensing Division

### TOP FIVE SECTORS:

- Home-based
- General
- General contractor (out of town)
- Manufacturing
- Professional person

## Summary Statistics

	PORT COQUITLAM	B.C.
Population, 2006	52,687	3,907,738
<b>Total population 15 yrs &amp; up</b>	<b>42,355</b>	<b>3,433,880</b>
Never legally married (single)	13,545	1,102,395
Legally married (not separated)	22,460	1,730,480
Separated, still legally married	1,410	110,575
Divorced	3,200	285,860
Widowed	1,745	204,570
<b>Total private dwellings occupied</b>	<b>18,700</b>	<b>1,643,150</b>
Owned dwellings	14,900	1,145,050
Rented dwellings	3,805	493,995
<b>Total no. of census families</b>	<b>14,960</b>	<b>1,161,420</b>
Married-couple families	11,020	844,430
Common-law-couple families	1,565	141,825
Lone-parent families	2,370	175,160
<b>Total private households</b>	<b>18,700</b>	<b>1,643,150</b>
Containing a couple (married or common-law) with children	7,040	432,420
Containing a couple (married or common-law) without children	4,715	486,040
One-person households	3,760	460,580
Other household types	3,190	264,105
Average household size	2.8	2.5
<b>Mother tongue: English only</b>	<b>36,675</b>	<b>2,875,770</b>
Mother tongue: French only	490	54,740
Mother tongue: Other	14,945	1,137,945
<b>Non-immigrants</b>	<b>36,880</b>	<b>2,904,240</b>
Immigrants	14,750	1,119,215
Before 1991	7,060	605,680
1991 to 2000	5,645	335,695
2001 to 2006	2,045	177,840
Non-permanent residents	600	50,925
<b>At same address 1 year ago</b>	<b>45,225</b>	<b>3,348,275</b>
At same address 5 years ago	29,315	2,067,790
<b>Aboriginal identity population</b>	<b>905</b>	<b>196,070</b>
Non-Aboriginal identity pop.	51,325	3,878,310
<b>Median income</b>	<b>\$28,403</b>	<b>\$24,867</b>
Males	\$37,758	\$31,598
Females	\$21,407	\$19,997
Median income after tax	\$25,679	\$22,785
Incidence, low-income	15.4%	17.3%
<b>Labour force (15+ yrs.)</b>	<b>30,380</b>	<b>2,226,380</b>
Employed	28,905	2,092,770
Participation rate	72.6%	65.6%
Employment rate	69.1%	61.6%
Unemployment rate	4.9%	6%
<b>Education (15 yrs. &amp; over)</b>	<b>41,850</b>	<b>3,394,910</b>
No certificate, diploma, degree	7,260	675,345
High school graduate	12,715	946,645
Trades certificate	4,815	368,355
College diploma	8,210	565,900
Some university	2,295	184,395
University degree	6,555	654,265

Source for the above: Statistics Canada - 2006 Census

## Population and Dwellings

	Port Coquitlam	B.C.
Population in 2006	52,687	4,113,487
Population in 2001	51,257	3,907,738
2001 to 2006 population change (%)	2.8	5.3
Total private dwellings 2006	19,689	1,788,474
Total private dwellings 2001	17,755	1,534,335
Population density per sq. km 2006	1,826.4	4.4
Population density per sq. km 2001	1,780.4	4.2

Source: Statistics Canada - 2001 and 2006 Census  
Note: Census 2006 population estimates are not consistent with municipal population projections. Revised figures not available at time of publication.

## Age Distribution

AGES	PORT COQUITLAM		% DISTRIBUTION*	
	Male	Female	Port Coquitlam	B.C.
All	26,165	26,525	100%	100%
0-14	5,310	5,030	19.6	16.5
15-24	3,985	3,565	14.3	13.2
25-44	7,700	8,260	30.3	27.4
45-64	7,215	7,190	27.4	28.4
65+	1,955	2,490	8.4	14.5

\* Distribution based on published totals, both sexes.  
Source: Statistics Canada - 2006 Census.

# Corporate Strategic Plan



In 2010, the City of Port Coquitlam started the process to develop a new Corporate Strategic Plan to guide the City's future decisions and actions. We called this process *2020 Vision: Let's Get Clear on Port Coquitlam's Future*.

Much has changed and much has been achieved in Port Coquitlam since development of the current Strategic Plan in 2002. The new Strategic Plan, to be adopted in 2011, will help the City remain focused and relevant as it meets the challenges of tomorrow.

To ensure the Strategic Plan reflects community priorities, public consultation was the cornerstone of the 2020 Vision process. We reached out to the community in a variety of ways, including a statistically valid telephone survey of residents and businesses, an online survey and comment form, focus groups, stakeholder meetings and an open house. We also engaged City staff in a parallel process that included a Staff Liaison Team, survey and workshops.

Work and consultation continues into 2011, with adoption of the new plan planned for late spring.

The City's existing Strategic Plan continued to provide guidance in 2010. Its eight strategic objectives served as a roadmap for City decisions and initiatives.

## STRATEGIC OBJECTIVES:

### 1. Improve Mobility and Access

Develop a transportation system that provides for the efficient movement of people, goods and services and promotes accessibility within Port Coquitlam and the region.

### 2. Maintain and Improve Infrastructure Assets

Protect the City's investment in infrastructure to support the delivery of services in a cost-effective and sustainable manner.

### 3. Build a Complete Community

Create a livable, vibrant and healthy community where social, economic and environmental interests are balanced, active lifestyles are promoted, and a diverse culture and heritage are celebrated.

### 4. Enhance Community Safety

Improve community security through the continued delivery of City and emergency services with the participation of residents and businesses.

### 5. Enhance Customer Service

Provide the community with quality customer service that is efficient, respectful and competent.

### 6. Build Strategic Alliances

Create ties to promote understanding and support for strategic directions.

### 7. Maintain Financial Stability

Effectively manage public funds to balance available resources with community priorities.

### 8. Build a Strong Organization

Generate the commitment, skills and resources needed to achieve the City's vision.

# Improve Mobility and Access

Develop a transportation system that provides for the efficient movement of people, goods and services and promotes accessibility within Port Coquitlam and the region.



## STRATEGIES

Participate with other levels of government and transportation agencies to implement improvements to the regional transportation system.

Develop a safe and efficient road network system that improves traffic within Port Coquitlam.

Develop a trail system that encourages cycling and pedestrian movement and enhances the public's ability to move freely within the City.

Maximize financial support from other government agencies and the private sector for transportation projects in Port Coquitlam.

## 2010 PERFORMANCE INDICATORS

- Completed construction of the Coast Meridian Overpass project with funding support from TransLink, the Province of BC and ICBC.
- Continued to work with other Northeast Sector cities to promote the Evergreen Line rapid transit extension to the region.
- Continued to liaise with the provincial government on current and future provincial transportation projects.
- Initiated a review of the road network component of the Master Transportation Plan.
- Significantly improved traffic flow throughout the community with the completion of the Coast Meridian Overpass and related roads and infrastructure.
- Improved access to transit by making 15 bus stops accessible for people with disabilities.
- Continued to support the annual road rehabilitation program.
- Improved cycling and pedestrian infrastructure by implementing priority projects from the Master Pedestrian & Bicycle Plan.
- Completed upgrades to the Traboulay PoCo Trail and planned for further improvements.
- Secured funding from senior levels of government and TransLink for the Broadway Street Reconstruction Project.
- Partnered with ICBC's 2010 Road Improvement Program for numerous traffic safety improvements.

## GOALS FOR 2011 & 2012

- Complete the Broadway Street Reconstruction Project, and seek additional funds from TransLink and ICBC to reduce the City's share of costs.
- Complete capacity and safety improvements along the Coast Meridian Road and Pitt River Road corridors to accommodate increased traffic volumes.
- Complete development of a new Master Transportation Plan.
- Continue to promote the Evergreen Line rapid transit extension to the region, including a stop in Port Coquitlam.
- Continue to improve access to transit by making more bus stops accessible for people with disabilities.
- Continue to implement priority projects in the Master Pedestrian & Bicycle Plan.
- Continue the annual road rehabilitation program on municipal roads, including pavement resurfacing and drainage improvements.

# Maintain and Improve Infrastructure Assets

Protect the City's investment in infrastructure to support the delivery of services in a cost-effective and sustainable manner.



## STRATEGIES

Maintain an up-to-date inventory and assessment of City assets, including their condition, standards, and operation, maintenance and replacement costs for each asset.

Develop life-cycle programs for all infrastructure assets together with Best Practices and Preventative Maintenance programs to extend the life cycle while maintaining functionality.

Develop a long-term funding strategy for maintaining and replacing infrastructure assets.

Plan for new infrastructure based on innovative and sustainable approaches to managing resources, the use of new technologies, and through managing customer demand.

## 2010 PERFORMANCE INDICATORS

- Received a clean audit report following implementation of a major change in local government accounting requirements regarding City assets.
- Continued to develop processes and implementation procedures to enable the City to meet Public Sector Accounting Board requirements for roads and drainage tangible assets.
- Continued to develop a new water and sanitary service connection data collection and tracking system based on the City's PoCoMAP web-based mapping system.
- Resurfaced a number of City streets to improve driving conditions and road safety, and to reduce future maintenance costs.
- Updated obsolete/non-CSA compliant playground equipment at Kroeker and Settlers Parks.
- Completed extensive internal/external repairs to Hyde Creek Recreation Centre, including replacement of roof and exterior wall system and a number of facility life-cycle projects.
- Continued to video-inspect sanitary sewer mains and service connections to identify and repair failing sections of mains and service connections.
- Continued the watermain upgrading program to replace aging pipe materials.
- Set aside 1% of annual taxes and utility fees for future funding of infrastructure projects.
- Added \$200,000 to the infrastructure maintenance budget to extend the life of infrastructure assets.
- Conducted a pilot project in the downtown core to test energy-efficient LED streetlights and an adaptive lighting control system.
- Completed development of a plan for expanding the City's cemetery.
- Commenced a phased, high-pressure watermain construction program to ensure adequate fire suppression flows are maintained in the Mary Hill and Citadel neighbourhoods.

## GOALS FOR 2011 & 2012

- Continue to improve the efficiency of the City's computer server hardware through the use of virtualized servers.
- Review development requirements to ensure appropriate levels of infrastructure at the time of development.
- Implement an Intelligent Transportation System along the Broadway Street and Coast Meridian Overpass/Road corridor.
- Continue to resurface gravel lanes with asphalt millings to reduce dust and potholes at a lower cost than paving.
- Continue development of prioritization strategies for the Road Rehabilitation and Capital Works program based on life-cycle costing, integrated road and utility projects, and risk reduction.
- Formalize an invasive plant strategy for City green spaces.
- Finalize a parks development cost charge bylaw.
- Conduct a pilot project in which City Operations staff view Geographic Information System infrastructure maps and data in the field to improve operational efficiency.

# Build a Complete Community

Create a livable, vibrant and healthy community where social, economic and environmental interests are balanced, active lifestyles are promoted, and a diverse culture and heritage are celebrated.



## STRATEGIES

Manage growth by developing comprehensive policies and procedures that integrate community interests in decision-making.

Promote neighbourhood stewardship in community development.

Develop policies that protect and enhance existing neighbourhood commercial centres to secure their role as the heart of community life.

Develop a comprehensive program for promoting business and employment opportunities within the City.

Strengthen our community identity and pride.

Support and celebrate our diverse culture and heritage.

Provide opportunities for active, healthy lifestyles that address the leisure and sport needs of the community.

## 2010 PERFORMANCE INDICATORS

- Participated in the development of Metro Vancouver's Regional Growth Strategy.
- Began public consultation for development of a new Corporate Strategic Plan.
- Completed a Corporate and Community Climate Action Plan and substantially completed development of an Environmental Strategic Plan, including extensive public consultation.
- Oversaw projects meeting high environmental standards, including construction of a large-format retail store with a green (vegetated) roof.
- Consulted with the Downtown Business Improvement Association on downtown development issues.
- Supported development of residential apartment buildings around commercial centres, including the community's first high-rise, a 167-unit, 26-storey mixed commercial/residential building in the downtown core.
- Expedited development of the Fremont Village residential/commercial project within the Dominion Triangle, a new growth area.
- Continued to work with the Business Improvement Association and Chamber of Commerce to promote economic development in Port Coquitlam.
- Held a number of events celebrating our community in conjunction with the 2010 Olympics.
- Organized the seventh annual Pitch in for PoCo Pride community clean-up event.
- Finalized the City's first Heritage Strategic Plan.
- Held the third annual Summer in the City Arts Festival to foster community arts and culture.
- Approved and began implementing a Healthy Food and Beverage Policy in City facilities.
- Completed numerous accessibility and mobility enhancement projects at recreation facilities.
- Improved the health of citizens through [www.pocomotion.ca](http://www.pocomotion.ca) and an Active is Easy campaign.
- Worked with the community to complete the Community Sport Strategy.

## GOALS FOR 2011 & 2012

- Adopt a new Corporate Strategic Plan.
- Update Official Community Plan policies and the City's Regional Context Statement.
- Implement the new Heritage Strategic Plan and Environmental Strategic Plan.
- Expand food scraps recycling to multi-family homes.
- Implement a litter clean-up program encouraging citizens and groups to adopt a park, street or trail.
- Work with the community to launch a Sport Alliance and implement the Community Sport Strategy.
- Work to attain sustainable development in the Dominion Triangle growth area.

# Enhance Community Safety

Improve community security through the continued delivery of City and emergency services with the participation of residents and businesses.



## STRATEGIES

Continue to support and promote the City's emergency preparedness program.

Establish and promote crime prevention programs with the support of volunteers, neighbourhood groups, youth and business.

Continue to protect the life, property and health of the community through: response to fire emergencies; bylaw and code enforcement and inspections; flood protection; public works management and public fire safety education.

Establish a strong and visible police presence in Port Coquitlam.

## 2010 PERFORMANCE INDICATORS

- Updated the City's Emergency Plan.
- Continued to offer free Emergency Preparedness courses to residents; attended by 285 people.
- Provided storage of Casualty Collection Unit medical equipment for use during major disasters, and applied to the Ministry of Health to warehouse a 200-bed emergency hospital from the Federal National Emergency Stockpile.
- Collaborated with local musicians to produce a song promoting emergency preparedness.
- Assisted the crime prevention work of the Community Policing Office with a new connection to the RCMP's Police Records Information Management Environment (PRIME) system.
- Continued the bear awareness campaign, including public education and bylaw enforcement to ensure residents are managing their waste.
- Continued Public Safety Inspections in coordination with the RCMP, reducing public safety hazards, including fire, at an average of 12 marijuana grow operations per year.
- Helped promote adoption of stray dogs and cats and City animal control services through advertising, online marketing and participation in Shaw Cable's Animal Show.
- Continued to place notices on title for premises without satisfactory inspections or permits, and followed up regarding compliance.
- Participated in a regional hazardous materials drill to better enhance response capabilities.
- Continued implementation of the RCMP Crime Reduction Strategy, with introduction of an Intelligence and Analysis Team to expand into fraud and identity theft crimes.
- Coquitlam RCMP website was launched ([www.coquitlam.rcmp.ca](http://www.coquitlam.rcmp.ca)).

## GOALS FOR 2011 & 2012

- Review animal shelter contract.
- Conduct a comprehensive bylaw notice enforcement system for issuing and hearing parking tickets.
- Prepare a floodplain bylaw to guide future development and specify permitted uses within the floodplain.
- Conduct an aggressive fire prevention education program to reduce the number of emergency responses.
- Construct a live fire skills training facility at the Number 1 Fire Hall training ground.
- Develop a Lions Park Homeless Strategy.
- Continue to work with the Ministry of Health to obtain approval to warehouse a portable 200-bed emergency hospital from the federal National Emergency Stockpile.
- Continued work by the RCMP and the new Intelligence and Analysis Team to address fraud and identity theft and implement the Crime Reduction Strategy.
- Leverage the new RCMP website to reduce fear of crime and increase community engagement.
- Continue to refine and develop bylaw enforcement policies and procedures.

## Enhance Customer Service

Provide the community with quality customer service that is efficient, respectful and competent.



### STRATEGIES

Establish and promote a customer service culture that is responsive to customer needs.

Enhance communications with residents and businesses to provide information on City activities, plans and issues.

### 2010 PERFORMANCE INDICATORS

- Continued to strengthen working relationship between staff in Development Services and other departments to manage files and enhance one-stop service to applicants.
- Continued to incorporate public consultation into projects and initiatives to ensure City decisions and actions reflect community priorities.
- Received a Best Practices – Civic Engagement Award from the Union of BC Municipalities for the City's online outreach program.
- Held several public events to promote citizen engagement and awareness of City environmental initiatives, including Earth Hour, a City-wide Garage Sale, Pitch in for PoCo Pride cleanup event, and an Earth Week compost giveaway.
- Secured significant media coverage of City initiatives and programs; achieved more than 80% media pickup of media releases.
- Conducted a survey of E-Update email newsletter subscribers to gauge satisfaction and improve service.
- Continued to enhance the use of social media such as Facebook, Twitter and YouTube to increase public engagement. Experienced a 115% increase in Facebook fans from the previous year, to more than 2,600 fans.
- Launched a new mobile website to provide access to City information from cell phones and mobile devices.
- Received 1,300 responses to public consultation opportunities during development of a new Corporate Strategic Plan.
- Continued to make use of online surveys and comment forms to provide additional opportunities for citizen involvement and input.
- Held open houses and public consultation on topics such as financial planning, heritage, the environment, sports, development and other issues.

