



<b>A.</b>	<b><u>CALL TO ORDER</u></b>  Mayor to call public meeting to order at 6:00 PM
<b>Financial Plan Presentation</b>	<b>Pursuant to the Community Charter s. 166 Council must undertake a process of public consultation with respect to its five-(5) year financial plan.</b>  <b>District staff shall present an overview of the 2022 – 2026 District of 100 Mile House Financial Plan.</b>

**DISTRICT OF 100 MILE HOUSE  
Bylaw No. 1387, 2022**

A bylaw to adopt the 2022 to 2026 Financial Plan.

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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 2022 Financial Plan Bylaw No. 1387, 2022**".

**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"B" is hereby approved and authorized and shall be in full force and effect from January 1, 2022 until amended, repealed or replaced.

READ A FIRST, SECOND AND THIRD TIME this 8 day of March, 2022.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

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

**DISTRICT OF 100 MILE HOUSE**  
**2022 Financial Plan Bylaw No. 1387, 2022**  
**Schedule "A"**

<b>REVENUES</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Taxes & Grants In Lieu	\$ 2,978,605	\$ 2,880,435	\$ 2,890,925	\$ 2,899,735	\$ 2,911,645
Utility Rates	993,080	1,042,595	1,094,480	1,148,965	1,206,170
Sales of Services	174,585	176,514	178,517	180,581	182,718
Government Grants	1,628,280	1,106,830	1,119,009	1,124,548	1,130,201
Contributions & DCC	4,090	4,090	4,090	4,090	4,090
Other Revenue	281,070	291,070	291,070	291,070	291,070
Transfer from Reserves	111,900	43,500	43,500	43,500	43,500
Transfer from Other	1,470,767	1,463,730	1,411,205	1,375,335	1,330,520
	<b>\$ 7,642,377</b>	<b>\$7,008,764</b>	<b>\$7,032,796</b>	<b>\$7,067,824</b>	<b>\$ 7,099,914</b>
<b>EXPENDITURES</b>					
General Government	\$ 931,045	\$ 942,830	\$ 953,430	\$ 964,280	\$ 984,905
Protective Services	757,040	764,695	771,016	777,503	784,157
Transportation Services	1,380,000	1,400,290	1,420,005	1,440,365	\$ 1,461,365
Environmental & Public Health	127,670	130,090	132,565	135,090	136,025
Recreation & Culture	208,800	201,690	204,645	207,675	210,795
Utility Operations	883,555	900,694	919,855	939,735	960,395
Development & Planning	897,505	307,376	310,882	314,456	318,101
Interest & Bank Charges	6,930	6,930	6,930	3,000	3,000
Principal Debt Payment	5,275	5,280	5,280	-	-
Amortization	1,470,767	1,463,730	1,411,205	1,375,335	1,330,520
Transfer to Capital Reserve	309,300	351,661	394,875	447,500	495,955
Transfer to Equipment Reserve	156,000	156,000	156,000	156,000	156,000
Transfer to Other Reserves	508,490	377,498	346,108	306,885	258,696
	<b>\$ 7,642,377</b>	<b>\$7,008,764</b>	<b>\$7,032,796</b>	<b>\$7,067,824</b>	<b>\$ 7,099,914</b>
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL</b>					
Capital Expenditure	6,940,760	6,060,000	1,001,000	7,617,000	975,000
Transfer from Operating Surplus	-	-	-	-	-
Transfer from Reserves	5,480,000	5,610,000	1,001,000	3,397,000	975,000
Grant Funding	1,460,760	450,000	-	4,220,000	-
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**DISTRICT OF 100 MILE HOUSE**  
**2022 Financial Plan Bylaw No. 1387, 2022**  
**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 2022. 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 Distribution	% of Total Revenue	Dollar Value
Property & Parcel Taxes	39.0%	\$ 2,978,605
Government Grants	22.0%	1,628,280
Transfers from Other	19.0%	1,470,767
Utility User Fees	13.0%	993,080
Other Revenue	6.0%	459,745
Transfer from Own Reserves	1.0%	111,900
	<b>100%</b>	<b>\$ 7,642,377</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**  
**2022 Financial Plan Bylaw No. 1387, 2022**  
**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.
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**DISTRICT OF 100 MILE HOUSE**  
**2022 Financial Plan Bylaw No. 1387, 2022**  
**Schedule “B”**

**DISTRIBUTION OF PROPERTY TAXES**

The projected distribution of property tax values included in the financial plan among the property classes for 2022 is as follows:

