



AGENDA

Committee of the Whole
to be held on Tuesday April 24, 2018 in the Council Chambers at 10:30 am
Municipal Hall, 977 South Maquinna Drive

Call to Order

**Introduction of
Late Items** None.

Approval of the Agenda

- Business
Arising**
- 1 Draft 2018-2022 Financial Plan Bylaw no. 600, 2018**

 - 2 Draft 2018 Tax Rate Bylaw no. 604, 2018**

Adjournment



VILLAGE OF TAHSIS

BYLAW NO. 600, 2018

A BYLAW FOR THE VILLAGE OF TAHSIS RESPECTING THE FINANCIAL PLAN FOR THE FIVE-YEAR PERIOD

JANUARY 1, 2018 – DECEMBER 31, 2022

WHEREAS under the *Community Charter*, a Council must adopt, by bylaw, a Five-Year Financial Plan;

NOW THEREFORE, the Council of the Village of Tahsis, in open meeting assembled, enacts as follows:

1. Schedule "A" and Schedule "B" attached hereto and made part of this Bylaw is hereby declared to be the Financial Plan of the Village of Tahsis for the years 2018-2022 inclusive.
2. This Bylaw may be cited for all purposes as the "2018-2022 Financial Plan Bylaw No. 600, 2018".

| | | |
|-------------------------|-----------------|--|
| READ a first time this | 1 st | day of May, 2018 |
| READ a second time this | 1 st | day of May, 2018 |
| READ a third time this | 1 st | day of May, 2018 |
| Adopted this | _____ | day of May, 2018 (before May 15, 2018) |

MAYOR

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 600, 2018 duly passed by the Council of the Village of Tahsis on this ___ day of May, 2017.

CORPORATE OFFICER

**Village of Tahsis
Financial Plan for 2018 - 2022 - Operations
Bylaw No. 600, 2018**

SCHEDULE "A"

| <u>Operational Revenues</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>2021</u> | <u>2022</u> |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| Taxation | | | | | |
| Property Taxes | \$ 690,053 | \$ 714,445 | \$ 739,324 | \$ 764,701 | \$ 790,586 |
| Grants in lieu of taxes | 31,181 | 31,805 | 32,441 | 33,090 | 33,752 |
| Fees | | | | | |
| User fees and charges | 79,350 | 80,937 | 82,556 | 84,207 | 85,891 |
| Water | 125,000 | 127,500 | 130,050 | 132,651 | 135,304 |
| Sewer | 110,000 | 112,200 | 114,444 | 116,733 | 119,068 |
| Environmental Health | 157,000 | 160,140 | 163,343 | 166,610 | 169,942 |
| Other sources | | | | | |
| Interest and penalties on taxes | - | - | - | - | - |
| Grants/other governments | 529,576 | 529,576 | 529,576 | 529,576 | 529,576 |
| Investment income | 36,500 | 37,230 | 37,975 | 38,735 | 39,510 |
| Amortization offset | 243,277 | 257,304 | 277,222 | 277,273 | 288,816 |
| Prior Years' Surplus | 147,096 | - | - | - | - |
| | \$ 2,149,033 | \$ 2,051,137 | \$ 2,106,931 | \$ 2,143,576 | \$ 2,192,445 |
| <u>Operational Expenditures</u> | | | | | |
| General Government | \$ 582,912 | \$ 594,570 | \$ 606,461 | \$ 618,590 | \$ 630,962 |
| Protective services | 216,436 | 220,765 | 225,180 | 229,684 | 234,278 |
| Environmental Health | 111,652 | 113,885 | 116,163 | 118,486 | 120,856 |
| Transportation services | 233,587 | 238,259 | 243,024 | 247,884 | 252,842 |
| Recreation, Cultural and Developmental services | 292,773 | 298,628 | 304,601 | 310,693 | 316,907 |
| Water services | 115,316 | 117,622 | 119,974 | 122,373 | 124,820 |
| Sewer services | 117,199 | 119,543 | 121,934 | 124,373 | 126,860 |
| Amortization | 243,277 | 257,304 | 277,222 | 277,274 | 288,817 |
| Transfers to other funds | 88,785 | 90,561 | 92,372 | 94,219 | 96,103 |
| 2016 Operating Deficit | 147,096 | - | - | - | - |
| | \$ 2,149,033 | \$ 2,051,137 | \$ 2,106,931 | \$ 2,143,576 | \$ 2,192,445 |
| Net Operating surplus/deficit | \$ - | \$ - | \$ - | \$ - | \$ - |