### GOALS FOR 2011 & 2012

- Continue to develop and implement land development software to track and manage applications, including a website for developers and builders, and improved staff efficiency.
- Promote staff training to expand capacity to respond to shifting demands for service, keep current with changing technology and meet customer service requirements.
- Manage the 2011 civic election and work with other cities to increase voter turnout.
- Review notification process for public hearing and public input opportunities to enhance public access to support documents and related information.

# Build Strategic Alliances

Create ties to promote understanding and support for strategic directions.



## STRATEGIES

Build positive relationships with senior levels of government to gain support for City initiatives and funding for projects.

Develop new and creative partnerships with government, community institutions (churches, schools), community groups and private and non-profit organizations to enhance services to the community.

Form alliances with the business community to encourage greater involvement in, and contributions to, civic events.

Improve communications and working relationships with the RCMP and neighbouring municipalities.

## 2010 PERFORMANCE INDICATORS

- Confirmed contributions of \$11.4 million in provincial and federal funding for the Broadway Street Reconstruction Project, along with \$1.15 million from TransLink.
- Partnered with Dominion Triangle Limited Partnership to fund the Pitt River Intertidal Habitat Project, an environmental compensation project related to development in the Dominion Triangle growth area and the Broadway Street Reconstruction Project.
- Targeted local stakeholder groups for consultation in the development of a new Corporate Strategic Plan.
- Partnered with BC Hydro to test the use of energy-efficient LED streetlights and an adaptive lighting control system.
- Began a Maple Creek Integrated Watershed Management Plan with the Maple Creek Streamkeepers and City of Coquitlam.
- Initiated a workplace energy conservation awareness program in partnership with BC Hydro.
- Continued to support Downtown Business Improvement Association events such as Harvest Festival and the Downtown Car Show.
- Continued to work closely with local businesses and business organizations through the Smart Growth Committee, the annual Business Update newsletter, and other avenues.
- Participated in meetings of the Northeast Sector Mayors Committee to address regional issues such as homelessness, bear awareness and regional transportation.

## GOALS FOR 2011 & 2012

- Work with the Kwitkwetlem First Nation and local environmental groups on a Coquitlam River Watershed Roundtable.
- Complete the Pitt River Intertidal Habitat Project in partnership with the Dominion Triangle Limited Partnership.
- Partner with ICBC for the 2011 Road Safety Program.
- Complete a Maple Creek Integrated Watershed Management Plan with the Maple Creek Streamkeepers and City of Coquitlam, including detailed design of the Maple Creek stormwater pump station.
- Continue to create avenues for meaningful public involvement in City planning efforts.

# Maintain Financial Stability

Effectively manage public funds to balance available resources with community priorities.



## STRATEGIES

## 2010 PERFORMANCE INDICATORS

Maintain a solid fiscal foundation.

- Received the Government Finance Officers Association’s Canadian Award for Financial Reporting and Distinguished Budget Presentation Award.
- Adopted a long-term finance strategy that supports operations, maintenance, growth and asset depletion for service continuum into the future.
- Continued to review services, using the 2009 Core Services Review as a baseline, to ensure services are being conducted in the most cost-effective manner possible.

Improve business processes and enhance operating efficiencies to reduce costs while continuing to meet customer needs.

- Utilized British Columbia Institute of Technology students for human resources projects such as a recruitment video and research for an improved employee service recognition program.
- Developed electronic versions of mandatory safety and policy training.
- Commenced an update of the City’s Financial Management, Purchasing and Reserve policies.
- Generated additional revenue and collection in the areas of dog licensing, summons for payment hearings, two-tier municipal ticketing, and unlicensed business application fees.
- Enhanced communications with fibre optic connections between north and south side facilities.
- Developed alternative road rehabilitation strategies and practices to extend the useful life of existing road structures.

Provide City services that are responsive to community needs and priorities.

- Began development of a new Corporate Strategic Plan to ensure future decisions reflect community priorities.
- Held pilot food scraps recycling projects at multi-family properties and schools.
- Responded to long-time public demand by opening the City’s first dog off-leash park.

Maintain reasonable levels of property taxes and other municipal levies by managing finances to minimize rate increases, and by pursuing alternative revenue sources.

- Maintained utility levies at 2009 rates due to savings in landfill disposal fees and operational costs from initiatives such as alternate-week garbage pickup and food scraps recycling.
- Aggressively sought grants to fund or offset the City’s contribution to projects and initiatives, such as the Broadway Street Reconstruction Project.

## GOALS FOR 2011 & 2012

- Establish a local processing plant for food scraps and yard trimmings that will showcase best practices and result in financial benefits to the City.
- Continue to qualify for the Government Finance Officers Association’s Distinguished Budget Presentation Award and Award for Financial Reporting.
- Apply the Corporate Financial Goal developed by the Finance and Intergovernmental Committee.
- Maintain financial stability and operational efficiency after retirement of long-term employees.
- Provide for enhanced records management including online document storage, scanned drawings, enhanced capacity for onsite electronics and online communications.
- Complete a Communications Strategic Plan and guidelines to ensure strategic, consistent and efficient use of in-house and contracted communications resources.

# Build a Strong Organization

Generate the commitment, skills and resources needed to achieve the City's vision.



## STRATEGIES

## 2010 PERFORMANCE INDICATORS

Improve the relationships between the employer and the union.	<ul style="list-style-type: none"> <li>• Consulted with the firefighters' union (IAFF) and civic employees' union (CUPE) on the 2010 Financial Plan.</li> </ul>
Develop and commit to a comprehensive corporate training and professional development program that is aligned with the strategic direction for the City.	<ul style="list-style-type: none"> <li>• Conducted multiple employee training sessions, including new-employee orientations, emergency preparedness and other skills training.</li> <li>• Completed research for an improved employee service recognition program.</li> </ul>
Enhance internal communication to keep staff and Council better informed about City operations, key issues and activities.	<ul style="list-style-type: none"> <li>• Used email information distribution to keep Council and staff apprised of key issues and events in a timely manner.</li> <li>• Engaged City staff in developing the new Corporate Strategic Plan through a Staff Liaison Team, survey and workshops.</li> </ul>
Build stronger relations between Council and City staff to better meet customer needs, and to improve Council processes.	<ul style="list-style-type: none"> <li>• Provided guidance and support to Council members in the execution of their policies and decisions.</li> <li>• Worked together to update and develop new bylaws and policies.</li> </ul>
Monitor and respond to changing customer and stakeholder expectations, and to changes in the City's operating environment.	<ul style="list-style-type: none"> <li>• Integrated public consultation into long-range planning initiatives such as development of a new Corporate Strategic Plan, Heritage Strategic Plan and Environmental Strategic Plan.</li> </ul>

## GOALS FOR 2011 & 2012

- Successfully renew the firefighters' union (IAFF) and civic employees' union (CUPE) collective agreements.
- Develop an Information Services Strategic Plan that aligns with the goals of the City's Corporate Strategic Plan.
- Conduct a workshop for prospective candidates in the November 2011 municipal election to assist them in making an informed decision about running for office.
- Implement an employee recognition program and retirement tribute.
- Continue to review and refine recruiting practices to improve efficiency and the City's ability to attract top-quality candidates, while ensuring legislated obligations are met.
- Launch a revised New Employee Orientation program to meet legal and best practice standards.
- Provide remote access to safety and policy training at City facilities to reach as many staff as possible.

# Letter of Transmittal



## LETTER OF TRANSMITTAL

April 21, 2011

Mayor and Council  
City of Port Coquitlam

The year 2010 was a year of accomplishments. The largest project in the City's history, the Coast Meridian Overpass (CMO) was completed in the Spring of 2010. The benefits to our community were social as we further connected the north and south sides of the City; economic as we facilitated traffic and goods movement; and environmental as traffic congestion was reduced. These benefits will continue for years into the future. The impact on our finances is as shown in our 2010 Annual Report.

It is my pleasure to present to you the City's Financial Statements and Annual Report for the fiscal year ending December 31, 2010. The purpose of this report is to publish the City's audited Financial Statements pursuant to Section 167 of the Community Charter.

Preparation and presentation of the Financial Statements (Statements) and related information in the 2010 Annual Report is the responsibility of the City. The Statements were prepared in accordance with generally accepted accounting principles as recommended by the Public Sector Accounting Board (PSAB) of the Institute of Chartered Accountants.

The City maintains a system of internal controls designed to safeguard assets of the corporation and to provide reliable financial information. Expenditures and revenues are analyzed daily by departments and finance staff and quarterly through variance reports.

City Council ensures management fulfills its responsibilities for financial reporting, budgeting, and internal controls and exercises its responsibility through approval of bylaws and policies at Council; a review of variance reports and financial statements at the Finance and Intergovernmental (FIG) Committee meetings; and discussions with the City's auditors in a Closed FIG Committee meeting.

The audit firm of BDO Canada LLP, appointed by Council has expressed their opinion that the Statements prepared by management, fairly present the financial position of the City and the results of 2010 operations in accordance with PSAB.

### **Corporate Services**

2580 Shaughnessy Street, Port Coquitlam, BC, Canada, V3C 2A8

Tel: 604-927-5211 Fax: 604-927-5402

[www.portcoquitlam.ca](http://www.portcoquitlam.ca)

# Letter of Transmittal

## **MUNICIPAL OVERVIEW**

The City provides a complete range of municipal services to residents and local businesses. Services include police, fire, water, sewer, transportation, planning, recreation and other programs benefitting the community.

Where possible, services are cost-shared with other municipalities for cost effective service delivery including emergency communications, fire dispatch, police and vector control services.

The City is dependent on the Greater Vancouver Water District for the supply of water, the Greater Vancouver Regional District for the disposal of sewage and Metro Vancouver for the co-ordination of common services with other municipalities.

## **FINANCIAL OVERVIEW**

Along with the CMO, the City began construction of three new infrastructure projects supported by senior government funding. The first was an environmental compensation project; the second a transportation expansion; and the third a facility upgrade.

Capital projects for infrastructure renewal, maintenance, replacement and additions rounded out the capital expenditure program for the year. These expenses were capitalized to comply with PSAB recommendations.

Reporting capital revenue contributions on the Statement of Operations with the corresponding capital expenses now on the Statement of Financial Position we show a large annual surplus in the year. The components of the surplus include funds expended on capital assets; internal debt repayment; reserve transfers; amortization and gain (loss) on asset disposal. Amortization and gain (loss) on asset disposal are non-cash items and affect non-cash equity. Reserve transfers and internal debt repayments are the use of funds to pay for past or future commitments. The residual balance is the cash surplus (deficit) for the year.

The City has taken a long-term approach to its finances for a sustainable future. This approach requires setting sufficient funds aside for replacement of assets consumed in the year as well as addressing the gap created from underfunding in prior years. As with many cities in the world, minimal funds have been set aside in the past for the eventual replacement of our assets as they reach the end of their useful lives. The approach taken by the City will take time to implement and will build City reserves to address upcoming funding pressures for infrastructure in the next few decades.

Positive steps have been taken to address these future challenges. As shown on the Statement of Accumulated Surplus, funds are slowly collecting in long term reserves to address the infrastructure gap.

# Letter of Transmittal

Annual operations have remained constant in the year. Fire and emergency services, police protection, water supply, sewer discharge, development, recreation, parks, culture and other primary and support services were delivered to the residents and businesses in the City consistent with prior years with minor adjustments for a change in demand and market conditions.

Following a global economic downturn that began in 2008, the economy in 2010 has been showing signs of recovery. There is cautious optimism as development revenues have improved. Interest rates remain low affecting allocation of City investments. Capital costs for large capital projects, including the CMO have affected reserve balances, deferred development cost charges and have added debt to the City's finances. The City is now in the process of rebuilding its finances.

## **CONCLUSION**

City services provide the community with a quality of life that includes safety and protection, supply of essential services, a sense of community and economic well-being. A long-term approach to the city's finances will ensure these services will be available to the community in the years to come.

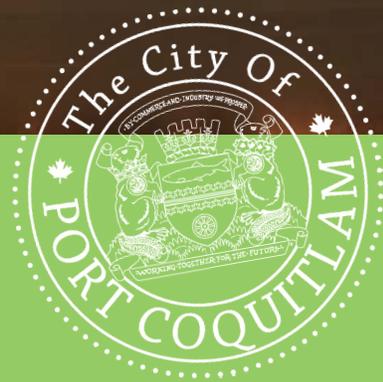
Following PSAB recommendations to quantify the long-term financial needs of the City and taking steps to fund these needs in the City's reserves has been an important step for the City in reaching sustainability of City finances.

Balancing affordability for the community today and tomorrow will continue to be our financial challenge. The annual financial statements will monitor our progress.

Respectfully,



Mindy Smith, CA-CIA, MBA  
Director of Corporate Services



Moving forward

# Department Overviews



## 2010 Highlights

- Opened the Coast Meridian Overpass (CMO), bringing together the two sides of the community.
- Won a Best Practices - Civic Engagement award from the Union of British Columbia Municipalities for the City's online outreach program.
- Began to consult with the community for development of a new Corporate Strategic Plan.
- Showed our community spirit during the Olympic Winter Games and created long-term partnerships and legacies.
- Adopted a Heritage Strategic Plan and a Corporate and Community Climate Action Plan, and substantially completed the City's first Environmental Strategic Plan.
- Introduced alternate-week garbage pickup and reduced what Port Coquitlam residents send to the landfill by 27%.
- Saw development begin in Fremont Village in the Dominion Triangle growth area, including a Walmart with a green (vegetated) roof.
- Started to develop the Pitt River Intertidal Habitat, which will help preserve two eagles' nests and create 23 acres of new wetland habitat.
- Opened the City's first dog off-leash area in Shaughnessy Park.
- Completed extensive internal and exterior renovations to Hyde Creek Recreation Centre.
- Worked with the community to complete the Community Sport Strategy.
- Received awards for the City budget and annual financial report.
- Replaced the Gates Park artificial turf field.
- Introduced a mobile website specifically for cell phones and mobile devices.



# Office of the Chief Administrative Officer



The Chief Administrative Officer executes policies and decisions of Council and directs and coordinates the activities of all City departments.

The CAO conducts long-range and corporate planning for the organization and oversees the development and proper expenditure of the City's operating and capital budgets.

## HUMAN RESOURCES DIVISION

The Human Resources Division provides specialized advice and assistance to internal and external customers, including City employees and the public. Human Resources staff provide support to all City departments in matters relating to recruitment, labour relations, occupational health and safety, human resource programs, training and development, benefit administration, wage and salary administration and many other areas that involve City employees.



## 2010 HIGHLIGHTS

- Oversaw successful completion of the Coast Meridian Overpass on schedule and on budget.
- Initiated the development of a new Corporate Strategic Plan.
- Supported the commencement of the Pitt River Intertidal Habitat environmental compensation project for the Dominion Triangle growth area, minimized the City's financial contribution by leveraging partnerships, and satisfied other government requirements.
- Expedited development of the Fremont Village within the Dominion Triangle area.
- Facilitated the Broadway Street Reconstruction Project by securing funding from senior levels of government and by expediting the *Canadian Environmental Assessment Act* approval process.
- Utilized British Columbia Institute of Technology students to create a recruitment video and to research and make recommendations for an improved employee service recognition program.
- Developed electronic versions of mandatory safety and policy training.
- Implemented a more efficient method of managing and sharing disability claims information.

# Corporate Services



The Corporate Services Department is responsible for the strategic direction and stewardship of the City's finances, information systems, bylaw enforcement and business licensing. The Department is the principal contact with the RCMP and First Nations and is also responsible for vector control and a variety of support services, including telephone, office supplies and equipment.

## FINANCE

The Finance Division manages all financial services for the City including:

- financial planning and reporting (internal and external),
- financial transaction processing of revenues and expenditures,
- management and investment of municipal funds,
- corporate risk management and internal control, and
- billing and collection of property taxes and utility fees.

## INFORMATION SERVICES

Information Services ensures continued operation of the City's computer system. The Division is responsible for maintaining the corporate networks, system backups, information security, personal computers, various desktop and service specific software, email and internet access.

## BYLAW & LICENSING SERVICES

Bylaw & Licencing Services oversees business licensing, animal control and bylaw enforcement, generally on a complaint basis.

## 2010 HIGHLIGHTS

- Received a clean audit report following implementation of a major change in local government accounting recommendations.
- Received the Government Finance Officers Association's Canadian Award for Financial Reporting and Distinguished Budget Presentation Award.
- Commenced an update of the City's Financial Management, Purchasing and Reserve policies.
- Generated additional revenue and collection in the areas of dog licensing, summons for payment hearings, two-tier municipal ticketing, and unlicensed business application fees.
- Helped promote adoption of stray dogs and cats and City animal control services through advertising, online marketing and participation in Shaw Cable's Animal Show.
- Completed update of the City's telephone system to Voice Over Internet Protocol.
- Implemented a major upgrade to the City's Financial Systems.
- Connected civic facilities in north and south Port Coquitlam by fibre for wireless connectivity.
- Upgraded the City's printers for environmental and cost benefit.
- Connected the Community Policing Office with the RCMP's Police Records Information Management Environment (PRIME) system.



# Development Services



Development Services is responsible for managing the growth and development of the City to maintain a high standard of livability for residents and businesses and consults with internal and external stakeholders in instituting sustainable, integrated land use and development application policies and implementation practices. The Department provides advice to Council, residents, property owners and developers on land use and development matters and oversees implementation of the City's Land Development Strategy.

