



## AGENDA

**Special Meeting of the Village of Tahsis Council  
to be held on April 17, 2024 at 1 p.m. in the Council Chambers  
Municipal Hall, 977 South Maquinna Drive and by electronic means**

**Remote Access**                    **To attend this meeting remotely via Microsoft Teams/ phone**  
**Join the Village of Tahsis Microsoft Teams Meeting**  
[Click here to join the meeting](#)  
**Or call in (audio only)**  
**Toronto, Canada**  
**+1 437-703-5480**  
**Phone Conference ID: 693 613 527#**

Microsoft Teams may be hosted on servers in the U.S., so the name you use with Microsoft Teams and metadata about how you use the application may be stored on servers outside of Canada. If you have privacy concerns: a) don't create your own account with Microsoft Teams, b) provide only your first name or a nickname when you join a session, c) keep your camera off and microphone muted, as much as you can, and d) try to avoid sharing any identifying information.

**A. Call to Order**                    **Mayor Davis will call the meeting to order.**

**Land Acknowledgement**                    **Mayor Davis will acknowledge and respect that we are meeting upon Mowachaht/Muchalaht territory.**

**B. Introduction of Late Items**                    No late items.

**C. Approval of the Agenda**

- K. Bylaws**
- 1 2024-2028 Financial Plan Bylaw No. 663, 2024**  
**1st, 2nd and 3rd**
  - 2 2024 Tax Rate Bylaw No. 664, 2024**  
**1st, 2nd and 3rd**

**O. Adjournment**



**VILLAGE OF TAHISIS**

**BYLAW NO. 663, 2024**

**A BYLAW FOR THE VILLAGE OF TAHISIS RESPECTING THE FINANCIAL PLAN FOR THE FIVE-YEAR PERIOD 2024 –2028**

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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 2024-2028 inclusive.
  
2. This Bylaw may be cited for all purposes as the “2024-2028 Financial Plan Bylaw No. 663, 2024”.

READ a first time this 16<sup>th</sup> day of April, 2024

READ a second time this 16<sup>th</sup> day of April, 2024

READ a third time this 16<sup>th</sup> day of April, 2024

Adopted this 7<sup>th</sup> day of May, 2024

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 663, 2024 duly passed by the Council of the Village of Tahsis on this 7<sup>th</sup> day of May, 2024.