Village of Tahsis
2018 - 2022 Financial Plan - Capital
Bylaw No. 600, 2018

SCHEDULE "A"

| <u>Capital Funding</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>2021</u> | <u>2022</u> |
|------------------------------------|---------------------|---------------------|---------------------|--------------------|--------------------|
| Capital grants | \$ 1,467,000 | \$ 1,191,000 | \$ 1,677,500 | \$ - | \$ - |
| Capital Works Reserve | 310,540 | 62,340 | 67,687 | 58,041 | 518,402 |
| Economic Reserve Fund | - | 5,000 | - | - | - |
| General Reserve Fund | - | 3,000 | 3,150 | 3,308 | 23,473 |
| Recreation Centre Reserve Fund | 75,000 | - | - | - | - |
| Fire Hall Reserve | 8,005 | - | - | - | - |
| | \$ 1,860,545 | \$ 1,261,340 | \$ 1,748,337 | \$ 61,349 | \$ 541,875 |
| <u>Capital Expenditures</u> | | | | | |
| Buildings | \$ 585,000 | \$ 5,000 | \$ 50,000 | \$ - | \$ 450,000 |
| Drinking Water | 396,000 | - | - | - | 50,000 |
| Equipment | 136,545 | 40,000 | - | 40,000 | - |
| Information Technology | - | 8,000 | 3,150 | 3,308 | 23,473 |
| Roads | 526,000 | 1,141,000 | 1,677,500 | - | - |
| Sanitary Sewer | 217,000 | 67,340 | 17,687 | 18,041 | 18,402 |
| Grand Total | \$ 1,860,545 | \$ 1,261,340 | \$ 1,748,337 | \$ 61,349 | \$ 541,875 |
| Net Capital Plan | \$ - | \$ - | \$ - | \$ - | \$ - |

**Village of Tahsis
2018-2022 Financial Plan – Bylaw No. 600, 2018
Financial Plan Statement
Schedule “B”**

The *Community Charter* requires municipalities to include in the 5-year Financial Plan:

- 1) The objectives and policies of the municipality for the 5-year planning period in relation to each of the funding sources and the proportion of total revenue from each funding source; and
- 2) The distribution of property value taxes among the property classes that may be subject to taxes; and
- 3) The use of permissive tax exemptions.

A. Funding Sources - Operations

Table 1: Funding Sources, 2018

| <u>Revenue Source</u> | <u>Dollar Value</u> | <u>% of Total Revenue</u> |
|----------------------------------|---------------------|---------------------------|
| Property Taxes | \$ 690,053 | 32.1% |
| User fees and charges | 471,350 | 22.0% |
| Grants, including capital grants | 560,757 | 26.1% |
| Investment Income | 36,500 | 1.7% |
| Amortization offset | 243,277 | 11.3% |
| Prior years' surplus | <u>147,096</u> | <u>6.8%</u> |
| Total Revenue | \$ 2,149,033 | 100% |

Objectives and Policies:

- Fees and charges reflect the full cost of utilities
- Increase transfers to capital reserve accounts for asset management purposes
- Seek alternative revenue sources

B. Distribution of Property Taxes Across Property Classes

Over the term of the plan, municipal property taxes are distributed across six property tax classes as shows in Table 2 below.