## PLANNING

The Planning Division provides advice to Council and implements its direction on policy and development matters. The Division promotes sustainability principles and encourages a healthy community. It also prepares land use plans, researches and recommends policy responses to community issues, reviews regulations to ensure they are in keeping with best practices, and processes applications for development and signage.

### *Economic Development Function:*

- promotes sustainability of commercial, industrial and agricultural land areas and development,
- maintains and communicates demographic and development data, and
- promotes economic development, including liaising with the Downtown Business Improvement Association and the Chamber of Commerce.

### *Social Planning Function:*

- undertakes advocacy on behalf of the City to address issues including homelessness, recovery homes, special needs housing, daycare and other social priorities, and
- networks with social planning groups and committees at regional and sub-regional levels to implement social priorities.

### *Heritage Planning Function:*

- oversees the strategic plan and community consultation on heritage.

## BUILDING

The Building Division manages the City's plan review and building inspection functions to ensure public safety, health and accessibility requirements are met. Its services include review, inspection and enforcement for building permits, demolition permits, plumbing permits, sprinkler permits, energy permits, business licences and controlled substance sites.

### *Plumbing Section:*

- provides plan review and building inspection functions, and
- reviews, inspects and enforces cross-connection, grease and oil interceptor regulations.

## 2010 HIGHLIGHTS

- Processed development and building permit applications worth \$84.5 million, conducted inspections and ensured compliance with approved plans.
- Oversaw construction of major projects including the City's first high-rise; subdivision and servicing of lands in Fremont Village in the Dominion Triangle growth area; replacement of James Park Elementary; construction of a new Our Lady of Assumption church; and a number of apartment buildings in the downtown.
- Managed consultants conducting a study of infill housing opportunities and implementation options.
- Finalized the City's first Heritage Strategic Plan and implementation strategy.
- Trained staff in evaluating and applying new legislation, including changes to the Building Code for green and energy efficiency purposes.
- Participated in code and bylaw changes for five-storey wood-frame buildings, solar-ready houses, water efficiency and slope stability.
- Responded to senior government legislation, including the setting of targets to reduce greenhouse gases.

# Engineering & Operations



The Engineering & Operations Department provides engineering, environmental protection, and roads, drainage, water and sewer services through three divisions.

## ENGINEERING SERVICES

The Engineering Services Division provides municipal infrastructure management services. Functions include:

- reviewing and processing development proposals, subdivision and building permit applications,
- managing various agreements and fees,
- providing strategic transportation planning services and maintaining the Master Transportation Plan,
- managing capital projects and road rehabilitation, and
- developing and maintaining the PoCoMAP Geographic Information & Mapping System.

## ENVIRONMENTAL PROTECTION SERVICES

Functions include:

- providing strategic environmental planning services,
- managing all solid waste collection activities,
- administering and supporting water and energy conservation initiatives,
- administering and managing programs and projects that protect and enhance environmentally-sensitive areas, and
- processing applications including soil removal/deposit.

## ROADS, DRAINAGE, WATER & SEWER

Functions include:

- maintaining roads, bridges, street lighting, traffic signals, street signs, lanes, sidewalks, curbs and gutters,
- managing graffiti removal, vandalism repairs, street sweeping and snow removal, and
- operating/maintaining storm drainage systems, and water supply and sewage disposal systems.

## 2010 HIGHLIGHTS

- Completed construction of the Coast Meridian Overpass, which opened to traffic on March 7.
- Diverted 63% of household waste away from the landfill through the introduction of alternate-week garbage collection, food scraps recycling and financial incentives for use of smaller garbage carts.
- Conducted pilot school and multi-family food scraps recycling projects.
- Completed the Corporate and Community Climate Action Plan and continued development of the City's first Environmental Strategic Plan.
- Initiated a review of the road network component of the Master Transportation Plan.
- Implemented additional priority projects from the Master Pedestrian & Bicycle Plan.
- Held events including Earth Hour, City-wide Garage Sale and Pitch in for PoCo Pride, and assisted with the Hyde Creek Salmon Festival.
- Completed a pilot project to test energy-saving LED streetlights and an adaptive lighting control system.
- Relocated a section of Pitt River dike as part of the development of the Pitt River Intertidal Habitat.
- Began a Maple Creek Integrated Watershed Management Plan with the Maple Creek Streamkeepers and City of Coquiltam.

## STATS & FACTS

- Requests and inquiries from the public: 3,485
- PoCoMAP visits: 22,395
- Road closures processed: 87 external
- Water fire flow analysis requests: 35
- After-hours call outs: 160
- Processed 10 subdivision applications and 7 offsite files.
- Processed 28 site profile applications.
- Processed 7 soil removal and deposit applications.
- Processed 297 building permit applications.
- Completed 64 water, sewer and storm connections.
- Maintained 30.6 km of dikes, including 8 stormwater pump stations.
- Maintained 412.7 km of roads/lanes, 40 traffic signals and 29 vehicle, pedestrian and cycle bridges.
- Maintained 219.3 km of watermains, including 933 hydrants and 521 water meters.
- Maintained 178.4 km of sewer mains, including 23 sanitary pump stations.
- Provided 11,048 residential units with pickup of garbage, recycling, food scraps and yard trimmings.
- Provided 4,140 multi-family units with recycling pickup.
- Supplied 9.52 million cubic metres of water.
- Processed 307 Bathroom Fixture Program rebates for low-flow shower and faucet replacements.
- Handled 52 capital projects valued at \$16.9 million.

# Fire & Emergency Services



The Fire & Emergency Services Department protects the lives and property of our citizens from the adverse effects of fires, sudden medical emergencies and exposure to dangerous conditions or disasters created by humans or nature.

The Department's emergency response capabilities include fire suppression, medical aid and special operations (hazardous materials, rope rescues, confined space rescues). Firefighters are trained to the highest level of First Aid available in the province – First Responder Level III – and are equipped with automatic external defibrillators for heart attack victims.

The Department's Administration Division plans, organizes and directs the other divisions, and coordinates all staffing, budget and personnel matters. The other divisions are:

## FACILITIES & TRAINING AND OPERATIONS & TRAINING

Facilities & Training ensures the fire hall facilities are maintained and secured, while Operations & Training is responsible for department equipment as well as dispatch services. Both respond to emergencies and share in training and managing subordinate officers and firefighters.

## PROTECTIVE SERVICES & PUBLIC EDUCATION

In addition to providing life safety and fire protection to businesses and residents, functions include:

- enforcing the Fire Code and bylaws and upgrading non-conforming buildings,
- administering the fire inspection program,
- conducting fire investigations, and
- delivering public education and awareness programs.

## EMERGENCY PREPAREDNESS (EP)

Functions include:

- recruiting/training EP volunteers,
- developing and implementing EP community courses,
- administering the City's emergency plan and training staff to meet the plan's expectations, and
- acquiring and maintaining EP equipment.

## 2010 HIGHLIGHTS

- Developed an Administrative Operating Manual to clarify responsibilities and improve administrative processes and efficiency.
- Participated in a regional hazardous materials drill to better enhance response capabilities.
- Updated the City's Emergency Plan.
- Provided storage of Casualty Collection Unit medical equipment for use during major disasters, and applied to warehouse a 200-bed emergency hospital from the Federal National Emergency Stockpile.
- City partners assisted Fraser Health in securing locations for delivery of numerous H1N1 vaccinations.
- Adopted a Public Safety Rapid Building Amplification Bylaw to address in-building radio communications challenges faced by all emergency responders.
- Developed an Emergency Social Services Exercise Design Manual through a Southwest Regional Workgroup.
- Increased participation in Emergency Preparedness community courses to 285, from 203 in 2009.
- Collaborated with local musicians to produce a song promoting emergency preparedness.

## STATS & FACTS

- Total calls for service: 2,654
- Alarm resets: 13
- Alarms ringing – residential: 41
- Alarms ringing – non-residential: 163
- Assist calls: 46
- Brush/grass fires: 36
- Burning complaints: 81
- Carbon monoxide alarms: 16
- Medical Emergency Services Alarms: 1,610
- Miscellaneous/other: 279
- Motor vehicle accidents: 266
- Natural gas leak/smell: 18
- Structure fire – apartment: 14
- Structure fire – commercial: 9
- Structure fire – residential: 23
- Vehicle fires: 11
- Wires down: 26

### Other statistics:

- Community participation in emergency preparedness courses: 285 attendees

# Legislative & Administrative Services



The Legislative & Administrative Services Department is the community's link to City Council, along with managing communications, providing administrative support to the Office of the Mayor and City Councillors, and managing a variety of corporate administration responsibilities.

## COMMUNICATIONS DIVISION

Communications is responsible for all internal and external City communications. The Division informs the public of City news via the media, the Community Calendar of Events, electronic and print newsletters, the City website and social networking media.

The communications team is also responsible for providing reception services at City Hall, and coordinating the dissemination of civic information via displays and kiosks at civic facilities and community events. Communications staff also provide marketing and communications support to the City's departments and divisions.

## CORPORATE OFFICE

The Corporate Office supports and manages the Council meeting process, develops and maintains City bylaws, maintains and protects corporate records, considers and facilitates access to corporate information and deals with related privacy issues. The Division also manages the City land holdings, civic elections, Board of Variance and Joint Family Court Committee.

## LEGISLATIVE SERVICES

Legislative Services provides administrative support to the Office of the Mayor and City Councillors to assist them in carrying out their duties.

## 2010 HIGHLIGHTS

- Received a Best Practices – Civic Engagement award from the Union of British Columbia Municipalities for the online outreach program.
- Secured significant local and regional print, radio and television coverage of City initiatives and programs.
- Achieved significant growth in citizen participation in social and online media.
- Launched a mobile website for access by cell phones and devices, making Port Coquitlam the first Metro Vancouver city to have a mobile website.
- Leveraged the popularity of online video by distributing videos on the City website, YouTube and Facebook on topics such as the opening of the Coast Meridian Overpass, recruitment for City positions and healthy living tips.
- Coordinated and promoted the official opening celebration of the Coast Meridian Overpass along with a variety of other civic events.
- Developed and implemented electronic training for Records Management System and Freedom of Information and Protection of Privacy legislation.
- Developed guidelines for email management and software business practices.

## STATS & FACTS

- Website visits: 512,413
- Website page views: 1,289,625
- Facebook likes and comments: 2,583
- New Facebook fans: 1,400
- Total Facebook fans: 2,600
- Media release pickup rate: 85%
- Number of media releases: 60
- Freedom of Information requests: 37
- Council meetings: 19



# Parks & Recreation



The Parks & Recreation Department contributes to the quality of life and personal wellness of the community by providing a variety of programs, services and facilities.

## RECREATION

This Division operates the City's recreation facilities and, directly or indirectly, provides programming for all age groups in many areas including aquatics, fitness, sports, wellness, arts, culture, skating and general interest.

The Division also assists the community with organizing festivals and events (such as May Day and Canada Day), coordinates the City's Volunteer Management Program, provides Emergency Social Services support, and manages complementary services through contractors or leased operations, including food services and sports massage.

## PARKS AND FACILITIES SERVICES

Parks and Facilities Services maintains 271 hectares of active parkland and natural areas, including 47 park sites, 22 playgrounds, 43 sports fields, 17 tennis courts, 10 sports courts, two skate parks, a cemetery, the Traboulay PoCo Trail and other trails and floral displays.

The Division implements the City's facilities life-cycle program and the Department's asset management program, and supports other departments in operating, maintaining and repairing their facilities. It also coordinates designated renovations and construction projects, including project management staff and services.

## PARKS PLANNING & DESIGN

This Division is responsible for the overall planning and design of all City parks, fields and open spaces, along with management of large-scale projects. It also coordinates the Department's related capital program, parkland acquisition and environmental considerations related to parks.

## TERRY FOX LIBRARY

Terry Fox Library is a member of the Fraser Valley Regional Library system, which serves more than 600,000 people through 24 libraries. The library offers programs for children, teens and adults, in addition to magazines, newspapers, business and health databases, DVDs, music, audio books, ESL materials and books in various languages.

## 2010 HIGHLIGHTS

- Improved drainage and replaced the artificial turf field at Gates Park.
- Opened an off-leash dog area at Shaughnessy Park.
- Finalized replacement of Minnehada Lacrosse Box and rebuilt Rowland Lacrosse Box.
- Finalized the Athletic Sports Field Strategy.
- Updated the Cemetery Master Plan.
- Approved and began implementation of a Healthy Food and Beverage Policy in City facilities.
- Conducted accessibility and mobility enhancement projects at recreation facilities.
- Launched initiatives aimed at increasing health and wellness of all citizens through [www.pocomotion.ca](http://www.pocomotion.ca) and an Active is Easy campaign.
- Worked with the community to complete the Community Sport Strategy.
- Completed extensive internal/external repairs to the Hyde Creek Recreation Centre.
- Initiated a workplace energy conservation awareness program in partnership with BC Hydro.
- Coordinated events celebrating the community, sport, arts and heritage during 2010 Winter Olympic Games.

## STATS & FACTS

### Parks & Services

- Planted 377 trees (261 in parks, 41 on street boulevards and 75 via Trees 4 Tomorrow Program).

### Recreation Division

- Offered 527 different activities through 7,711 courses (56,477 hours of programming).
- Received more than 23,405 program registrations; services were utilized 622,637 times.
- Distributed 589 passes through the Grade 5 and Grade 6 "Get Active" program; utilized 5,315 times.
- Increased participation:
  - aquatics programs and services: about 17,000
  - sports/fitness programs and services: about 1,200
  - special events: about 1,000

### Library

- Items borrowed: 402,095
- Library visits: 193,990
- Library cardholders: 28,715
- Program delivered: 350
- Program attendance: 13,465
- Reference questions: 15,031

# Police Services



The City of Port Coquitlam contracts the Royal Canadian Mounted Police to provide police services to the community. The City shares the municipal policing services with the City of Coquitlam, resulting in top-quality policing at a savings for both communities. Coquitlam RCMP also serves the villages of Anmore and Belcarra.

Our 24/7 operations are guided by a comprehensive service delivery model that includes three approaches to policing: strategic/proactive, regional/integrated and reactive/response-oriented. This model supports our goal of enhancing police effectiveness as well as our operational

objectives: to reduce crime, disorder and calls for police service, while enhancing public safety and public trust in police. To achieve these goals, our Crime Reduction Strategy targets prolific offenders, crime hotspots and the root causes of crime through analysis and strategic use of resources.

With about 218 sworn police officers, more than 170 civilian staff and more than 1,000 volunteers in the community, the Coquitlam RCMP is dedicated to working in partnership with the City and its citizens to ensure that Port Coquitlam is a healthy, vibrant and safe community.

## STATS & FACTS

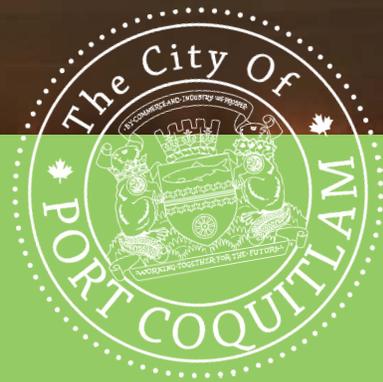
Crime Types	2010 totals	2009 totals	% change
<b>Person Crimes</b>	<b>991</b>	<b>1015</b>	<b>-2.4%</b>
Abduction	0	0	
Assault	786	792	
Attempted Murder	2	1	
<sup>3</sup> Murder (1st & 2nd degree)	1	2	
<sup>1</sup> Robbery (w/weapon/to steal firearm)	54	111	
<sup>1</sup> Robbery (other)	60	63	
Sexual Assault/Offence	88	46	
<b>Property Crimes</b>	<b>6475</b>	<b>7603</b>	<b>-14.8%</b>
Arson	0	0	
<sup>1, 2</sup> Break & enter (bus.)	489	518	
<sup>2</sup> Break & enter (other)	131	141	
<sup>1, 2</sup> Break & enter (res.)	512	360	
<sup>1</sup> Fraud (credit/debit card)	141	124	
<sup>1, 4</sup> Fraud (identity)	36	n/a	
<sup>4</sup> Fraud (personation)	n/a	49	
Mischief	1275	1266	
Possession of stolen property	71	41	
<sup>1, 4</sup> Theft (identity)	6	n/a	
Theft (other)	1397	1500	
<sup>1, 2</sup> Theft of vehicle	505	623	
<sup>2</sup> Theft from vehicle	1754	1776	

### Stats & Facts notes:

- <sup>1</sup> 2010 Crime Reduction Strategy signal crimes.
- <sup>2</sup> 2009 Crime Reduction Strategy signal crimes.
- <sup>3</sup> The Integrated Homicide Investigation Team (IHIT) investigated two homicide files in the Coquitlam RCMP jurisdiction in 2009.
- <sup>4</sup> The Uniform Crime Reporting (UCR) code for Fraud (personation) expired on January 1, 2010 and was replaced by two separate codes – Fraud (identity) and Theft (identity).
- <sup>5</sup> The provincial government's Immediate Roadside Prohibition legislation came into force September 21, 2010.