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CORPORATE OFFICER

Village of Tahsis					
Bylaw No 663, 2024					
2024-2028 Financial Plan					
					SCHEDULE "A"
	2024	2025	2026	2027	2028
<b>Operational Revenues</b>					
<b>Taxation</b>					
Property taxes	\$ 923,080	\$ 969,234	\$ 1,017,695	\$ 1,068,580	\$ 1,122,009
Grants in lieu of taxes	73,000	76,650	80,483	84,507	88,732
<b>Fees</b>					
User fees and charges	203,212	207,277	211,422	215,651	219,964
Water	220,500	224,910	229,408	233,996	238,676
Sewer	216,700	235,034	244,735	249,629	254,622
Environmental health	154,625	157,718	160,872	164,089	167,371
<b>Other sources</b>					
Grants/other governments	1,066,208	698,888	626,607	643,607	618,607
Reserves	-	-	-	-	-
Investment income	74,500	75,990	77,510	79,060	80,641
Other	7,500				
	<b>\$ 2,939,325</b>	<b>\$ 2,645,700</b>	<b>\$ 2,648,732</b>	<b>\$ 2,739,119</b>	<b>\$ 2,790,622</b>
<b>Operational Expenditures</b>					
General government	\$ 1,204,508	\$ 1,025,699	\$ 1,052,590	\$ 1,104,003	\$ 1,115,399
Protective services	210,635	214,848	219,145	223,528	227,998
Environmental health	120,747	123,162	125,625	128,137	130,700
Public works services	320,185	326,588	333,120	339,783	346,578
Recreation, cultural & dev. services	301,532	307,563	313,714	319,988	326,388
Water services	176,002	179,522	183,113	186,775	190,510
Sewer services	160,605	177,817	186,373	190,101	193,903
Amortization of tangible capital asset	425,200	433,704	442,378	451,226	460,250
	<b>\$ 2,919,414</b>	<b>\$ 2,788,903</b>	<b>\$ 2,856,058</b>	<b>\$ 2,943,540</b>	<b>\$ 2,991,727</b>
<b>Net operating surplus / (deficit)</b>	<b>\$ 19,911</b>	<b>\$ (143,203)</b>	<b>\$ (207,327)</b>	<b>\$ (204,421)</b>	<b>\$ (201,105)</b>
<b>Adjust for Non-Cash Item</b>					
Amortization of tangible capital asset	425,200	433,704	442,378	451,226	460,250
<b>Debt, Capital and Reserve/Surplus Transfers</b>					
Capital expenditures	\$ (4,458,427)	\$ (4,033,037)	\$ (2,540,009)	\$ (450,000)	\$ (335,000)
Transfers to other funds	(480,111)	(290,501)	(235,052)	(246,805)	(259,145)
Proceeds from debt	280,467	274,139	176,764	-	-
Capital grants	3,097,560	3,153,898	1,853,246	450,000	300,000
Reserves for Capital projects	259,500	35,000	160,000	-	35,000
Net transfer from Reserves	580,900	570,000	350,000	-	-
Net Proceeds from Land Sales	240,000	-	-	-	-
Transfers from surplus	35,000	-	-	-	-
<b>Financial Plan Surplus / (Deficit)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Village of Tahsis**  
**2024-2028 Financial Plan – Bylaw No. 663, 2024**  
**Financial Plan Statement**  
**Schedule “B”**

In accordance with Section 165 (3.1) of the *Community Charter*, the Village of Tahsis is required to include in its 5-year Financial Plan (2023-2027):

- A) 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
- B) The distribution of property value taxes among the property classes that may be subject to taxes; and
- C) The Use of permissive tax exemptions.

**A. Proportion of Total Revenues by Source**

Objective

The Village will continue to review the proportion of revenue that is received from each source and seeks to balance the sources by seeking out new user fees, available grants and maximizing investment returns.

Policies

The Village continues to review user-fees and charges to ensure that they adequately reflect the full cost of recovery within each utility. Where possible, the Village endeavours to supplement revenues from user fees and charges, rather than taxation, to lessen the burden on a limited tax base. Additionally, alternate revenue sources are continually examined to reduce the reliance on property taxes as the major source of funding.

**Table 1: Funding Sources, 2024**

<u>Revenue Source</u>	<u>Value</u>	<u>% of Revenue</u>
Property Taxation	\$996,080	33.9%
User Fees & Charges	795,037	27.0%
Grants	1,066,208	36.3%
Investment Income	74,500	2.5%
Other	7,500	0.3%
Total	<u>\$2,939,325</u>	<u>100.0%</u>

## B. Distribution of Property Taxes Across Property Classes

### Objective

To ensure an equitable distribution of tax burden across all property classes.

### Policies

Over the term of the plan, municipal property taxes are distributed across six property tax classes as per Table 2 below. The Village regularly reviews the class distribution and makes adjustments when necessary, with the goal to attracting and sustaining economic development.

**Table 2: Distribution of Village of Tahsis Property Taxes, 2024**

Class 1 - Residential	65,143,300	92.8%
Class 2 - Utilities	975,200	1.4%
Class 5 - Light Industrial	576,100	0.8%
Class 6 - Business/Other	3,021,100	4.3%
Class 7 - Managed Forest Land	307,600	0.4%
Class 8 - Recreation/Non Profit	209,900	0.3%
Total	\$70,233,200	100.0%

## C. Permissive Tax Exemptions

### Objective

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.

### Policies

Permissive exemptions are granted to not-for-profit organizations that form a valuable part of and provide services to the community. In 2018 the Village, through Bylaw No. 609, granted a tax exemption, through to 2028, to the property located at 744 Nootka Road, the Bishop of Victoria, for 50% of the land value with estimated tax to be \$1,463 in 2023.