Table 2: Distribution of Village of Tahsis Property Taxes, 2018

| | | |
|--------------------------|--------------|--------------|
| Class 1 - Residential | \$ 424,183 | 61.47% |
| Class 2 - Utilities | 30,908 | 4.48% |
| Class 5 - Light Industry | 76,186 | 11.04% |
| Class 6 – Business/Other | 136,217 | 19.74% |
| Class 7 - Managed Forest | 17,396 | 2.52% |
| Class 8 - Recreational | <u>5,163</u> | <u>0.75%</u> |
| Total | \$ 690,053 | 100% |

Objectives and Policies

- Equitable distribution of tax burden across property classes
- Tax increases across all property classes earmarked to address core infrastructure deficiencies
- Attract and sustain economic development

C. Permissive Tax Exemptions

Bylaw No. 595, 2017 lists the permissive exemptions granted to religious, community and other not-for-profit organizations.

Objectives and Policies:

- Permissive exemptions are granted to not-for-profit organizations that form a valuable part of and provide services to the community.
- Council may utilize its authority under the *Community Charter* to provide permissive exemptions to property owners who contribute to the community's social and environmental well being, for example, greenhouse gas reduction, affordable housing, and Village revitalization.



VILLAGE OF TAHSIS

BYLAW NO. 604, 2018

**A BYLAW FOR THE LEVYING OF RATES FOR GENERAL MUNICIPAL, REGIONAL HOSPITAL DISTRICT, REGIONAL DISTRICT,
WASTE MANAGEMENT AND LIBRARY PURPOSES FOR THE YEAR 2018.**

The Council of the Village of Tahsis, in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2018:
 - a. For all lawful general and debt servicing purposes of the Village of Tahsis on the value of land and improvements taxable for general municipal purposes, rates appearing in column 'A' of Schedule "A" attached hereto and forming a part of this Bylaw;
 - b. For Comox-Strathcona Regional Hospital District purposes on the value of land and improvements taxable for regional hospital district purposes, rates appearing in column 'B' of Schedule "A" attached hereto and forming a part of this Bylaw;
 - c. For Regional District Services: General Government Services, Protective Services and Development Services the value of land and improvements taxable for regional hospital district purposes, rates appearing in column 'C' and 'D' of Schedule "A" attached hereto and forming a part of this Bylaw;
 - d. For Comox Valley Regional District Services: Solid Waste Management on the value of land and improvements taxable for municipal purposes, rates appearing in column 'E' of Schedule "A" attached hereto and forming a part of this Bylaw;
 - e. For Library requisition purposes of the Village of Tahsis on the assessed value of land and improvements taxable for municipal purposes, rates appearing in column 'F' of Schedule "A" attached hereto and forming a part of this Bylaw.
2. The Collector of the Village of Tahsis shall add to the unpaid taxes of the current year, for each parcel of land and its improvements of the property tax roll, 10% of the amount of the current year taxes which remain unpaid after July 3, 2018 and the said unpaid taxes together with the amount added as aforesaid shall be taxes of the current year due on such land and its improvements.
3. Tax rates and percentage additions caused as a result of a supplementary roll prepared under the Assessment Act shall be executed in accordance with section 241 of the *Community Charter*.
4. The tax rates and taxes imposed under this Bylaw shall be payable at the offices of the said Collector at the Village of Tahsis Municipal Hall, 977 South Maquinna Drive, P.O. Box 219, Tahsis, BC, V0P 1X0, no later than 4:00 pm on July 3, 2018.

5. Any and all amounts payable under this Bylaw shall be payable at the offices of the said Collector at the Village of Tahsis Municipal Hall, 977 South Maquinna Drive, P.O. Box 219, Tahsis, BC, V0P 1X0.
6. This Bylaw may be cited for all purposes as the "Tax Rates Bylaw No. 604, 2018".

| | | |
|-------------------------|-----------------|--|
| READ a first time this | 1 st | day of May, 2018 |
| READ a second time this | 1 st | day of May, 2018 |
| READ a third time this | 1 st | day of May, 2018 |
| Adopted this | _____ | day of May, 2018 (before May 15, 2018) |

MAYOR

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No.604, 2018 duly passed by the Council of the Village of Tahsis on this _____ day of May, 2017.