Crime Types	2010 totals	2009 totals	% change
<b>Drugs</b>	<b>990</b>	<b>979</b>	<b>1.1%</b>
Cocaine (possession)	56	62	
Grow operation	30	27	
Heroin (possession)	9	8	
Methamphetamine (possession)	15	17	
Cocaine (traffic)	31	18	
Heroin (traffic)	1	3	
Methamphetamine (traffic)	2	1	
<b>Traffic</b>	<b>6475</b>	<b>7603</b>	<b>-14.8%</b>
Collision (fatal)	1	2	
Collision (injury/non-fatal)	396	526	
Collision (property damage)	711	859	
Dangerous Operation	5	1	
Impaired Operation	343	389	
Prohibited Driver	82	96	
<sup>5</sup> Roadside Prohibitions (alcohol/drug/12 hr)	623	862	
<sup>5</sup> Immediate Roadside Prohibitions (3/7/30/90 day)	161	n/a	
<b>Other</b>	<b>298</b>	<b>313</b>	<b>-4.8%</b>
<sup>1</sup> Breach (bail/probation)	298	313	

- Statistics are for entire Coquitlam detachment, including the Cities of Coquitlam and Port Coquitlam and Villages of Anmore and Belcarra.
- Criminal Code Offence data presented were compiled from select PRIME BC files and are not comprehensive.
- All data are preliminary and subject to change based on investigational factors and records data quality processes.
- Data were extracted April 12, 2011. In cases of discrepancy with previous/subsequent data, the most current data will take precedence.
- Data were collected used "most serious offence" scoring consistent with Statistics Canada and BC Ministry of Public Safety and Solicitor General (Police Services Division) data collection practices.



Moving forward

# Financial Section

# Auditor's Report to the Mayor and Council



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## Independent Auditor's Report

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To the Mayor and Council  
City of Port Coquitlam

We have audited the accompanying financial statements of the City of Port Coquitlam, which comprise the Statement of Financial Position as at December 31, 2010, and the Statements of Operations, Changes in Net Financial Assets and Cash Flow for the year then ended, and other explanatory information.

### Management's Responsibility for the Financial Statements

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

### Auditor's Responsibility

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

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

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

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the City of Port Coquitlam as at December 31, 2010, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Accountants

Vancouver, British Columbia  
April 11, 2011

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

# Statement of Financial Position

AS AT DECEMBER 31, 2010

		2010	2009
<b>FINANCIAL ASSETS</b>			
Cash and cash equivalents	Note 2	\$ 66,529,972	\$ 44,763,745
Accounts receivable		11,771,864	12,443,716
Inventories for resale		26,417	28,348
Other financial assets		285,560	455,887
Investments	Note 2	3,224,562	26,028,125
		<u>81,838,375</u>	<u>83,719,821</u>
<b>LIABILITIES</b>			
Accounts payable and accrued liabilities		12,105,310	13,650,130
Deferred revenues	Note 7	22,251,262	29,456,592
Long-term debt	Note 3	24,554,248	25,000,000
Employee benefit plans	Note 9	2,810,291	2,555,532
		<u>61,721,111</u>	<u>70,662,254</u>
<b>NET FINANCIAL ASSETS</b>		20,117,264	13,057,567
<b>NON-FINANCIAL ASSETS</b>			
Tangible capital assets	Note 4	595,866,215	578,964,922
Inventories of supplies		452,874	408,317
Prepaid expenses		136,812	135,250
		<u>596,455,901</u>	<u>579,508,499</u>
<b>ACCUMULATED SURPLUS</b>	Schedule 3	<u>\$ 616,573,165</u>	<u>\$ 592,566,056</u>

Trust Funds (Note 5)  
Contingencies (Note 10)  
Commitments (Note 11)

  
Director of Corporate Services

  
Mayor

# Statement of Operations

FOR THE YEAR ENDED DECEMBER 31, 2010

		2010 Budget	2010 Actual	2009 Actual
<b>REVENUES</b>				
Taxation and other levies	Note 6	\$ 48,242,600	\$ 48,895,850	\$ 45,179,181
Contributions		26,258,500	22,909,731	18,440,893
Utility charges		15,272,700	15,461,993	14,444,053
Sale of services		6,341,500	6,184,492	5,987,989
Other revenue	Note 8	3,977,500	5,322,608	4,312,511
Gain on asset disposals		0	156,437	73,776
Total revenues		<u>100,092,800</u>	<u>98,931,111</u>	<u>88,438,403</u>
<b>EXPENSES</b>				
General government services		6,483,300	6,980,088	5,805,631
Solid waste management		4,468,400	3,684,795	3,230,408
Protective services		21,722,900	21,042,665	19,942,485
Transportation services		16,046,500	11,645,372	10,346,998
Planning services		851,600	904,072	883,930
Recreation and cultural services		15,621,500	15,381,115	14,493,493
Utilities		16,558,600	15,008,861	14,688,608
Loss on asset disposals		0	2,034,222	1,402,431
Fiscal services and other		1,326,200	1,041,454	640,276
		<u>83,079,000</u>	<u>77,722,644</u>	<u>71,434,260</u>
Internal equipment charges		<u>(2,472,000)</u>	<u>(2,798,642)</u>	<u>(2,271,271)</u>
Total expenses		<u>80,607,000</u>	<u>74,924,002</u>	<u>69,162,989</u>
<b>ANNUAL SURPLUS</b>		<u>19,485,800</u>	<u>24,007,109</u>	<u>19,275,414</u>
<b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>		592,566,056	592,566,056	573,290,642
<b>ACCUMULATED SURPLUS, END OF YEAR</b>		<u>\$ 612,051,856</u>	<u>\$ 616,573,165</u>	<u>\$ 592,566,056</u>

# Statement of Cash Flow

FOR THE YEAR ENDED DECEMBER 31, 2010

CASH PROVIDED (USED) BY:	2010	2009
<b>OPERATING TRANSACTIONS</b>		
Annual surplus	\$ 24,007,109	\$ 19,275,414
Items not utilizing cash		
Development cost charge revenue recognized	(12,251,779)	(1,718,903)
Amortization of tangible capital assets	10,259,054	9,195,601
Net loss on disposal of tangible capital assets	1,877,785	1,328,655
Contributed assets	(950,234)	(1,897,422)
Funding returned to development cost charges	0	1,970,153
Other cash operating transactions	254,759	(218,080)
Cash provided by operating transactions	23,196,694	27,935,418
Decrease in non-cash operating balances	(381,451)	(2,271,911)
	22,815,243	25,663,507
<b>CAPITAL TRANSACTIONS</b>		
Purchase of tangible capital assets	(28,252,917)	(53,479,672)
Proceeds of disposal of tangible capital assets	165,019	105,816
Cash applied to capital transactions	(28,087,898)	(53,373,856)
<b>FINANCING TRANSACTIONS</b>		
Proceeds (repayment) of public debt issues	(445,752)	25,000,000
Collection of development cost charges	4,681,071	1,447,688
Cash applied to financing transactions	4,235,319	26,447,688
<b>INVESTING TRANSACTIONS</b>		
Decrease (increase) in investments	22,803,563	(17,184,471)
<b>INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	21,766,227	(18,447,132)
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	44,763,745	63,210,877
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	\$ 66,529,972	\$ 44,763,745

# Statement of Change in Net Financial Assets

FOR THE YEAR ENDED DECEMBER 31, 2010

	2010 Budget	2010 Actual	2009 Actual
<b>ANNUAL SURPLUS</b>	\$ 19,485,800	\$ 24,007,109	\$ 19,275,414
Acquisition of tangible capital assets	(45,685,700)	(29,203,151)	(55,377,095)
Amortization of tangible capital assets	12,000,000	10,259,054	9,195,601
Net loss on disposal of tangible capital assets	0	1,877,785	1,328,655
Proceeds from disposal of tangible capital assets	0	165,019	105,816
	(14,199,900)	7,105,816	(25,471,609)
Net inventory adjustments	0	(44,557)	1,047
Net prepaid adjustments	0	(1,562)	(10,012)
<b>INCREASE (DECREASE) IN NET FINANCIAL ASSETS</b>	(14,199,900)	7,059,697	(25,480,574)
<b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b>	13,057,567	13,057,567	38,538,141
<b>NET FINANCIAL ASSETS, END OF YEAR</b>	(\$ 1,142,333)	\$ 20,117,264	\$ 13,057,567



# Notes to the Financial Statements

YEAR ENDED DECEMBER 31, 2010

## 1. SIGNIFICANT ACCOUNTING POLICIES

The City of Port Coquitlam (the “City”) is a local government in the province of British Columbia. Financial statements are prepared in accordance with Canadian Public Sector Accounting Standards for local governments as recommended by the Public Sector Accounting Board (“PSAB”) of the Canadian Institute of Chartered Accountants. Accounting policies of the City include the following:

### a. Basis of Presentation

These financial statements include the accounts of all the funds of the City. Inter-fund transactions and balances have been eliminated.

### b. Cash and Cash Equivalents

Cash and cash equivalents consist of cash, highly liquid money market investments and investments with maturities of less than 90 days at inception.

### c. Investments

Investments are recorded at cost. Investment premiums are amortized over the term of the respective investment. An investment is written down when there is a loss in the value of the investment that is other than a temporary decline.

### d. Tangible Capital Assets

Capital assets are recorded at cost, net of capital asset disposals, write-downs and amortization. Each asset’s useful life is applied straight line to calculate amortization.

Major Asset Category	Useful Life	Major Asset Category	Useful Life
Land	n/a	Sanitary infrastructure	25 to 100 years
Land improvements	45 to 100 years	Drainage infrastructure	25 to 100 years
Buildings	20 to 70 years	Transportation infrastructure	10 to 100 years
Vehicles, machinery and equipment	5 to 25 years	Parks infrastructure	3 to 100 years
Water infrastructure	25 to 80 years		

### e. Employee Future Benefits

The City and its employees make contributions to the Municipal Pension Plan. Contributions are expensed as incurred.

Post-employment benefits also accrue to City employees. Liabilities related to these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. Liabilities under these benefits plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

### f. Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of goods and services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

### g. Reserve Funds

- i. Internally restricted reserves (Schedule 3) are in accordance with City policy and with bylaws adopted by Council pursuant to the *Community Charter*. The policy and bylaws define the funding source for each reserve and their usage.
- ii. Statutorily restricted reserves (Schedule 3) are reserves restricted by the provincial government in accordance with the *Community Charter*. The legislation defines the funding source for each reserve and their usage.
- iii. Development Cost Charges (DCC) (Note 7) are reserves restricted by the *Local Government Act*. The legislation and bylaws define the funding source for each reserve and their usage. DCCs are deferred upon receipt and recognized as revenue only to the extent used to fund related capital projects.

### h. Revenue and Expense Recognition

Revenue is recorded on the accrual basis and recognized when earned. Expenses are recognized when goods or services have been received. Interest expense is accrued on long-term debt to year-end.

# Notes to the Financial Statements

## 1. SIGNIFICANT ACCOUNTING POLICIES (CONT.)

### i. Budget Amounts

Budget amounts are from the City's five-year Financial Plan for the years 2010-2014, adopted by Council on March 8, 2010 with minor subsequent reallocations and reclassifications to conform to financial statement presentation.

### j. Use of Estimates

Preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported revenue and expenditures during the reporting period. Significant areas requiring the use of management estimates relate to the determination of employee benefit plans, allowance for doubtful accounts receivable, provision for contingencies and useful lives of tangible capital assets. Actual results may differ from management's estimates as additional information becomes available. Adjustments, if any, will be reflected in the financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

## 2. CASH, CASH EQUIVALENTS, AND INVESTMENTS

Cash and cash equivalents includes investments with maturity dates within 90 days from December 31, 2010. Investments include term deposits in credit unions and deposits in the Municipal Finance Authority. Investments are guaranteed by either the Province of BC or Alberta. Investments have rates of return ranging from 1.65% to 6.49% with varying maturity dates over 90 days from December 31, 2010 up to December 2014.

Cash and investments	2010	2009
Cash balances	\$ 8,612,461	\$ 3,364,121
Cash equivalents	57,917,511	41,399,624
	<u>66,529,972</u>	<u>44,763,745</u>
Investments - Provincial deposits	3,224,562	3,028,125
Investments - Credit union deposits	0	23,000,000
	<u>\$ 69,754,534</u>	<u>\$ 70,791,870</u>

## 3. LONG-TERM DEBT

The City obtains debt financing through the Municipal Finance Authority in accordance with the *Community Charter* to finance certain capital expenditures.

### a. The long-term debt balance is as follows:

General Fund	2010	2009
Coast Meridian Overpass, Bylaw 3611, 4.13%, due 2039	\$ 24,554,248	\$ 25,000,000

### b. Future principal payments on net outstanding debenture debt over the next five years and thereafter are as follows:

General Fund	
2011	445,752
2012	445,752
2013	445,752
2014	445,752
2015	445,752
Thereafter	<u>22,325,488</u>
	<u>\$ 24,554,248</u>

# Notes to the Financial Statements

## 4. TANGIBLE CAPITAL ASSETS

Tangible capital assets consist of the following:

<b>Capital Assets (Schedule 4)</b>	<b>2010</b>	<b>2009</b>
Land	\$ 204,289,469	\$ 201,086,464
Land improvements	12,497,214	12,287,640
Buildings	19,864,114	20,796,743
Vehicles, machinery and equipment	8,254,517	8,131,387
Water infrastructure	40,122,219	37,844,465
Sanitary infrastructure	37,444,456	37,084,303
Drainage infrastructure	49,998,109	47,886,639
Transportation infrastructure	200,186,374	93,173,844
Parks infrastructure	7,961,842	8,205,369
Work in progress	15,247,901	112,468,068
	<u>\$ 595,866,215</u>	<u>\$ 578,964,922</u>

The net book value of capital assets not being amortized and under construction is \$15,247,901, (2009 - \$112,468,068). Contributed capital assets received in the year from developers and recorded on the financial statements is \$950,234 (2009 - \$1,897,422).

## 5. TRUST FUNDS

Not recorded in these financial statements are the Cemetery Perpetual Care Fund, Deposits in Trust and Donations in Trust.

	<b>2010</b>	<b>2009</b>
Balances, beginning of year	\$ 7,328,331	\$ 5,133,067
Net contributions received (refunded)	(1,674,539)	2,152,377
Interest earned	15,029	42,887
Balances, end of year	<u>\$ 5,668,821</u>	<u>\$ 7,328,331</u>

## 6. TAXATION

Taxation revenue for general municipal purposes comprises of the following amounts:

	<b>2010</b>	<b>%</b>	<b>2009</b>	<b>%</b>
<b>Total taxation and levies</b>	<u>\$ 79,157,073</u>	<u>100.00%</u>	<u>\$ 74,826,813</u>	<u>100.00%</u>
<i>Less: Collections for other governments</i>				
Provincial school tax	23,345,621	29.49%	22,939,517	30.66%
Greater Vancouver Transit Authority	5,383,711	6.80%	5,231,523	6.99%
B.C. Assessment Authority	786,098	0.99%	764,996	1.02%
Greater Vancouver Regional District	743,526	0.94%	709,350	0.95%
Municipal Finance Authority	2,267	0.00%	2,246	0.00%
	<u>30,261,223</u>	<u>38.23%</u>	<u>29,647,632</u>	<u>39.62%</u>
<b>Municipal taxation and levies</b>	<u>\$ 48,895,850</u>	<u>61.77%</u>	<u>\$ 45,179,181</u>	<u>60.38%</u>

Net Municipal Taxation for 2010 is \$46,957,448 (2009 - \$ 43,613,018). Local Improvement Levies are \$12,877 (2009 - \$12,877).

# Notes to the Financial Statements

## 7. DEFERRED REVENUES

	2010	2009
Development cost charges		
Beginning balance	\$ 22,154,866	\$ 20,455,928
New development cost charges received	4,450,198	1,058,371
Interest earnings	230,874	389,317
Contributions to capital works	(12,251,780)	(1,718,903)
Prior year funding returned	0	1,970,153
Subtotal	<u>14,584,158</u>	<u>22,154,866</u>
Programs and services	1,858,928	2,070,550
Property tax and utilities	5,808,176	5,231,176
	<u>\$ 22,251,262</u>	<u>\$ 29,456,592</u>

Prior year funding returned relates to a decision in the current year to readjust funding sources for a major capital project.

## 8. OTHER REVENUE

	2010	2009
Licences and permits	\$ 1,922,933	\$ 1,326,632
Engineering services	1,304,247	670,131
Return on investments	873,336	1,289,862
Other	1,222,092	1,025,886
	<u>\$ 5,322,608</u>	<u>\$ 4,312,511</u>

## 9. EMPLOYEE BENEFIT PLANS

The City provides certain post-employment benefits, compensated absences, and termination benefits to its employees. Upon leaving the City, exempt employees, and union employees hired before December 31, 1982, are paid a severance payment of two days per year of service. Employees retiring from the City are paid five days per year of service.

Retirement benefit obligations represent the City's cost of this benefit as determined by an actuarial valuation as of December 31, 2010.

	2010	2009
Accrued severance liability, beginning of the year	\$ 2,276,138	\$ 2,162,500
Service cost	146,000	137,000
Interest cost	131,000	132,000
Benefit payments	(232,971)	(232,000)
Actuarial loss (gain)	271,267	219,862
Amortization of net actuarial losses	32,566	46,638
Severance liability, end of the year	<u>\$ 2,624,000</u>	<u>\$ 2,466,000</u>
Unamortized actuarial gain (loss)	<u>(236,267)</u>	<u>(189,862)</u>
Accrued severance liability	2,387,733	2,276,138
Other employment benefits	422,558	279,394
Total employment benefits	<u>\$ 2,810,291</u>	<u>\$ 2,555,532</u>

An update to the actuarial valuation of the accrued benefit liability was performed to determine the City's accrued benefit obligation as at December 31, 2010. Actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

Discount rates	4.75%	5.25%
Expected future inflation rates	2.25%	2.25%
Expected wage and salary increases	4.00%	4.00%

# Notes to the Financial Statements

## 10. CONTINGENCIES

- a. The loan agreements with the Metro Vancouver Regional District and the Municipal Finance Authority provide that, if at any time the scheduled payments provided for in the agreements are not sufficient to meet the Authority's obligations in respect of such borrowing; the resulting deficiency becomes a joint and several liability of the City and the other participants.
- b. The municipality and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The Plan has about 163,000 active members and approximately 60,000 retired members. Active members include approximately 35,000 contributors from local governments.  
  
Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of plan funding. The most recent valuation as at December 31, 2009 indicated an unfunded liability of \$1,024 million for basic pension benefits. The next valuation will be as at December 31, 2012. The actuary does not attribute portions of the deficit to individual employers. The City of Port Coquitlam paid \$1,939,199 (2009 - \$1,887,632) for employer contributions and employees paid \$1,521,857 (2009 - \$1,494,253), in fiscal 2010.
- c. A number of legal claims have been initiated against the City in varying or unspecified amounts. The outcome of these claims cannot reasonably be determined at this time. The amount of loss, if any, arising from these claims will be recorded in the period in which the loss is realized. Liability insurance is carried by the City, subject to a deductible of \$250,000. The City self-insures claims under \$250,000.
- d. The City is a shareholder and member of E-Comm Emergency Communications for Southwest British Columbia Incorporated (E-Comm) whose services provided include: regional 9-1-1 call centre for the Greater Vancouver Regional District; Wide Area Radio Network; dispatch operations; and records management. The City has one Class A share and two Class B shares. Class A shareholders are obligated to share in both funding the ongoing operations and any additional costs relating to capital assets (in accordance with a cost sharing formula) while Class B shareholders are not obligated to share in funding of ongoing operating costs. In accordance with the members' agreement, upon withdrawal from E-Comm, Class A shareholders shall be obligated to pay to the withdrawal date as requested by E-Comm their share of the Class A shareholders' obligation to any long-term capital obligations, including any lease obligations. This includes any lease obligations or repayments thereof committed to by E-Comm up to the withdrawal date.

## 11. COMMITMENTS

- a. The City provides a share of both the ongoing operations and any additional costs relating to capital assets (in accordance with a negotiated agreement) for the RCMP building located at 2986 Guildford Way, Coquitlam.



# Statement of Operations by Fund

FOR THE YEAR ENDED DECEMBER 31, 2010

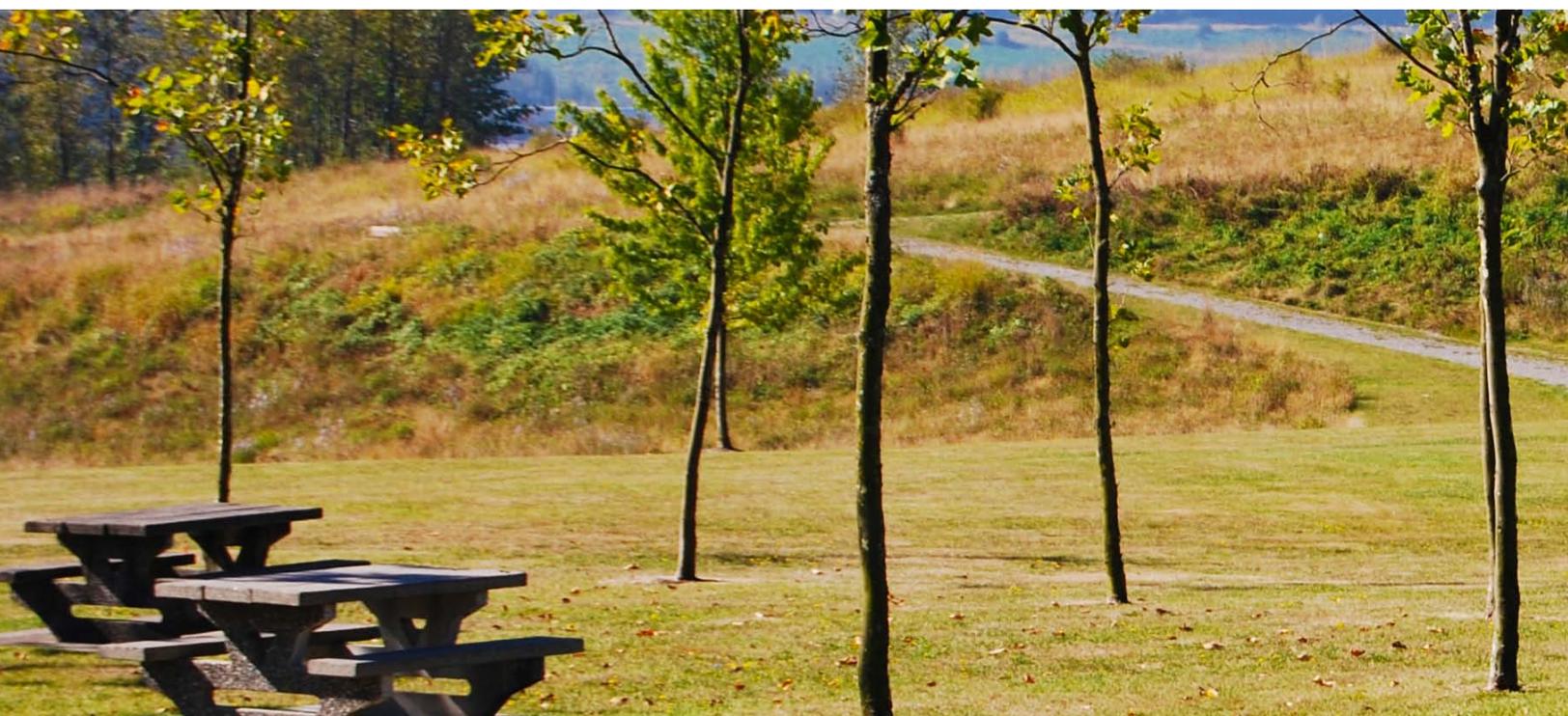
SCHEDULE 1

	2010 Budget	General Fund	Water Fund	Sewer Fund	Capital Fund	Reserve Fund	2010	2009
<b>REVENUES</b>								
General taxes	\$ 48,242,600	\$ 48,895,850					\$ 48,895,850	\$ 45,179,181
Contributions	26,258,500	818,091			22,091,640		22,909,731	18,440,893
Utility charges	15,272,700		8,312,217	7,149,776			15,461,993	14,444,053
Sale of services	6,341,500	6,184,492					6,184,492	5,987,989
Other revenue	3,977,500	4,924,805	20,425			377,378	5,322,608	4,312,511
Gain on asset disposals		156,437					156,437	73,776
	<u>100,092,800</u>	<u>60,979,675</u>	<u>8,332,642</u>	<u>7,149,776</u>	<u>22,091,640</u>	<u>377,378</u>	<u>98,931,111</u>	<u>88,438,403</u>
<b>EXPENSES</b>								
General government services	5,783,300	6,366,154					6,366,154	5,226,431
Solid waste management	4,068,400	3,298,002					3,298,002	3,020,022
Protective services	21,272,900	20,623,347					20,623,347	19,528,894
Transportation services	9,596,500	6,453,745					6,453,745	6,130,686
Planning services	851,600	904,072					904,072	883,930
Recreation and cultural services	14,021,500	13,945,015					13,945,015	12,964,071
Utilities	14,158,600		6,695,966	6,101,613			12,797,579	12,441,918
Amortization	12,000,000				10,259,054		10,259,054	9,195,601
Loss on asset disposals	0	1,545,842	187,712	300,668			2,034,222	1,402,431
Debt interest expense	1,032,500	1,040,202					1,040,202	637,459
Fiscal services and other	293,700	482	591	179			1,252	2,817
	<u>83,079,000</u>	<u>54,176,861</u>	<u>6,884,269</u>	<u>6,402,460</u>	<u>10,259,054</u>	<u>0</u>	<u>77,722,644</u>	<u>71,434,260</u>
INTERNAL EQUIPMENT CHARGES	(2,472,000)	(2,798,642)					(2,798,642)	(2,271,271)
	<u>80,607,000</u>	<u>51,378,219</u>	<u>6,884,269</u>	<u>6,402,460</u>	<u>10,259,054</u>	<u>0</u>	<u>74,924,002</u>	<u>69,162,989</u>
<b>INCREASE IN SURPLUS</b>	<b>19,485,800</b>	<b>9,601,456</b>	<b>1,448,373</b>	<b>747,316</b>	<b>11,832,586</b>	<b>377,378</b>	<b>24,007,109</b>	<b>19,275,414</b>
<b>INTERFUND TRANSFERS</b>								
Current fund to Capital		(48,587)			48,587			
Capital fund to Current fund		1,218,882			(1,218,882)			
Current fund to Reserve		(10,376,741)	(1,074,600)	(599,500)		12,050,841		
Reserve fund to Current		1,210,001	29,905	88,843		(1,328,749)		
Reserve fund to Capital					6,239,002	(6,239,002)		
<b>INCREASE IN SURPLUS</b>	<b>19,485,800</b>	<b>1,605,011</b>	<b>403,678</b>	<b>236,659</b>	<b>16,901,293</b>	<b>4,860,468</b>	<b>24,007,109</b>	<b>19,275,414</b>
<b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>	<b>592,566,056</b>	<b>(14,082,115)</b>	<b>1,175,100</b>	<b>405,048</b>	<b>578,964,922</b>	<b>26,103,101</b>	<b>592,566,056</b>	<b>573,290,642</b>
<b>ACCUMULATED SURPLUS, END OF YEAR</b>	<b>\$ 612,051,856</b>	<b>(\$ 12,477,104)</b>	<b>\$ 1,578,778</b>	<b>\$ 641,707</b>	<b>\$ 595,866,215</b>	<b>\$ 30,963,569</b>	<b>\$ 616,573,165</b>	<b>\$ 592,566,056</b>

# Statement of Operations

FOR THE YEAR ENDED DECEMBER 31, 2010

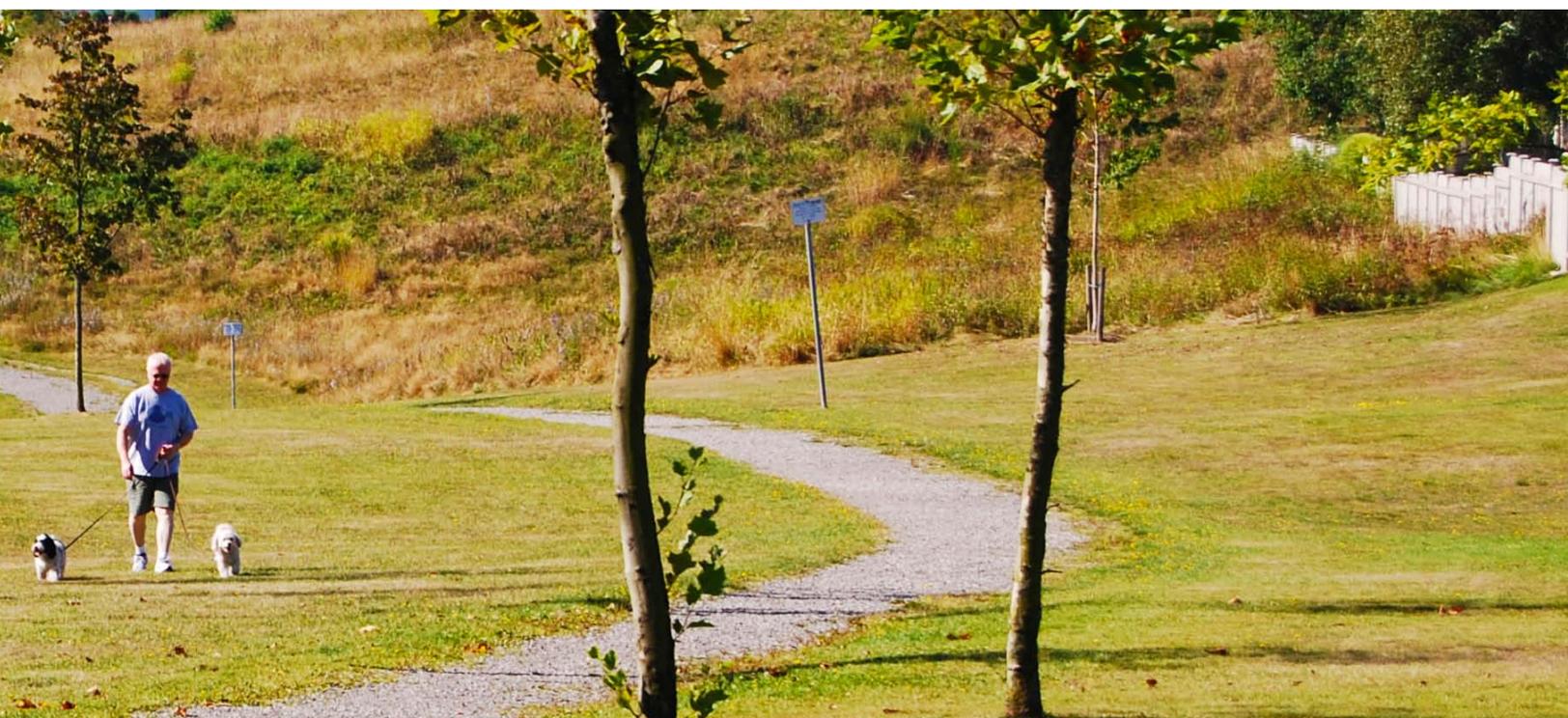
<b>REVENUES</b>	<b>2010 Budget</b>	<b>General Government</b>	<b>Solid Waste</b>	<b>Protective</b>
General taxes	\$ 48,242,600	\$ 48,895,850		
Contributions	26,258,500	39,395		714,598
Utility charges	15,272,700			
Sale of services	6,341,500		2,290,546	282,440
Other revenue	3,977,500	2,612,374		1,104,756
Gain on asset disposals		156,437		
Total revenue	<u>100,092,800</u>	<u>51,704,056</u>	<u>2,290,546</u>	<u>2,101,794</u>
<b>EXPENSES</b>				
Operating				
Goods and services	36,551,600	3,177,102	2,235,377	11,779,641
Labour	33,201,200	3,189,052	1,062,625	8,843,706
Debt and other costs	1,326,200	1,040,684		
Loss on asset disposals		44,894		
Amortization	12,000,000	613,934	386,793	419,318
	<u>83,079,000</u>	<u>8,065,666</u>	<u>3,684,795</u>	<u>21,042,665</u>
Internal equipment charges	(2,472,000)		(1,069,818)	
Total expenses	<u>80,607,000</u>	<u>8,065,666</u>	<u>2,614,977</u>	<u>21,042,665</u>
<b>ANNUAL SURPLUS</b>	<u>\$ 19,485,800</u>	<u>\$ 43,638,390</u>	<u>(\$ 324,431)</u>	<u>(\$ 18,940,871)</u>



# by Object and Function

## SCHEDULE 2

Transportation	Planning	Recreation and Cultural	Utilities	2010 Actual	2009 Actual
				\$ 48,895,850	\$ 45,179,181
20,380,020		867,736	907,982	22,909,731	18,440,893
			15,461,993	15,461,993	14,444,053
		3,611,506		6,184,492	5,987,989
1,304,247	201,272		99,959	5,322,608	4,312,511
				156,437	73,776
<u>21,684,267</u>	<u>201,272</u>	<u>4,479,242</u>	<u>16,469,934</u>	<u>98,931,111</u>	<u>88,438,403</u>
3,913,840	278,465	5,633,883	10,000,582	37,018,890	34,506,254
2,539,905	625,607	8,311,132	2,796,997	27,369,024	25,689,698
			770	1,041,454	640,276
1,497,684		3,264	488,380	2,034,222	1,402,431
5,191,627		1,436,100	2,211,282	10,259,054	9,195,601
13,143,056	904,072	15,384,379	15,498,011	77,722,644	71,434,260
(1,224,761)		(504,063)		(2,798,642)	(2,271,271)
<u>11,918,295</u>	<u>904,072</u>	<u>14,880,316</u>	<u>15,498,011</u>	<u>74,924,002</u>	<u>69,162,989</u>
<u>\$ 9,765,972</u>	<u>(\$ 702,800)</u>	<u>(\$ 10,401,074)</u>	<u>\$ 971,923</u>	<u>\$ 24,007,109</u>	<u>\$ 19,275,414</u>