## VILLAGE OF TAHISIS

### BYLAW NO. 664, 2024

#### **A BYLAW FOR THE LEVYING OF RATES FOR GENERAL MUNICIPAL, REGIONAL LIBRARY, REGIONAL DISTRICT, WASTE MANAGEMENT, REGIONAL HOSPITAL DISTRICT PURPOSES FOR THE YEAR 2024.**

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WHEREAS pursuant to section 197 of the Community Charter, Council must, by bylaw, impose property value taxes for the year by establishing the tax rates for the municipal revenue proposed to be raised from property value taxes and the amounts to be collected by means of rates established by the Village's taxing obligations in relation to another local government or other public body;

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

#### 1. Definitions

1.1. Collector means the municipal officer assigned responsibility as Collector of taxes for the municipality and includes all persons appointed or designated by the Collector to act on their behalf.

#### 2. Tax Rates for General Municipal Purposes

The rates and taxes named under this Bylaw are hereby imposed, levied, raised and collected for the year 2024 for the purposes stated and shall be payable in Canadian funds to the Collector at the Village of Tahsis, BC.

2.1 For all lawful General Municipal purposes of the Village of Tahsis on the assessed value of land and improvements taxable for General purposes, rates appearing in column 'A' of Schedule "A" attached hereto and forming a part of this Bylaw;

2.2 For Regional Library purposes of the Village of Tahsis on the assessed value of land and improvements taxable for General purposes, rates appearing in column 'B' of Schedule "A" attached hereto and forming a part of this Bylaw.

2.3 For Strathcona Regional District purposes of the Village of Tahsis on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in column 'C' of Schedule "A" attached hereto and forming a part of this Bylaw;

2.4 For Comox Valley Regional District Services: Solid Waste Management purposes of the Village of Tahsis on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in column 'D' of Schedule "A" attached hereto and forming a part of this Bylaw;

2.5 For Comox-Strathcona Regional Hospital District purposes of the Village of Tahsis on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in column 'E' of Schedule "A" attached hereto and forming a part of this Bylaw;

### 3. Penalties

3.1 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 2, 2024 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.

3.2 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*.

3.3 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 2, 2024.

3.4 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.

### 4 Citation:

This Bylaw may be cited for all purposes as the "Tax Rates Bylaw No. 664, 2024".

READ a first time this 16<sup>th</sup> day of April, 2024

READ a second time this 16<sup>th</sup> day of April, 2024

READ a third time this 16<sup>th</sup> day of April, 2024

Adopted this 7<sup>th</sup> day of May, 2024

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MAYOR

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CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 664, 2024 duly passed by the Council of the Village of Tahsis on this 7<sup>th</sup> day of May, 2024.

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CORPORATE OFFICER



Village of Tahsis										
Tax Rates Bylaw No. 664, 2024										
Schedule "A"										
The following rates shall apply on each thousand dollars of the assessed taxable value of land and its improvements:										
Property Class	A		B		C		D		E	
	General Municipal	Regional Library	Strathcona Regional District	Comox Valley Regional District - Solid Waste Mgmt	Comox Strathcona Regional Hospital District					
1	Residential	7.1225	0.1231	0.1695	0.1023	0.2576				
2	Utilities	42.7351	0.7383	0.5932	0.3579	0.9016				
3	Supportive Housing	7.1225	0.1231	0.1695	0.1023	0.2576				
4	Major Industrial	24.2166	0.4184	0.5762	0.3477	0.8758				
5	Light Industrial	327.6358	5.6606	0.5762	0.3477	0.8758				
6	Business/Other	33.1197	0.5722	0.4152	0.2505	0.6311				
7	Managed Forest Land	334.7583	5.7836	0.5084	0.3068	0.7728				
8	Recreation/Non Profit	46.2964	0.7999	0.1695	0.1023	0.2576				
9	Farm	7.1225	0.1231	0.1695	0.1023	0.2576				