Assessment Class	% of Total Collection	Collection Dollar Value
Class 1 - Residential	20%	528,949
Class 2 - Utilities	18%	473,116
Class 4 - Major Industry	32%	844,576
Class 5 - Light Industry	1%	19,144
Class 6 - Business	29%	777,784
Class 8 - Recreation & Non-Profit	0.07%	1,759
Class 9 - Farm	0.05%	1,340
	100%	\$ 2,646,668

**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.

**DISTRICT OF 100 MILE HOUSE**  
**2022 Financial Plan Bylaw No. 1387, 2022**  
**Schedule “B”**

**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.
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**DISTRICT OF 100 MILE HOUSE**  
**2022 Financial Plan Bylaw No. 1387, 2022**  
**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
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**DISTRICT OF 100 MILE HOUSE**  
**2022 Financial Plan Bylaw No. 1387, 2022**  
**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.

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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.



DISTRICT OF

**100 Mile House**

**2022 - 2026**

**Financial Plan**



# Mayor & Council

*100 Mile House is a vibrant community set within a healthy natural environment, where people can thrive personally and economically. Simply put - It is Miles Ahead!*



# Welcome

The Community Charter requires all Municipalities to adopt a five-year financial plan on an annual basis.

This presentation is a brief overview of the proposed Financial Plan Bylaw #1387 and provides an opportunity for public consultation and comment.

The District welcomes input from all residents and taxpayers.





# Agenda

## Topics Covered

Revenue Distribution

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Distribution of Property Taxes

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Permissive Tax Exemptions

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Surplus & Reserves - Capital Outlook

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Debt Management

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# REVENUE DISTRIBUTION



# Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property & Parcel Taxes	39%	\$ 2,978,605
Government Grants	22%	\$ 1,628,280
Transfers from Others	19%	\$ 1,470,767
Utility User Fees	13%	\$ 993,080
Other Revenue	6%	\$ 459,745
Transfer from Own Reserves	1%	\$ 111,900



# Distribution of Property Taxes



# Distribution of Property Tax

Assessment Class	% of Total Collection	Dollar Value
Class 1 - Residential	20%	\$ 528,949
Class 2 - Utilities	18%	\$ 473,116
Class 4 - Major Industry	32%	\$ 844,576
Class 5 - Light Industry	1%	\$ 19,144
Class 6 - Business	29%	\$ 777,784
Class 8 - Recreation & Non-Profit	0.07%	\$ 1,759
Class 9 - Farm	0.05%	\$ 1,340

**29.7%**

Average SFD Assessment  
increase in 2021

**1.5%**

Increase in overall property  
tax collection

**2021 - Total of  
492 Home  
Owner Grants  
Claimed**

60% Over 65

# Permissive Tax Exemptions

Providing exemptions to organizations that the District feels are a benefit to the entire community



# Community Goals

*Celebrate the strong sense of community and attractive lifestyle of 100 Mile House and maintain these qualities as the community grows.*



# Expenditures

General Government	12%	\$931,045
Protective Services	10%	757,040
Transporation Services	18%	1,380,000
Environmental & Public Health	2%	127,670
Recreation & Culture	3%	208,800
Utility Operations	12%	883,555
Development & Planning	12%	897,505
Amortization	19%	1,470,767
Fiscal Services	13%	985,995
	100%	\$7,642,377

# Surplus & Reserves

● Maintaining healthy and functional surplus accounts and reserve funds to support long term financial sustainability

● **Future & Current projects funded by reserves:**

- Cariboo Trail & Dogwood sidewalks
- Watermain & watersystem upgrades
- Sewer infrastructure upgrades
- Horse Lake Road bridge

# Capital Projects - 2022

Community Services	Fire Department	General	Sewer	Water
Fleet - Bylaw	Fleet - Fire Engine	Cariboo Tr Sidewalk	Wastewater Facility	Watermain Upgrades
Fleet - Water Service	Small Equipment	Dogwood Ave Sidewalk		
Building - Hoist/Door	Communication Tower	Outdoor Washrooms		
Fleet - Sanding Units	Generator			

# Capital Projects - 2023 - 2026

- Horse Lake Road Bridge Replacement
- Water quality study/improvement
- Sidewalk network expansion
- Pavement improvements
- Parks & Recreation infrastructure



Remaining  
Blackstock Sewer  
specified debt to  
be complete in  
2024

# Debt Management

The District strives to minimize debt costs by seeking out and applying for provincial and federal government grants whenever possible.

# Reach Out!



Phone: 250-395-2434

Email: [info@100milehouse.com](mailto:info@100milehouse.com)

[WWW.100MILEHOUSE.COM](http://WWW.100MILEHOUSE.COM)





DISTRICT OF  
**100 Mile House**

**THANK YOU!**

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