# Statement of Accumulated Surplus

SCHEDULE 3

	Balance at December 31 2009	2010 Contributions	2010 Operating	2010 Capital	Balance at December 31 2010
<b>EQUITY IN FINANCIAL ASSETS</b>					
General Fund	(\$ 14,082,115)	\$ 1,653,598		\$ 48,587	(\$ 12,477,104)
Water Fund	1,175,100	403,678			1,578,778
Sewer Fund	405,048	236,659			641,707
Non restricted reserves	(12,501,967)	2,293,935	0	48,587	(10,256,619)
Operating	818,890	187,817	9,478		997,229
Office automation	1,219,291	774,267	819,855	76,669	1,097,034
Public works equipment	6,557,245	1,911,954	787,284	180,620	7,501,295
Park equipment	815,972	222,119	138,373	23,189	876,529
Fire equipment	656,051	424,442	13,887	57,032	1,009,574
Cemetery expansion	32,981	24,024			57,005
Parking	864,920	524,724		7,993	1,381,651
Future capital - recreation	1,306,562	812,335	1,072,414	317,523	728,960
Future capital - public works	2,648,297	4,016,494	2,085,241	141,283	4,438,267
Artificial field	502,905	74,660	417,268		160,297
Social housing	68,240	4,931			73,171
Community amenities	0	3,965			3,965
Public safety	376,101	38,265	40,769		373,597
GVTA roads	717,891	346,348			1,064,239
Environmental	299,767	87,927	210,641	62,083	114,970
Land sale	2,238,424	525,193	(1,566,105)		4,329,722
Public works special	639,256	404,774	33,948		1,010,082
Building maintenance	426,403	290,296	54,839	334,132	327,728
Water fund capital reserve	2,619,316	1,108,623	1,472,676	29,905	2,225,358
Sewer fund capital reserve	3,294,589	645,061	657,911	88,843	3,192,896
Restricted reserves	26,103,101	12,428,219	6,248,479	1,319,272	30,963,569
Investment in tangible capital assets	578,964,922	18,120,175	1,218,882	0	595,866,215
<b>ACCUMULATED SURPLUS</b>	<b>\$592,566,056</b>	<b>\$ 32,842,329</b>	<b>\$ 7,467,361</b>	<b>\$ 1,367,859</b>	<b>\$616,573,165</b>
<b>2010 BUDGET</b>	<b>\$592,566,056</b>	<b>\$ 42,327,800</b>	<b>\$ 2,279,800</b>	<b>\$ 20,562,200</b>	<b>\$612,051,856</b>

# Statement of Tangible

FOR THE YEAR ENDED DECEMBER 31, 2010

	Land	Land Improvements	Buildings	Vehicles, Machinery, Equipment
Opening balance	\$ 201,086,464	\$ 16,384,329	\$ 33,177,727	\$ 17,361,010
Additions	3,203,050	462,076	0	1,740,345
Disposals	(45)	0	0	(995,445)
Write-downs	0	0	0	0
Closing balance	<u>\$ 204,289,469</u>	<u>\$ 16,846,405</u>	<u>\$ 33,177,727</u>	<u>\$ 18,105,910</u>
<b>ACCUMULATED AMORTIZATION</b>				
Opening balance	\$ 0	\$ 4,096,689	\$ 12,380,984	\$ 9,229,623
Amortization expense	0	252,502	932,629	1,538,713
Acc. amortization on disposals	0	0	0	(916,943)
Closing balance	<u>\$ 0</u>	<u>\$ 4,349,191</u>	<u>\$ 13,313,613</u>	<u>\$ 9,851,393</u>
Net book value for year ended December 31, 2010	<u>\$ 204,289,469</u>	<u>\$ 12,497,214</u>	<u>\$ 19,864,114</u>	<u>\$ 8,254,517</u>
Net book value for year ended December 31, 2009	<u>\$ 201,086,464</u>	<u>\$ 12,287,640</u>	<u>\$ 20,796,743</u>	<u>\$ 8,131,387</u>



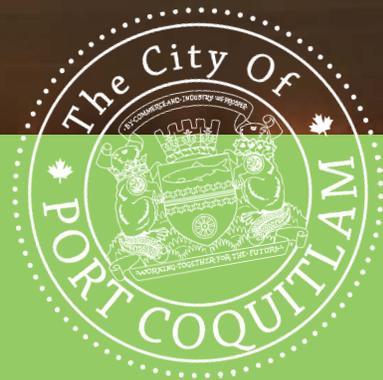
# Capital Assets

## SCHEDULE 4

INFRASTRUCTURE					Work in Progress	2010 Total	2009 Total
Water	Sanitary	Drainage	Transportation	Parks			
\$ 60,137,930	\$ 52,533,066	\$ 69,992,376	\$ 126,926,259	\$ 18,699,227	\$ 112,468,068	\$ 708,766,456	\$ 656,072,584
3,890,944	1,304,125	3,213,338	111,950,969	482,069	14,522,778	140,769,694	55,519,296
(288,383)	(260,217)	(78,969)	(2,304,604)	(37,373)	(111,566,542)	(115,531,578)	(2,825,424)
0	0	0	0	0	( 176,403)	(176,403)	0
<u>\$ 63,740,491</u>	<u>\$ 53,576,974</u>	<u>\$ 73,126,745</u>	<u>\$ 236,572,624</u>	<u>\$ 19,143,923</u>	<u>\$ 15,247,901</u>	<u>\$ 733,828,169</u>	<u>\$ 708,766,456</u>
\$ 22,293,465	\$ 15,448,763	\$ 22,105,737	\$ 33,752,415	\$ 10,493,858	\$ 0	\$ 129,801,534	\$ 121,854,685
1,425,478	785,804	1,069,851	3,531,746	722,332	0	10,259,055	9,195,601
(100,671)	(102,049)	(46,952)	(897,911)	(34,109)	0	(2,098,635)	(1,248,752)
<u>\$ 23,618,272</u>	<u>\$ 16,132,518</u>	<u>\$ 23,128,636</u>	<u>\$ 36,386,250</u>	<u>\$ 11,182,081</u>	<u>\$ 0</u>	<u>\$ 137,961,954</u>	<u>\$ 129,801,534</u>
\$ 40,122,219	\$ 37,444,456	\$ 49,998,109	\$ 200,186,374	\$ 7,961,842	\$ 15,247,901	\$ 595,866,215	
<u>\$ 37,844,465</u>	<u>\$ 37,084,303</u>	<u>\$ 47,886,639</u>	<u>\$ 93,173,844</u>	<u>\$ 8,205,369</u>	<u>\$ 112,468,068</u>		<u>\$ 578,964,922</u>







Moving forward

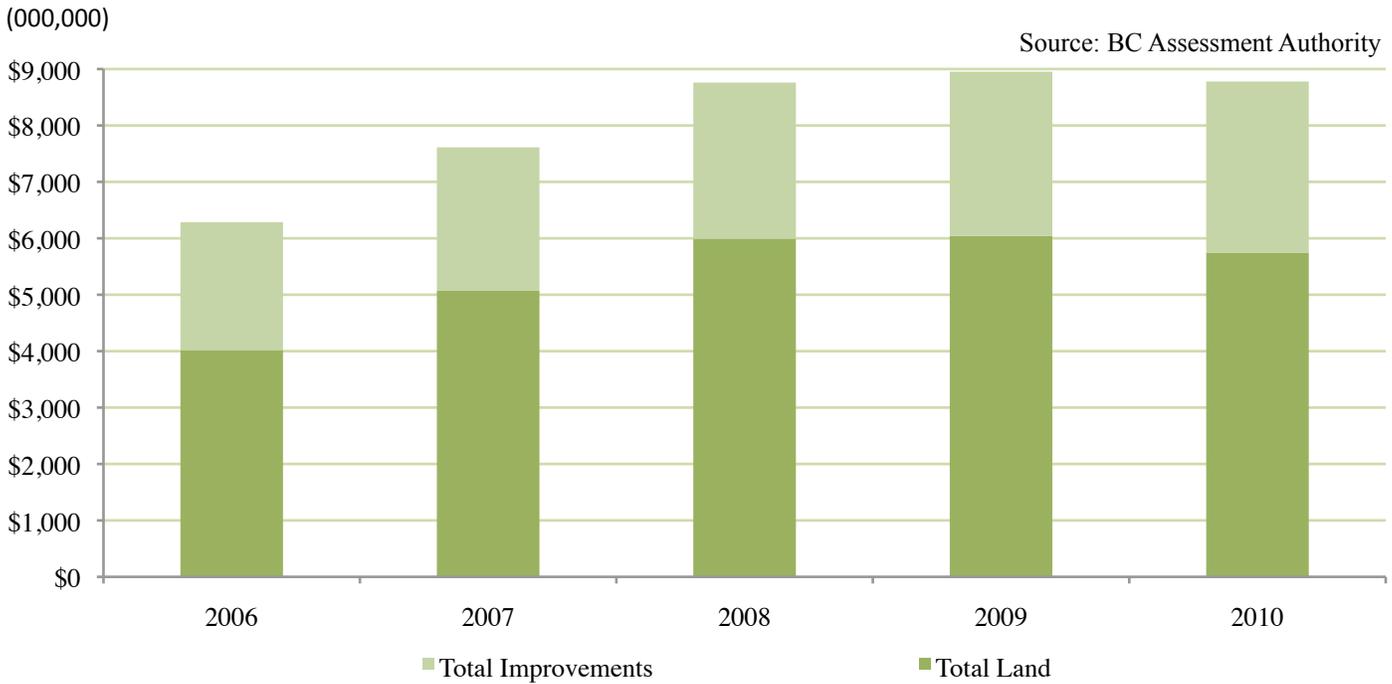
# Statistical Section *(unaudited)*

# Average Home Municipal Property Taxation and Utility Levies – 2010

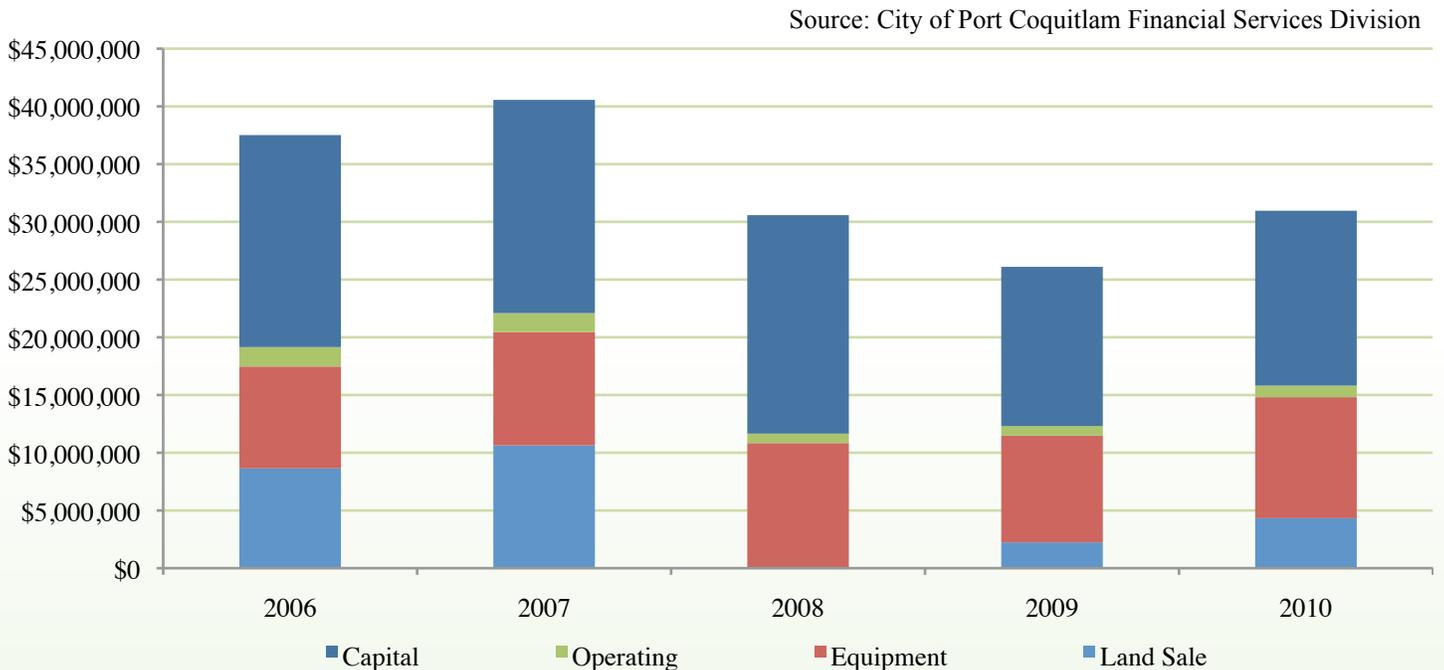
Source: BC Ministry of Community & Rural Development



