



Minutes

<u>Meeting</u>	Special Council
<u>Date</u>	3 May, 2018
<u>Time</u>	10:00 AM
<u>Place</u>	Municipal Hall - Council Chambers

Present Acting Mayor Randy Taylor
Councillor Brenda Overton
Councillor Louis VanSolkema
Councillor Kathy Bellanger

Staff Mark Tatchell, Chief Administrative Officer

A. Call to Order

Acting Mayor Taylor called the meeting to order at 10:00 AM and acknowledged and respected that we are upon Mowachaht/ Muchalaht Territory.

1 B. Introduction of Late Items

Draft letter of in support of the Canadian Coast Guard establishing a permanent search and rescue station in Tahsis.

C. Approval of the Agenda

Overton/Bellanger: VOT 249/2018

THAT the Agenda for the May 3, 2018 Special Council meeting be adopted as amended.

CARRIED

K. Bylaws

Overton/Bellanger: VOT 250/2018

THAT the 2018-2022 Financial Plan Bylaw No. 600 be adopted as presented.

CARRIED

Overton/Bellanger: VOT 251/2018

THAT the Tax Rate Bylaw No. 604, 2018 be adopted as presented.

CARRIED

M. New Business

Overton/Bellanger: VOT 252/2018

THAT Council receive the draft letter in support of Canadian Coast Guard establishing a permanent search and rescue station in Tahsis **CARRIED**

Overton/Bellanger: VOT 253/2018

THAT Council approve the draft letter in support of Canadian Coast Guard establishing a permanent search and rescue station in Tahsis **CARRIED**

O. Adjournment

Overton/Bellanger: VOT 254/2018

THAT the Regular Council meeting adjourn at 10:05 AM **CARRIED**

Certified Correct this

15th Day of May 2018



Chief Administrative Officer

K1



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	3 rd	day of May, 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 3rd day of May, 2018.

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
and 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	\$ 426,817	61.85%
Class 2 - Utilities	74,448	10.80%
Class 5 - Light Industry	76,659	11.11%
Class 6 – Business/Other	91,375	13.24%
Class 7 - Managed Forest	15,559	2.25%
Class 8 - Recreational	<u>5,195</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.



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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	3 rd	day of May, 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 3rd day of May, 2018.

CORPORATE OFFICER

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	14.52499	0.66393	0.21804	0.22138	0.15762	0.26390
2	Utilities	90.05495	2.32377	0.76312	0.77482	0.55167	0.92365
3	Supportive Housing	14.52499	0.66393	0.21804	0.22138	0.15762	0.26390
4	Major Industrial	49.38497	2.25737	0.74132	0.75269	0.53591	0.89726
5	Light Industrial	177.20490	2.25737	0.74132	0.75269	0.53591	0.89726
6	Business/Other	36.31248	1.62664	0.53419	0.54238	0.38617	0.64655
7	Managed Forest Land	116.19994	1.99180	0.65411	0.66413	0.47286	0.79170
8	Recreation/Non Profit	18.88249	0.66393	0.21804	0.22138	0.15762	0.26390
9	Farm	14.52499	0.66393	0.21804	0.22138	0.15762	0.26390

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