

**DISTRICT OF 100 MILE HOUSE
Bylaw No. 1365, 2020**

A bylaw to adopt the 2020 to 2024 Financial Plan.

The Council of the District of 100 Mile House in open meeting assembled, hereby enacts as follows:

TITLE

1. This bylaw may be cited for all purposes as "**District of 100 Mile House 2020 Financial Plan Bylaw No. 1365, 2020**".

ENACTMENT

2. THAT, the Five Year Financial Plan hereto annexed and marked as Schedule "A" and Schedule "B" is hereby approved and authorized and shall be in full force and effect from January 1, 2020 until amended, repealed or replaced.

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2020.

ADOPTED this _____ day of _____, 2020.

Mayor

Corporate Officer

DISTRICT OF 100 MILE HOUSE
2020 Financial Plan Bylaw No. 1365, 2020
Schedule A

REVENUES	2020	2021	2022	2023	2024
Taxes & Grants In Lieu	\$ 3,135,200	\$ 3,143,780	\$ 3,152,785	\$ 3,162,240	\$ 3,172,170
Utility Rates	917,280	963,005	1,010,905	1,061,200	1,114,010
Sales of Services	169,945	172,145	173,785	175,200	176,675
Government Grants	1,302,375	1,068,720	1,070,235	1,079,500	1,080,065
Contributions & DCC	4,090	4,090	4,090	4,090	4,090
Other Revenue	286,955	286,955	286,955	286,955	286,955
Transfer from Reserves	91,000	33,500	33,500	33,500	33,500
Transfer from Other	1,203,415	1,183,440	1,156,725	1,168,170	1,095,655
	\$ 7,110,260	\$ 6,855,635	\$ 6,888,980	\$ 6,970,855	\$ 6,963,120

EXPENDITURES	2020	2021	2022	2023	2024
General Government	\$ 951,925	\$ 987,585	\$ 1,003,310	\$ 1,006,165	\$ 1,015,705
Protective Services	776,940	743,050	746,660	749,930	753,235
Transportation Services	1,311,155	1,319,925	1,337,030	1,349,375	\$ 1,362,080
Environmental & Public Health	119,805	120,700	122,990	124,940	126,935
Recreation & Culture	215,730	202,600	205,515	207,260	209,030
Utility Operations	859,270	880,465	898,610	914,190	930,460
Development & Planning	563,980	271,780	274,760	276,275	277,810
Interest & Bank Charges	21,020	21,020	6,930	6,930	6,930
Principal Debt Payment	12,640	12,640	5,280	5,280	5,280
Amortization	1,203,415	1,183,440	1,156,725	1,168,170	1,095,655
Transfer to Capital Reserve	249,560	262,670	301,430	345,600	392,070
Transfer to Equipment Reserve	156,000	156,000	156,000	156,000	156,000
Transfer to Other Reserves	668,820	693,760	673,740	660,740	631,930
	\$ 7,110,260	\$ 6,855,635	\$ 6,888,980	\$ 6,970,855	\$ 6,963,120

	\$0	\$0	\$0	\$0	\$0
--	------------	------------	------------	------------	------------

CAPITAL	2020	2021	2022	2023	2024
Capital Expenditure	9,810,000	5,043,000	2,560,000	1,700,000	859,000
Transfer from Operating Surplus	-	-	-	-	-
Transfer from Reserves	2,970,000	4,293,000	2,560,000	1,700,000	859,000
Grant Funding	6,840,000	750,000	-	-	-
	\$ -	\$ -	\$ -	\$ -	\$ -

DISTRICT OF 100 MILE HOUSE
2020 Financial Plan Bylaw No. 1365, 2019
Schedule “B”

STATEMENT OF OBJECTIVES & POLICIES

In accordance with the Sec 165 (3.1) of the *Community Charter*, the Council of the District of 100 Mile House must set out objectives and policies of the municipality in relation to the following:

- a) The proportion of total revenue that is proposed to come from each of the funding sources;
- b) The distribution of property taxes among the property classes; and
- c) The use of permissive tax exemptions.

FUNDING SOURCES

The table below shows the proportion of total revenue to be raised from each funding source in 2020. Property taxes, which provide a stable and consistent source of funding, are the primary revenue source for the District, while Government grants and transfers from other and reserves, (which will fluctuate year to year) are second highest for planned funding sources.

Revenue Source	% of Total Revenue	Dollar Value
Property & Parcel Taxes	45%	\$ 3,135,200
Government Grants	18%	1,302,375
Transfers from Other	17%	1,203,415
Utility User Fees	13%	917,280
Other Revenue	6%	460,990
Transfer from Own Reserves	1%	91,000
	100%	\$ 7,110,260

Objectives

- To adequately maintain core municipal services exclusive of alternative local government funding programs.
- That the cost of living increases reduce the net worth of municipal taxation dollars.
- To review user fees and charges on an ongoing basis.