CORPORATE OFFICER

DRAFT

**Tax Rates Bylaw No. 604, 2018
Schedule "A"**

The following rates shall apply on each thousand dollars of the assessed value of land and its improvements.

| Property Class | | A | B | C | D | E | F |
|----------------|-----------------------|----------------------|---|--|--|--|-------------------------|
| | | General Municipal | Comox Strathcona Regional Hospital District on Hospital | Strathcona Regional District on Hospital | Strathcona Regional District on Municipal | Comox Valley Regional District - Solid Waste Mgmt on Municipal | Library on Municipal |
| 1 | Residential | 14.43537 | 0.66393 | 0.21804 | 0.22138 | 0.15762 | 0.26390 |
| 2 | Utilities | 37.38761 | 2.32377 | 0.76312 | 0.77482 | 0.55167 | 0.92365 |
| 3 | Supportive Housing | 14.43537 | 0.66393 | 0.21804 | 0.22138 | 0.15762 | 0.26390 |
| 4 | Major Industrial | 49.08026 | 2.25737 | 0.74132 | 0.75269 | 0.53591 | 0.89726 |
| 5 | Light Industrial | 176.11153 | 2.25737 | 0.74132 | 0.75269 | 0.53591 | 0.89726 |
| 6 | Business/Other | 54.13264 | 1.62664 | 0.53419 | 0.54238 | 0.38617 | 0.64655 |
| 7 | Managed Forest Land | 129.91834 | 1.99180 | 0.65411 | 0.66413 | 0.47286 | 0.79170 |
| 8 | Recreation/Non Profit | 18.76598 | 0.66393 | 0.21804 | 0.22138 | 0.15762 | 0.26390 |
| 9 | Farm | 14.43537 | 0.66393 | 0.21804 | 0.22138 | 0.15762 | 0.26390 |

DRAFT

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Village of Tahsis - Proposed 2018 Property Tax Rates

Municipal Levy
\$690,052.82

| | 2017 | 2018 | \$ Change | % Change |
|---------------------------------------|--------------|--------------|---------------|----------|
| Average Single Family assessed value | \$ 72,497.00 | \$ 81,919.87 | \$ 9,422.87 | 13.0% |
| Average Strata assessed value | \$ 31,575.00 | \$ 27,286.67 | \$ (4,288.33) | -13.6% |
| Average Single Family municipal taxes | \$ 1,163.65 | \$ 1,182.54 | \$ 18.89 | 1.6% |
| Average Strata municipal taxes | \$ 506.46 | \$ 393.89 | \$ (112.57) | -22.2% |