# Assessed Values for General Municipal Purposes

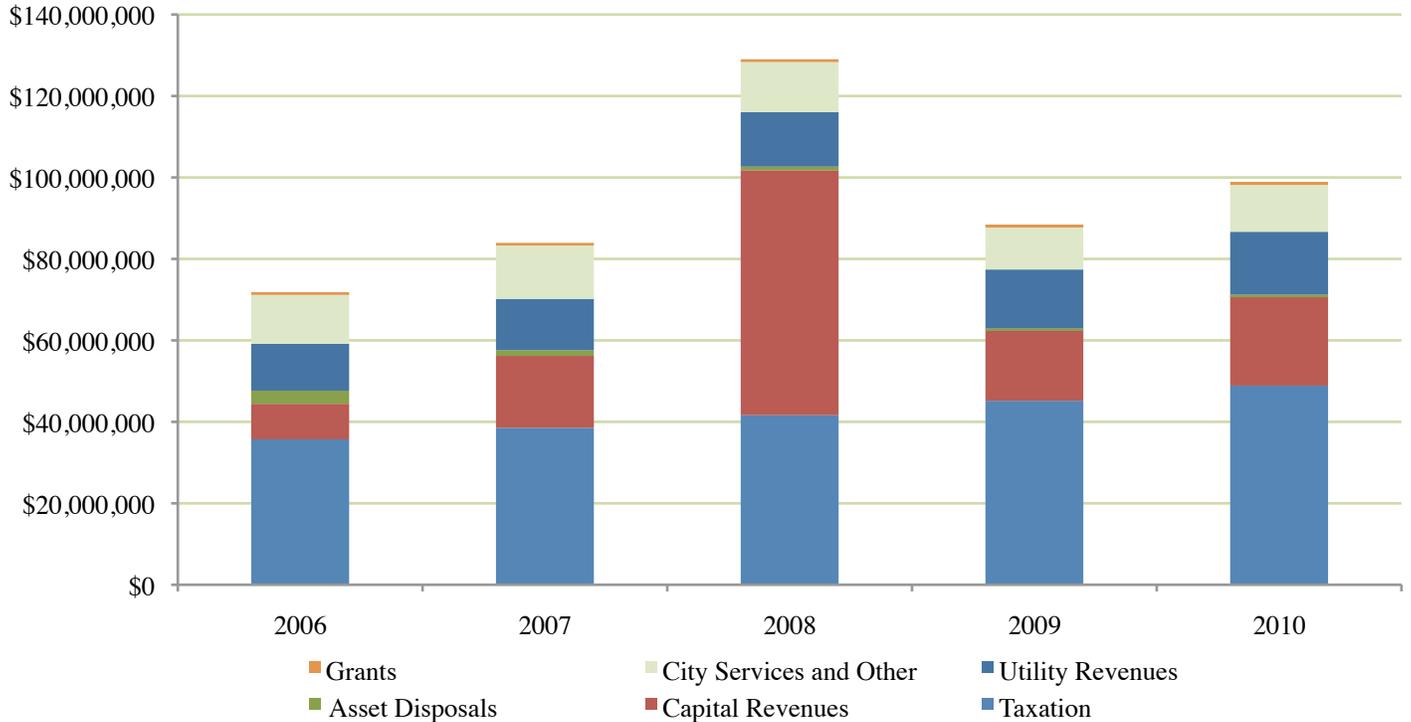


# Summary of Major Statutory Reserve Funds



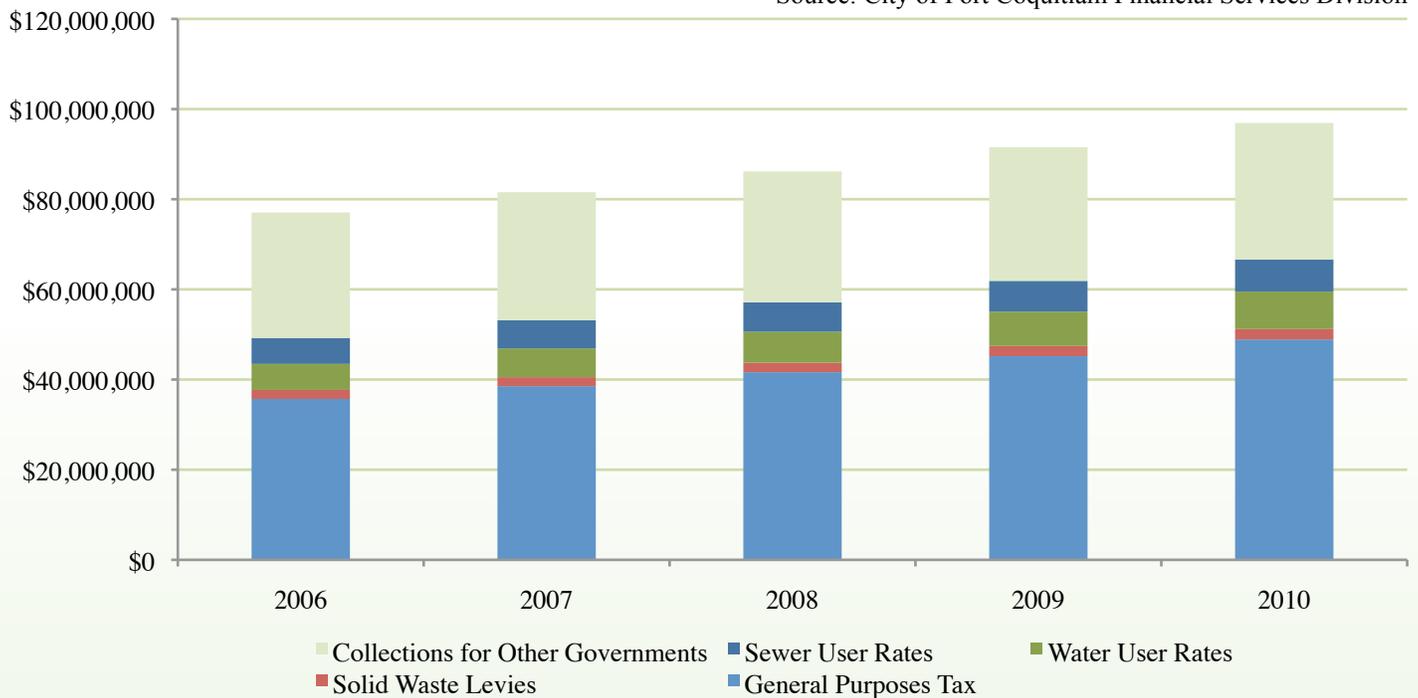
# Revenues by Source

Source: City of Port Coquitlam Financial Services Division



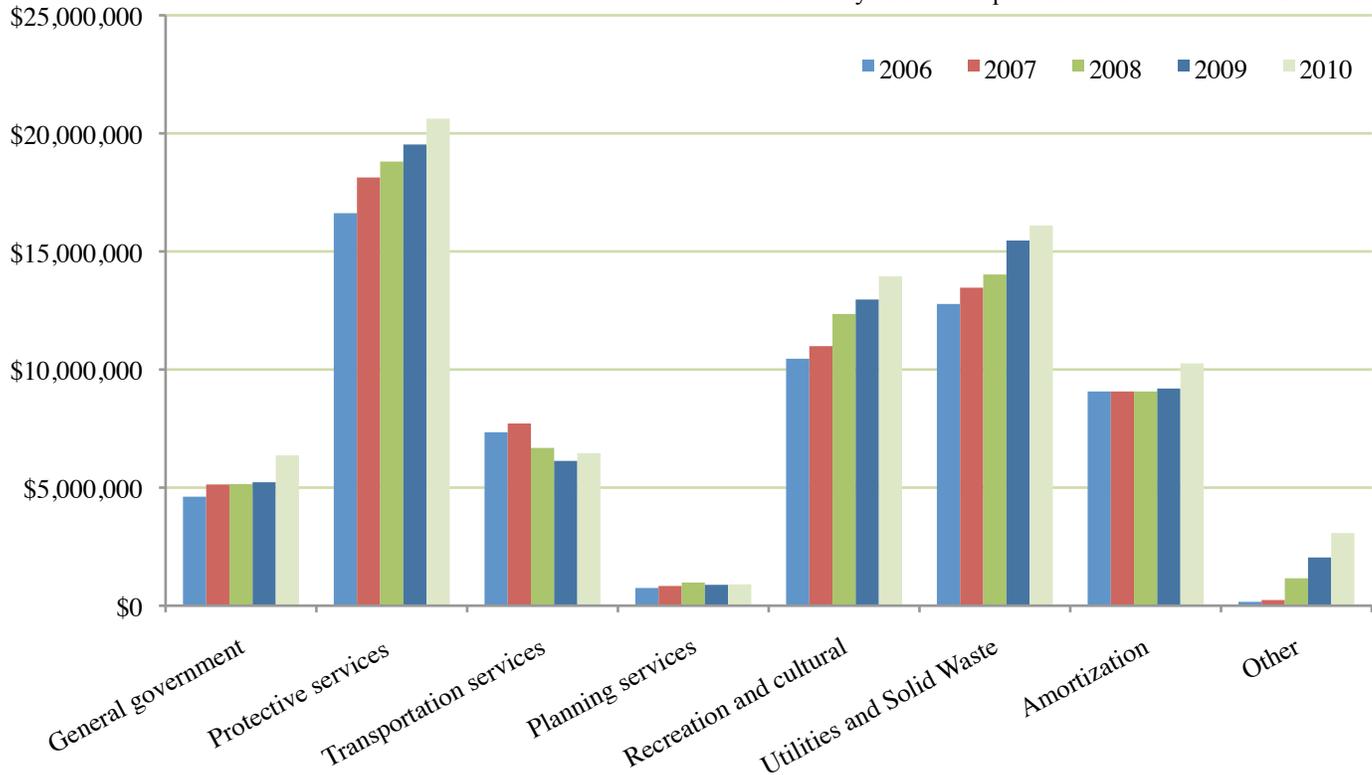
# Taxes, Major Levies and Other Government Collections

Source: City of Port Coquitlam Financial Services Division



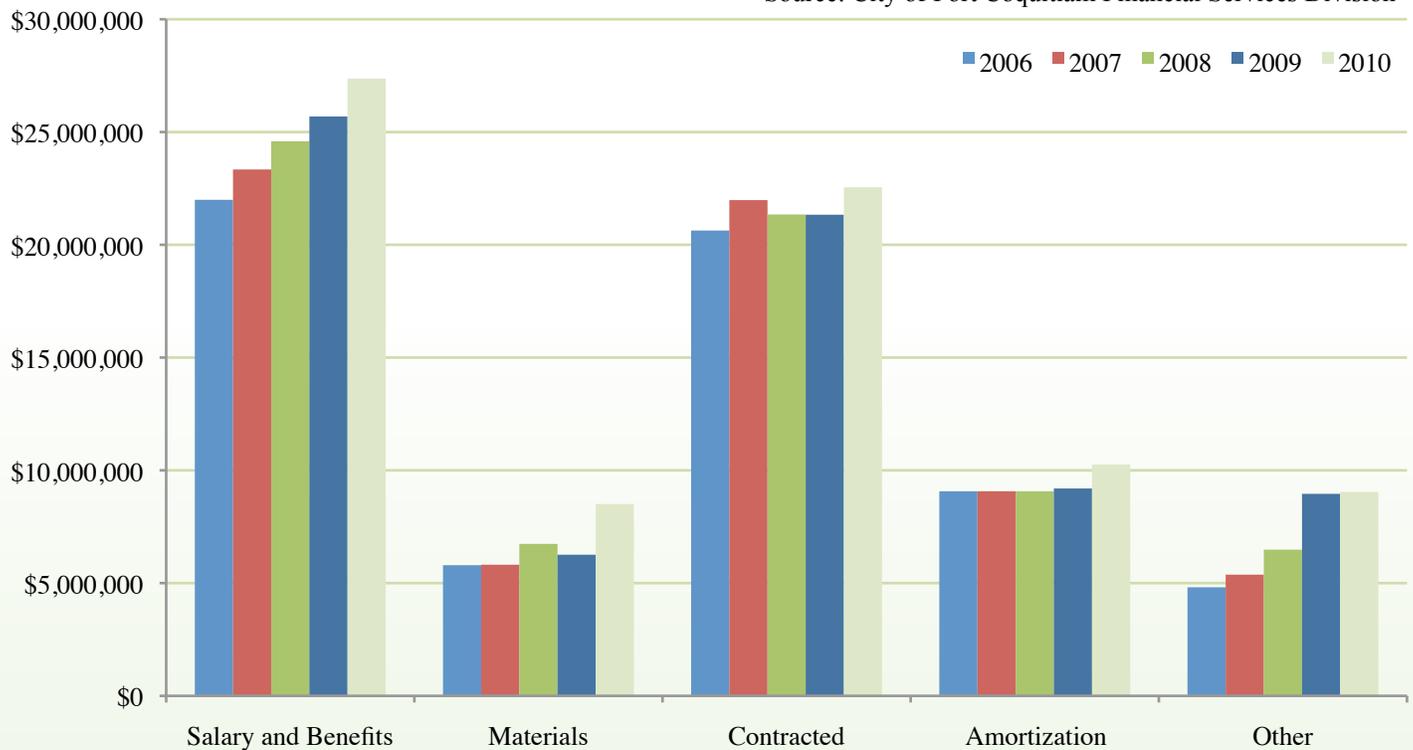
# Expense by Function

Source: City of Port Coquitlam Financial Services Division



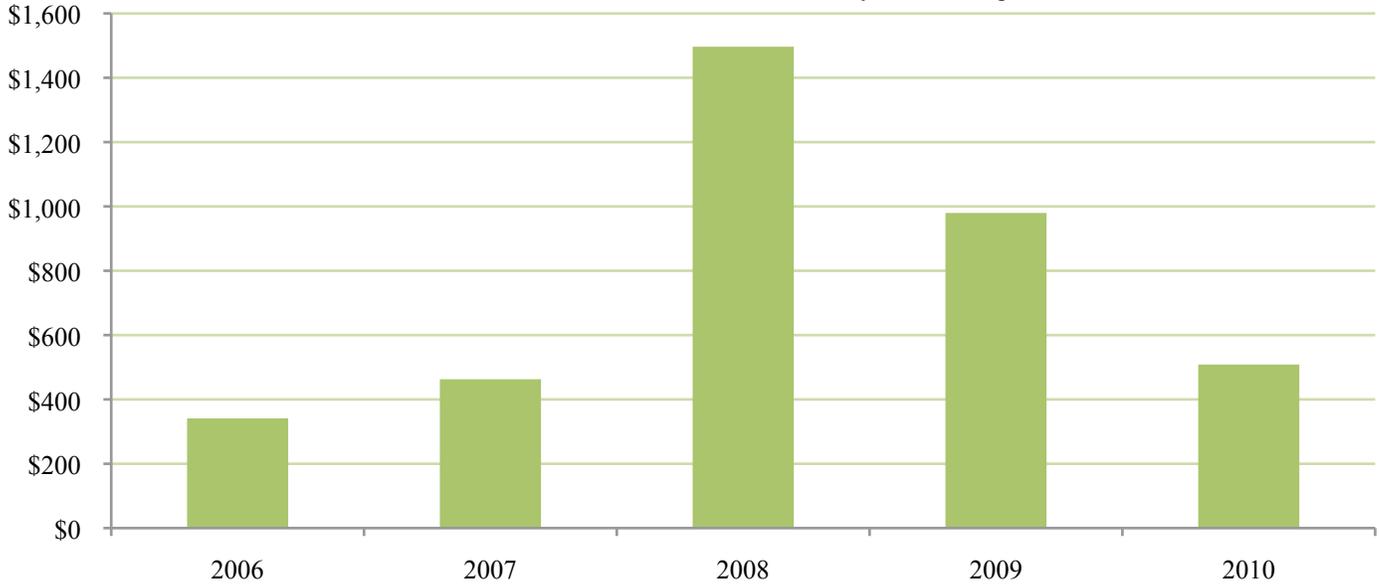
# Expense by Object

Source: City of Port Coquitlam Financial Services Division



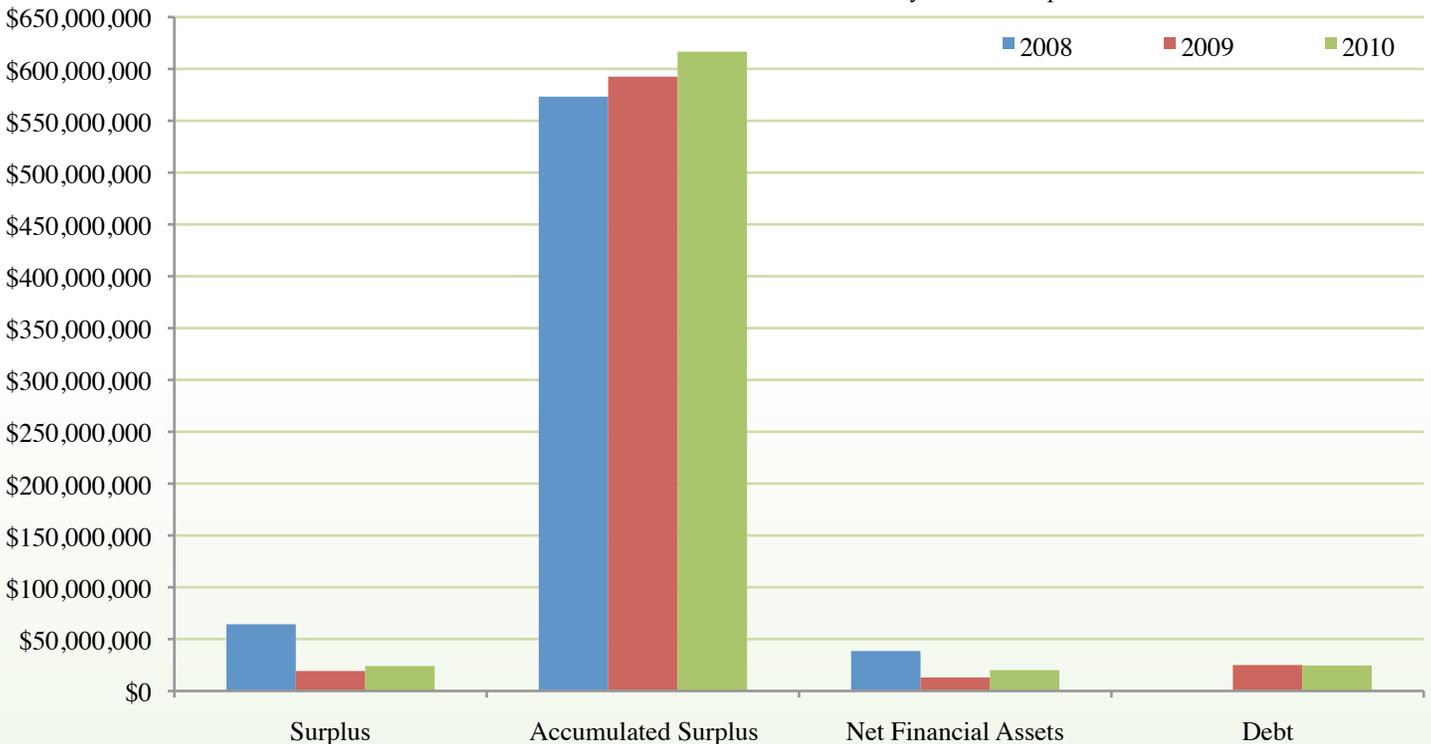
# Capital Expenditures Per Capita

Source: City of Port Coquitlam Financial Services Division



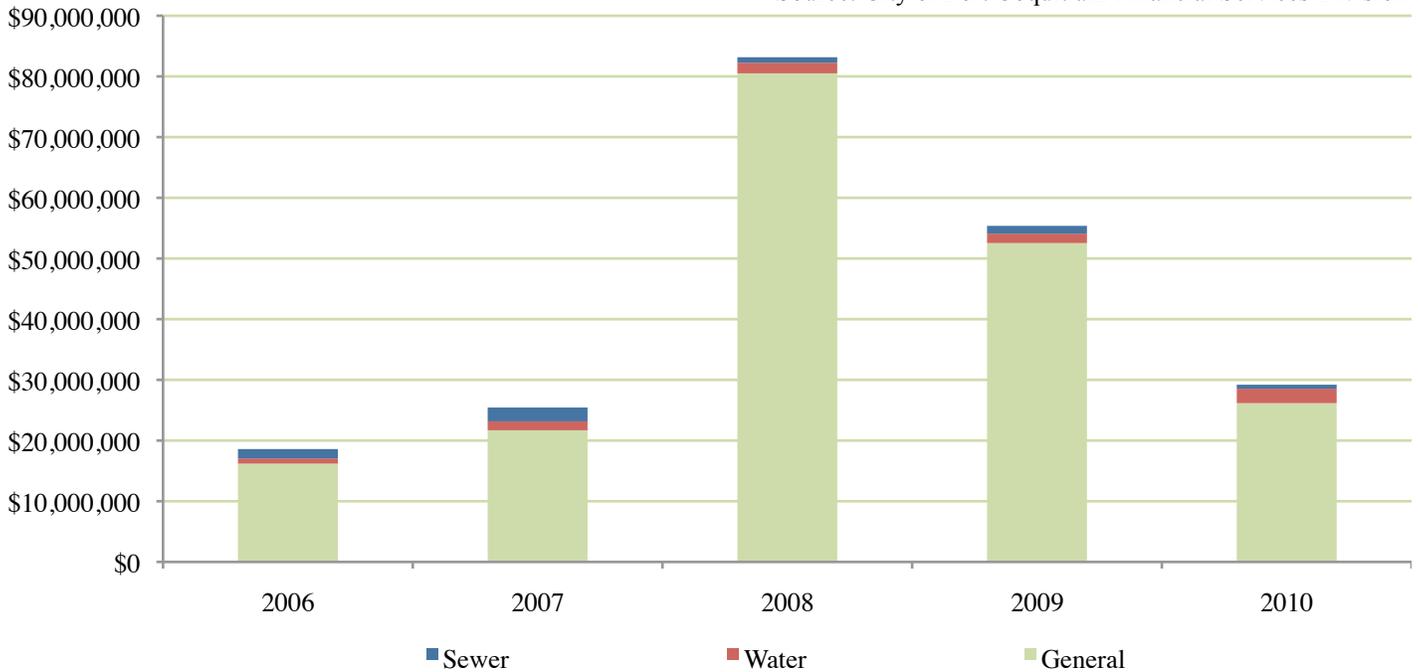
# Surplus, Accumulated Surplus, Net Financial Assets and Debt