**DISTRICT OF 100 MILE HOUSE
2020 Financial Plan Bylaw No. 1365, 2020
Schedule “B”**

Policies

- Utility user fees have been established and if needed, will be adjusted to ensure that these funds are self-liquidating.
 - Other revenues including franchise fees will be considered as general revenue in the financial plan and any restrictions placed on these revenues will be determined annually.
 - The District will ensure that all government transfers are used in accordance with the terms and conditions attached to the funding and that all reporting requirements are met. Unconditional government transfers will be considered as general revenue in the financial plan. The District will continue to apply for grant funding to support projects and initiatives.
 - The District will initiate partnerships and other measures that will diversify revenues in order to provide services and opportunities to the community that may have not otherwise been possible.
-

DISTRIBUTION OF PROPERTY TAXES

The projected distribution of property tax values included in the financial plan among the property classes for 2020 is as follows:

Assessment Class	% of Total Collection	Collection Dollar Value
Class 4 - Major Industry	30%	834,020
Class 6 - Business	29%	789,947
Class 1 - Residential	23%	644,411
Class 2 - Utilities	17%	463,559
Class 5 - Light Industry	1%	25,998
Class 8 - Recreation & Non-Profit	0%	1,793
Class 9 - Farm	0%	1,324
	100%	\$ 2,761,052

DISTRICT OF 100 MILE HOUSE
2020 Financial Plan Bylaw No. 1365, 2020
Schedule “B”

Objectives

- To have stable taxation rates and that Council give consideration to cost of living increase for all classes.
- To have user fees that cover the cost of the service and reduce the burden on the entire tax base.
- Continue to encourage economic development initiatives designed to attract more investment in the community to expand the tax base.

Policy

- It is the policy of Council to approve Municipal property tax rates annually by considering changes in the assessment base, inflationary factors and economic conditions and costs of providing ongoing and new District services.
-

PERMISSIVE TAX EXEMPTIONS

Objectives

- To exempt certain parcels of land in the District of 100 Mile House from taxation as provided by Section 220 and 224 of the Community Charter, Chapter 26.

Policy

- To continue to provide permissive exemptions to include religious institutions, not for profit societies and service organizations that the District feels are a benefit to the community. Historically these exemptions have been granted at 100% of taxes payable.
-

DISTRICT OF 100 MILE HOUSE
2020 Financial Plan Bylaw No. 1365, 2020
Schedule “B”

SURPLUS AND RESERVES

It is in the best interest of the District of 100 Mile House to maintain healthy and functional surplus accounts and reserve funds in order to ensure long term financial sustainability.

Objectives

- Capital funding provided through the annual process will be adequate to maintain the District’s capital assets and infrastructure and provide for the replenishment of capital assets.
- Establish and maintain reserves to provide stability to municipal operations and ensure the District can meet both current fiscal requirements and future obligations.
- Strive to increase the sum of the balances of the reserve funds and unappropriated surplus accounts.

Policies

- To establish a target of operational surplus in the General Fund in the amount of twenty percent (20%), of the total revenues to a maximum of \$500,000, in a given fiscal year. Any accumulated surplus which exceeds this amount shall be allocated to capital reserves.
- To establish a target of operational surplus in each of the Sewer and Water funds in the amount of twenty percent (20%) of the total revenues from sales of sewer and water services in a given fiscal year and any accumulated surplus which exceeds these amounts shall be allocated to the Utility Infrastructure Reserve Fund.
- To increase the following reserves annually from revenues in accordance with the annual approved budget:
 - Municipal Infrastructure Reserve Fund
 - Mobile Equipment Replacement Reserve Fund
 - Emergency Equipment Replacement Reserve Fund
 - Computer System Reserve Fund

DISTRICT OF 100 MILE HOUSE
2020 Financial Plan Bylaw No. 1365, 2020
Schedule “B”

DEBT MANAGEMENT

Proceeds from borrowing will be used within the guidelines of the bylaw established to borrow the funds. The maximum amount of accumulated borrowings will be in accordance with the regulations outlined in the Community Charter.

Objectives

- Maintain the long-term debt servicing liability at a manageable level.

Policies

- Limit the creation of long-term debt to the financing of large infrastructure and economic development projects.
- Minimize debt costs by seeking out and applying for provincial and federal government grants whenever possible.

The objectives and policies as stated above are broad in nature to assist Council in their decision-making process. Rate capping and ratio limitations on property tax were intentionally excluded so as not to restrict Council’s ability to make future decisions.