Scenario A
0.1% Increase in
Municipal Taxes
for Residential
Properties

| A | B | C | D | E | F | G | H | I | K |
|----------------------|------------------------------------|---------------------|-----------|------------------------|----------------------|----------------------|------------------|----------------------|----------------------|
| | 2018 Net Taxable Value Assessments | % of Net Assessment | Multiples | Converted Values | 2018 Tax per \$1,000 | 2018 Municipal Taxes | % of Total Taxes | % increase over 2017 | 2017 Municipal Taxes |
| 1 Residential | \$ 29,385,000.00 | 87.534% | 1.0000 | \$ 2,938,500.00 | 14.435 | \$ 424,183.38 | 61.47% | 0.1% | \$ 423,872.32 |
| 2 Utilities | \$ 826,700.00 | 2.463% | 2.5900 | \$ 214,115.30 | 37.388 | \$ 30,908.34 | 4.48% | -57.2% | \$ 72,235.78 |
| 3 Supportive Housing | \$ - | 0.000% | 1.0000 | \$ - | 14.435 | \$ - | 0.00% | 0.0% | \$ - |
| 4 Major Industry | \$ - | 0.000% | 3.4000 | \$ - | 49.080 | \$ - | 0.00% | #DIV/0! | \$ - |
| 5 Light Industry | \$ 432,600.00 | 1.289% | 12.2000 | \$ 527,772.00 | 176.112 | \$ 76,185.85 | 11.04% | -0.4% | \$ 76,470.41 |
| 6 Business/Other | \$ 2,516,350.00 | 7.496% | 3.7500 | \$ 943,631.25 | 54.133 | \$ 136,216.67 | 19.74% | 45.8% | \$ 93,456.42 |
| 7 Managed Forests | \$ 133,900.00 | 0.399% | 9.0000 | \$ 120,510.00 | 129.918 | \$ 17,396.07 | 2.52% | 43.5% | \$ 12,125.17 |
| 8 Recreational | \$ 275,100.00 | 0.819% | 1.3000 | \$ 35,763.00 | 18.766 | \$ 5,162.52 | 0.75% | 0.9% | \$ 5,117.17 |
| 9 Farm | \$ - | 0.0% | 1.0000 | \$ - | 14.435 | \$ - | 0.00% | #DIV/0! | \$ - |
| | \$ 33,569,650.00 | 100% | | \$ 4,780,291.55 | | \$ 690,052.82 | 100.00% | | \$ 683,277.27 |

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Village of Tahsis - Proposed 2018 Property Tax Rates

Municipal Levy
\$690,052.82

| | 2017 | 2018 | \$ Change | % Change |
|---------------------------------------|--------------|--------------|---------------|----------|
| Average Single Family assessed value | \$ 72,497.00 | \$ 81,919.87 | \$ 9,422.87 | 13.0% |
| Average Strata assessed value | \$ 31,575.00 | \$ 27,286.67 | \$ (4,288.33) | -13.6% |
| Average Single Family municipal taxes | \$ 1,163.65 | \$ 1,214.51 | \$ 50.86 | 4.4% |
| Average Strata municipal taxes | \$ 506.46 | \$ 404.54 | \$ (101.92) | -20.1% |

Scenario B
2.8% Increase in Municipal Taxes for Residential Properties

| A | B | C | D | E | F | G | H | I | K |
|----------------------|------------------------------------|---------------------|-----------|------------------|----------------------|----------------------|------------------|----------------------|----------------------|
| | 2018 Net Taxable Value Assessments | % of Net Assessment | Multiples | Converted Values | 2018 Tax per \$1,000 | 2018 Municipal Taxes | % of Total Taxes | % increase over 2017 | 2017 Municipal Taxes |
| 1 Residential | \$ 29,385,000.00 | 87.534% | 1.0000 | \$ 2,938,500.00 | 14.826 | \$ 435,649.70 | 63.13% | 2.8% | \$ 423,872.32 |
| 2 Utilities | \$ 826,700.00 | 2.463% | 2.5900 | \$ 214,115.30 | 38.398 | \$ 31,743.84 | 4.60% | -56.1% | \$ 72,235.78 |
| 3 Supportive Housing | \$ - | 0.000% | 1.0000 | \$ - | 14.826 | \$ - | 0.00% | 0.0% | \$ - |
| 4 Major Industry | \$ - | 0.000% | 3.4000 | \$ - | 50.407 | \$ - | 0.00% | #DIV/0! | \$ - |
| 5 Light Industry | \$ 432,600.00 | 1.289% | 12.2000 | \$ 527,772.00 | 180.872 | \$ 78,245.27 | 11.34% | 2.3% | \$ 76,470.41 |
| 6 Business/Other | \$ 2,516,350.00 | 7.496% | 3.2500 | \$ 817,813.75 | 48.183 | \$ 121,245.64 | 17.57% | 29.7% | \$ 93,456.42 |
| 7 Managed Forests | \$ 133,900.00 | 0.399% | 9.0000 | \$ 120,510.00 | 133.430 | \$ 17,866.31 | 2.59% | 47.3% | \$ 12,125.17 |
| 8 Recreational | \$ 275,100.00 | 0.819% | 1.3000 | \$ 35,763.00 | 19.273 | \$ 5,302.07 | 0.77% | 3.6% | \$ 5,117.17 |
| 9 Farm | \$ - | 0.0% | 1.0000 | \$ - | 14.826 | \$ - | 0.00% | #DIV/0! | \$ - |
| | \$ 33,569,650.00 | 100% | | \$ 4,654,474.05 | | \$ 690,052.82 | 100.00% | | \$ 683,277.27 |

