

**DISTRICT OF 100 MILE HOUSE  
Bylaw No. 1377, 2021**

A bylaw to adopt the 2021 to 2025 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 2021 Financial Plan Bylaw No. 1377, 2021**".

**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"B" is hereby approved and authorized and shall be in full force and effect from January 1, 2021 until amended, repealed or replaced.

READ A FIRST, SECOND AND THIRD TIME this   9   day of   March  , 2021.

ADOPTED this   13   day of   April  , 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**DISTRICT OF 100 MILE HOUSE**  
**2021 Financial Plan Bylaw No. 1377, 2021**  
**Schedule A**

<b>REVENUES</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Taxes & Grants In Lieu	\$ 2,928,190	\$ 2,837,355	\$ 2,846,980	\$ 2,857,085	\$ 2,867,695
Utility Rates	930,930	977,335	1,025,950	1,077,000	1,130,605
Sales of Services	169,945	172,145	173,785	175,450	177,175
Government Grants	1,724,955	1,106,485	1,114,790	1,116,130	1,117,500
Contributions & DCC	4,090	4,090	4,090	4,090	4,090
Other Revenue	275,700	288,200	288,200	288,200	288,200
Transfer from Reserves	63,500	33,500	33,500	33,500	33,500
Transfer from Other	1,211,450	1,184,745	1,176,195	1,123,675	1,087,725
	<b>\$ 7,308,760</b>	<b>\$ 6,603,855</b>	<b>\$ 6,663,490</b>	<b>\$ 6,675,130</b>	<b>\$ 6,706,490</b>

<b>EXPENDITURES</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
General Government	\$ 1,129,945	\$ 923,765	\$ 939,510	\$ 942,425	\$ 952,035
Protective Services	743,285	737,175	742,980	748,935	754,950
Transportation Services	1,333,770	1,352,475	1,372,695	1,393,295	\$ 1,414,545
Environmental & Public Health	121,775	124,090	126,435	128,845	131,295
Recreation & Culture	216,910	203,790	206,735	208,505	210,305
Utility Operations	885,070	886,305	904,600	920,300	936,660
Development & Planning	790,455	299,040	302,050	303,585	305,135
Interest & Bank Charges	6,930	6,930	6,930	6,930	3,000
Principal Debt Payment	5,280	5,280	5,280	5,280	-
Amortization	1,211,450	1,184,740	1,179,915	1,123,665	1,088,430
Transfer to Capital Reserve	229,195	283,535	319,755	368,940	425,290
Transfer to Equipment Reserve	156,000	156,000	156,000	156,000	156,000
Transfer to Other Reserves	478,695	440,730	400,605	368,425	328,845
	<b>\$ 7,308,760</b>	<b>\$ 6,603,855</b>	<b>\$ 6,663,490</b>	<b>\$ 6,675,130</b>	<b>\$ 6,706,490</b>

<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
------------	------------	------------	------------	------------

<b>CAPITAL</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Capital Expenditure	3,312,000	4,808,000	1,390,000	1,435,000	824,000
Transfer from Operating Surplus	-	-	-	-	-
Transfer from Reserves	2,062,000	4,808,000	1,390,000	1,435,000	824,000
Grant Funding	1,250,000	-	-	-	-
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**DISTRICT OF 100 MILE HOUSE  
2021 Financial Plan Bylaw No. 1377, 2021  
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 2021. 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	39%	\$ 2,928,190
Government Grants	24%	1,724,955
Transfers from Other	17%	1,211,450
Utility User Fees	13%	930,930
Other Revenue	6%	449,735
Transfer from Own Reserves	1%	63,500
	<b>100%</b>	<b>\$ 7,308,760</b>

**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**  
**2021 Financial Plan Bylaw No. 1377, 2021**  
**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 2021 is as follows:

Assessment Class	% of Total Collection	Collection Dollar Value
Class 1 - Residential	25%	647,710
Class 2 - Utilities	18%	473,116
Class 4 - Major Industry	25%	611,587
Class 5 - Light Industry	1%	21,884
Class 6 - Business	31%	800,084
Class 8 - Recreation & Non-Profit	0%	1,793
Class 9 - Farm	0%	1,341
	100%	\$ 2,557,515

**DISTRICT OF 100 MILE HOUSE**  
**2021 Financial Plan Bylaw No. 1377, 2021**  
**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**  
**2021 Financial Plan Bylaw No. 1377, 2021**  
**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**  
**2021 Financial Plan Bylaw No. 1377, 2021**  
**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.