Source: City of Port Coquitlam Financial Services Division



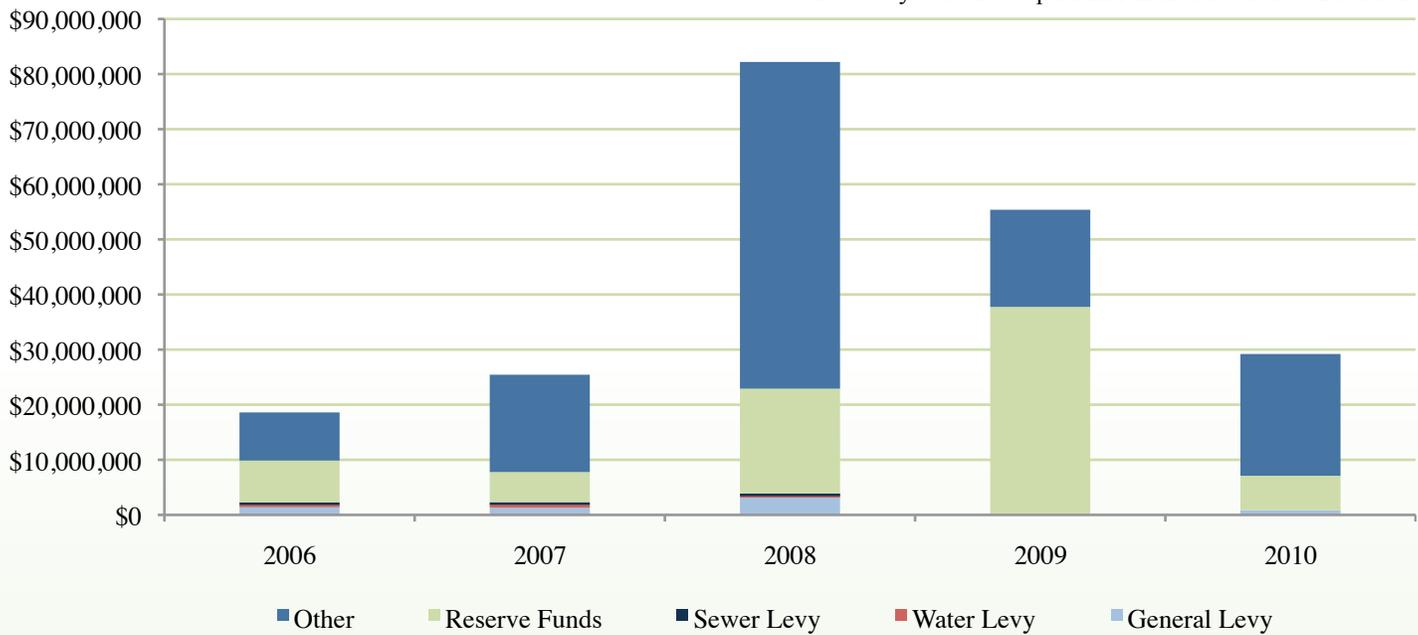
# Capital Expenditures by Fund

Source: City of Port Coquitlam Financial Services Division



# Capital Expenditures by Source

Source: City of Port Coquitlam Financial Services Division



# Property Tax Levied and Collected

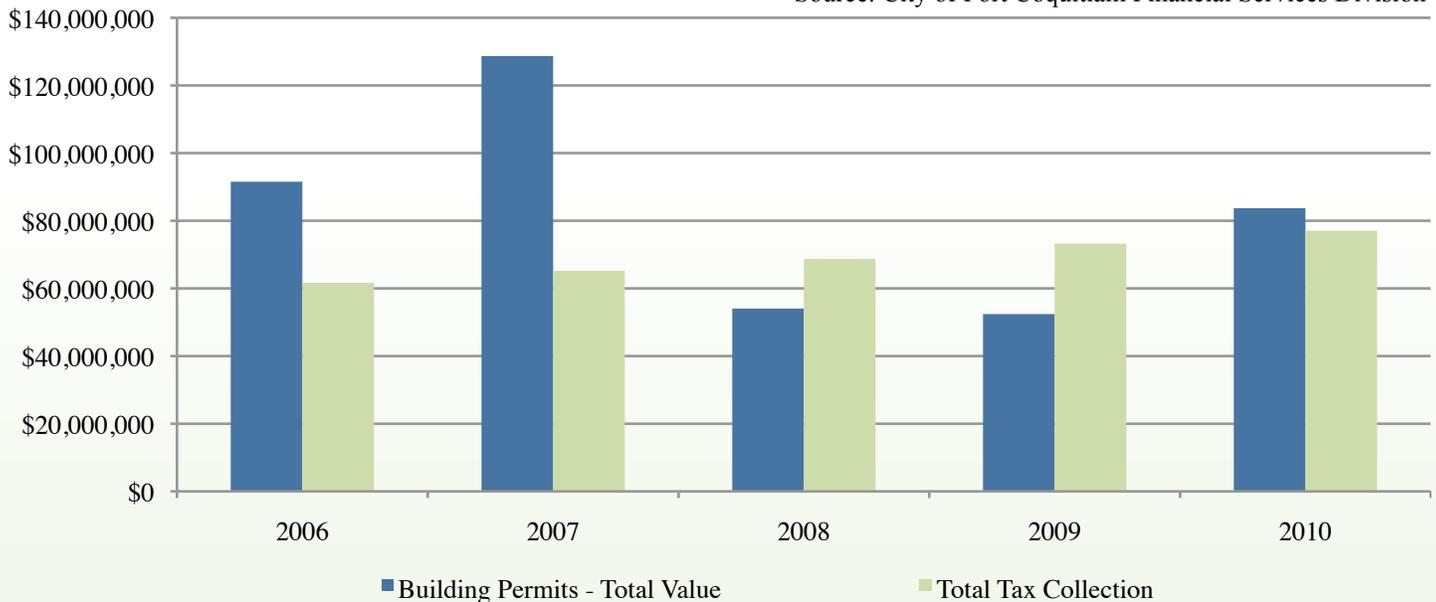
Thousands

Source: City of Port Coquitlam Financial Services Division

	2006	2007	2008	2009	2010
City of Port Coquitlam - tax	\$ 34,122	\$ 36,962	\$ 40,068	\$ 43,613	\$ 46,926
Regional District	636	673	689	709	744
BC Assessment	677	688	721	765	786
Finance Authority	2	2	2	2	2
School District	21,358	21,857	22,773	22,940	23,346
BC Transit Authority	5,160	5,210	4,879	5,232	5,384
<b>TOTAL CURRENT TAXES LEVIED</b>	<b>61,955</b>	<b>65,392</b>	<b>69,132</b>	<b>73,261</b>	<b>77,188</b>
Current tax collected (\$)	60,729	64,166	67,617	71,776	75,306
Current tax collected (%)	98.02%	98.13%	97.81%	97.97%	97.56%
Tax arrears beginning of year	1,346	1,573	1,562	1,987	2,503
Tax arrears collected (\$)	937	1,021	1,085	1,449	1,765
Tax arrears collected (%)	69.61%	64.91%	69.46%	72.92%	70.52%
<b>TOTAL TAX COLLECTIONS (\$)</b>	<b>\$ 61,666</b>	<b>\$ 65,187</b>	<b>\$ 68,702</b>	<b>\$ 73,225</b>	<b>\$ 77,071</b>

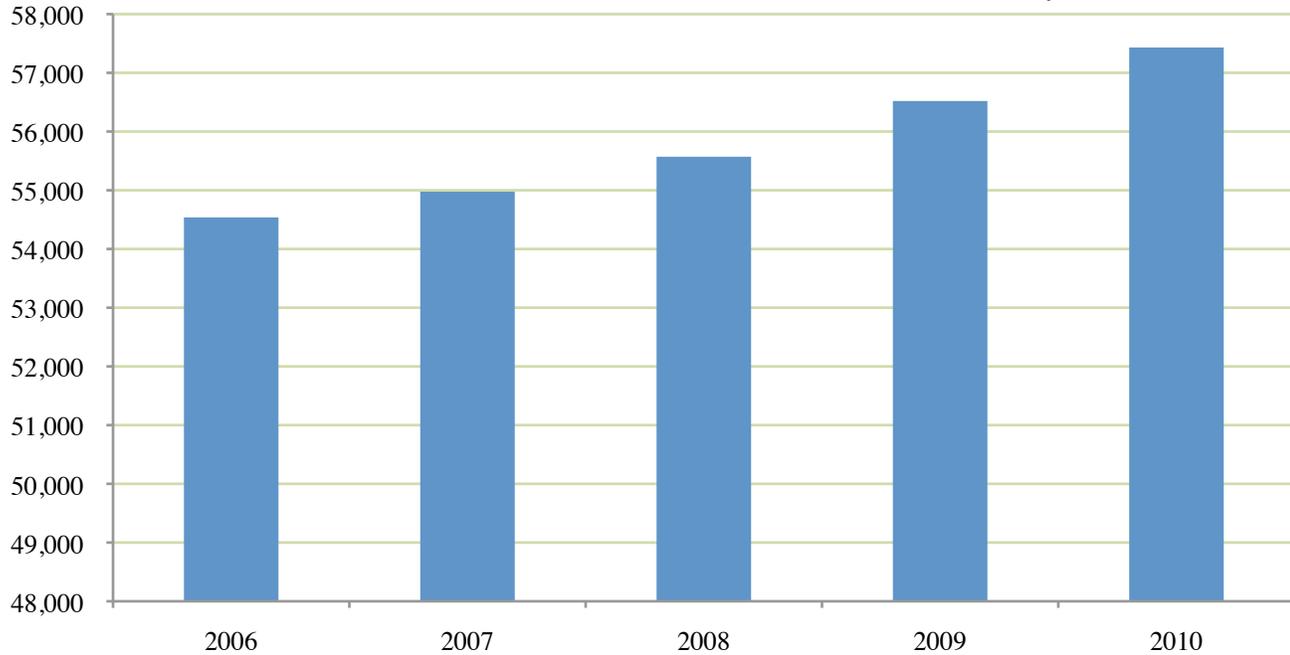
# Building Permits and Total Tax Collection

Source: City of Port Coquitlam Financial Services Division



# Population Estimates

Source: BC Ministry of Citizens' Services

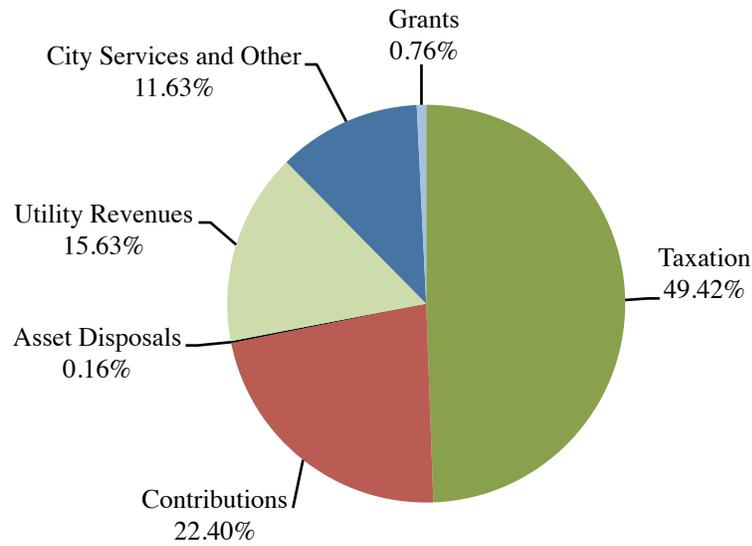


# Estimated Household Costs of City Services for an Average Single Family Residence

Source: City of Port Coquitlam Financial Services Division

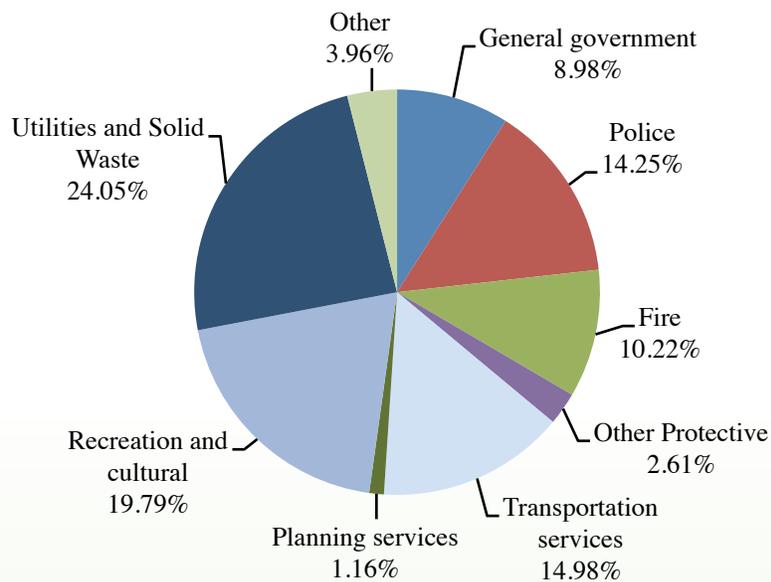


# 2010 Revenue



Source: City of Port Coquitlam  
Financial Services Division

# 2010 Expenses



Source: City of Port Coquitlam  
Financial Services Division

# 2010 Principle Corporate Taxpayers

REGISTERED OWNER	PRIMARY PROPERTY	TAXES LEVIED
Canadian Pacific Railway Co	Railyard	\$ 1,027,158
Kebet Holdings Ltd	Miscellaneous	797,988
Sears Canada Inc	Warehousing	548,001
629654 BC LTD	Distributor	489,549
Artis Poco Place Ltd	Shopping Centre	453,398
1510060 Ontario Inc	Shopping Centre	382,209
Sysco Canada Inc	Food Wholesaler	353,358
Costco Wholesale Canada Ltd.	Retail Sales	325,858
Viam Holdings Ltd	Miscellaneous	316,936
Westlo Financial Corp	Shopping Centre	306,107
Onni Development Corp	Miscellaneous	296,899
Mondi Properties	Miscellaneous	294,478
De Gobbi Industries Ltd	Miscellaneous	267,817
Consolidated Fastfrate (BC) Holdings Inc	Shipping Company	248,773
Runnel Holdings Ltd	Shopping Centre	242,168
Yen - Hoy Enterprises	Shopping Centre	242,168
Home Depot Holdings Inc.	Shopping Centre	239,643
RPMG Holdings Ltd	Miscellaneous	230,553
677129 British Columiba Ltd	Miscellaneous	227,330
566203 BC LTD	Miscellaneous	224,955
Esco Limited	Manufacturing	211,382
Jim Pattison Developments	Retail Sales	205,980
Sunrise Investments Inc	Shopping Centre	205,792
Daro Developments	Miscellaneous	189,411
Vanseal Holdings Ltd	Miscellaneous	182,890
		<u>\$ 8,510,801</u>



# 2010 Permissive Property Tax Exemptions

NAME	TAX RELIEF
Port Coquitlam Heritage and Cultural Society	\$ 1,574
Port Coquitlam Kinsmen Club	5,133
Hyde Creek Watershed Society	5,713
Tri-City Women's Resource Centre	6,384
Southside Baptist Church	7,993
Victory Baptist Church	7,777
Port Coquitlam Seniors Housing Society	6,394
Port Coquitlam Pentecostal Assembly	10,471
Coquitlam Chinese Evangelical Free Church	11,088
Foursquare Gospel Church of Canada – Port Coquitlam Campus	17,087
North American Baptist Church	17,808
Vancouver Bible Presbyterian	20,576
Trinity Western Club	20,574
Tri-City Islamic Centre	22,285
Hope Lutheran Church	22,681
Foursquare Gospel Church of Canada – Grace Campus	26,168
Fellowship Deaconry Association of British Columbia	28,160
Our Lady of Assumption Roman Catholic Church and Elementary School	36,623
Archbishop Carney Roman Catholic High School	167,063
	<u>\$ 441,552</u>





## Connecting a community

Two halves became whole when the award-winning Coast Meridian Overpass (CMO) opened in March 2010, providing the third – and most effective – link between north and south Port Coquitlam.

The City's largest-ever transportation infrastructure project, the 580-metre-long cable-stayed bridge spanning the Canadian Pacific Railway yards is more than just a transportation route that allows vehicles, drivers and cyclists to travel throughout the community more easily. It is also a symbolic bridge between two areas of Port Coquitlam that, for generations, have defined themselves by which side of the CPR yards they are on.

On March 6, 2010, the community met at mid-span on the CMO to celebrate the new link with a parade, north vs. south street hockey game, historical displays and ribbon-cutting by long-time residents.

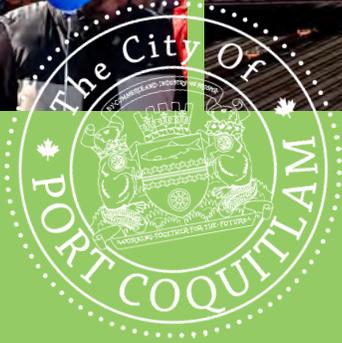


In addition to four travel lanes, sidewalk and bicycle lanes, the project brought extensive road and intersection improvements to Lougheed Highway and other surrounding streets. Since it opened, the project has significantly improved traffic conditions and access to the City's downtown and other areas, and has eliminated the extreme delays and chronic congestion previously experienced on the two other north-south connecting routes at Shaughnessy Street and the Mary Hill Bypass.

### AWARD OF MERIT

Design-Build contractor SNC-Lavalin Constructors (Pacific) Ltd. began construction of the project in March 2008. The construction process included a number of engineering innovations, with two in particular earning the project an Award of Merit in the transportation category of the Consulting Engineers of British Columbia's (CEBC) 2011 awards:

- The CMO was the longest push-launch bridge structure in North America. One at a time, five span sections weighing up to 1,500 tonnes were inched into place with hydraulic jacks and rollers, secured by cables attached to the 25-metre-tall steel pylons. The largest span piece was 125 metres long.
- The complexity of the bridge's cable-stayed design allowed for a two-metre reduction in the depth of the beams.



Port Coquitlam celebrated the opening of the Coast Meridian Overpass on March 6, 2010. This award-winning project links the north and south sides of the community and is Port Coquitlam's largest transportation infrastructure project to date. Read more on the inside back cover.

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