Village of Tahsis - Proposed 2018 Property Tax Rates

| |
|--|
| Municipal Levy \$690,052.82 |
|--|

| | 2017 | 2018 | \$ Change | % Change |
|---------------------------------------|--------------|--------------|---------------|----------|
| Average Single Family assessed value | \$ 72,497.00 | \$ 81,919.87 | \$ 9,422.87 | 13.0% |
| Average Strata assessed value | \$ 31,575.00 | \$ 27,286.67 | \$ (4,288.33) | -13.6% |
| Average Single Family municipal taxes | \$ 1,163.65 | \$ 1,167.18 | \$ 3.53 | 0.3% |
| Average Strata municipal taxes | \$ 506.46 | \$ 388.78 | \$ (117.69) | -23.2% |

| |
|---|
| Scenario C 1.2% Decrease in Municipal Taxes for Residential Properties |
|---|

| A | B | C | D | E | F | G | H | I | K |
|----------------------|------------------------------------|---------------------|-----------|------------------|----------------------|----------------------|------------------|----------------------|----------------------|
| | 2018 Net Taxable Value Assessments | % of Net Assessment | Multiples | Converted Values | 2018 Tax per \$1,000 | 2018 Municipal Taxes | % of Total Taxes | % increase over 2017 | 2017 Municipal Taxes |
| 1 Residential | \$ 29,385,000.00 | 87.534% | 1.0000 | \$ 2,938,500.00 | 14.248 | \$ 418,673.62 | 60.67% | -1.2% | \$ 423,872.32 |
| 2 Utilities | \$ 826,700.00 | 2.463% | 2.5900 | \$ 214,115.30 | 36.902 | \$ 30,506.87 | 4.42% | -57.8% | \$ 72,235.78 |
| 3 Supportive Housing | \$ - | 0.000% | 1.0000 | \$ - | 14.248 | \$ - | 0.00% | 0.0% | \$ - |
| 4 Major Industry | \$ - | 0.000% | 3.4000 | \$ - | 48.443 | \$ - | 0.00% | #DIV/0! | \$ - |
| 5 Light Industry | \$ 432,600.00 | 1.289% | 12.2000 | \$ 527,772.00 | 173.824 | \$ 75,196.26 | 10.90% | -1.7% | \$ 76,470.41 |
| 6 Business/Other | \$ 2,516,350.00 | 7.496% | 4.0000 | \$ 1,006,540.00 | 56.991 | \$ 143,410.50 | 20.78% | 53.5% | \$ 93,456.42 |
| 7 Managed Forests | \$ 133,900.00 | 0.399% | 9.0000 | \$ 120,510.00 | 128.231 | \$ 17,170.11 | 2.49% | 41.6% | \$ 12,125.17 |
| 8 Recreational | \$ 275,100.00 | 0.819% | 1.3000 | \$ 35,763.00 | 18.522 | \$ 5,095.47 | 0.74% | -0.4% | \$ 5,117.17 |
| 9 Farm | \$ - | 0.0% | 1.0000 | \$ - | 14.248 | \$ - | 0.00% | #DIV/0! | \$ - |
| | \$ 33,569,650.00 | 100% | | \$ 4,843,200.30 | | \$ 690,052.82 | 100.00% | | \$ 683,277.27 |