

DISTRICT OF UCLUELET

Bylaw No. 1339, 2024

A Bylaw to Adopt the Five-Year Financial Plan
for the Period 2024 to 2028 Inclusive

WHEREAS Section 165 of the Community Charter requires a Municipality to annually prepare and adopt a financial plan, by bylaw, in each year; and

WHEREAS expenditures not provided for in the financial plan or the financial plan as amended, are not lawful except in the event of an emergency;

NOW THEREFORE the Council of the District of Ucluelet, in open meeting assembled, enacts as follows:

Citation

1. This bylaw may be cited for all purposes as the "**District of Ucluelet 2024 - 2028 Financial Plan Bylaw No. 1339, 2024**".

Objectives and Policies

2. Schedule "A" attached to and forming part of this bylaw, sets out the objective and polices for the period January 1, 2024 to December 31, 2028.

Consultation

3. Pursuant to Section 166 of the Community Charter, public consultation occurred throughout the budget process beginning in December 2023. As well, online feedback took place until March 29, 2024.

Repeal

4. The District of Ucluelet 2023 - 2027 Financial Plan Bylaw No. 1329, 2023 is repealed.

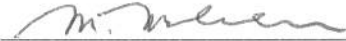
READ A FIRST TIME this 30th day of **April, 2024**.

READ A SECOND TIME this 30th day of **April, 2024**.

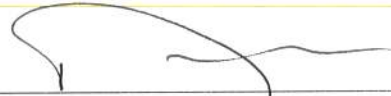
READ A THIRD TIME this 30th day of **April, 2024**.

ADOPTED this 14th day of **May, 2024**.

CERTIFIED CORRECT; "District of Ucluelet 2024 – 2028 Financial Plan Bylaw No. 1339, 2024.



Marilyn McEwen
Mayor



Duane Lawrence
Corporate Officer

THE CORPORATE SEAL of the
District of Ucluelet was hereto
affixed in the presence of:



Duane Lawrence
Corporate Officer

Schedule "A"
"District of Ucluelet 2024 - 2028 Financial Plan Bylaw No. 1339, 2024"

Statement of Objectives and Policies:

In accordance with Section 165(3.1) of the Community Charter, municipalities are required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

- 1) For each of the funding sources described in Section 165(7) of the Community Charter, the proportion of total revenue that is proposed to come from that funding source;
- 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.

The current financial plan provides for \$17,087,609 to be generated for the 2024 year.

Revenue Objectives

- a) The District will review fees and charges regularly to maximize recovery of the cost of service delivery;
- b) The District will actively pursue alternative revenue sources to help minimize property taxes;
- c) The District will consider market rates and charges levied by other public and private organizations for similar services in establishing rates, fees and charges;
- d) The District will establish cost recovery policies for fee-supported services, and these policies will consider whether the benefits received from the service are public and/or private;
- e) The District will establish cost recovery policies for the services provided for other levels of government;
- f) General Revenues will not be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP); and
- g) The District will develop and pursue new and creative partnerships with government, community institutions (schools, churches), and community groups as well as private and non-profit organizations to reduce costs and enhance service to the community.

REVENUE	2024	Percent of total
Property Taxes	5,479,952	32.1%
1% Utility Taxes	46,851	0.3%
Federal/Provincial in Place of Taxes	50,000	0.3%
Total Taxes	5,576,803	32.6%
Recreation	577,649	3.4%
Sales & Services	944,475	5.5%
Transfer from Reserves	1,372,558	8.0%
Grants from other levels of government	7,954,559	46.6%
Own sources of Revenue	661,565	3.9%
Total Revenue	17,087,609	100.0%

Surplus Funds Objective

The Community Charter does not allow municipalities to plan for an operating deficit (i.e. where expenditures exceed revenues). To ensure this situation does not occur, revenue projections are conservative and authorized expenditures will be closely monitored. The combination of conservative revenue projections and controlled expenditures should produce a modest annual operating surplus.

Debt Objective

- a) One-time capital improvements and unusual equipment purchases;
- b) When the useful life of the capital project will exceed the term of financing;
- c) Major equipment purchases;
- d) The maximum borrowing amount to be limited to what is allowed under the Community Charter; and
- e) Reserves are to be considered as a funding source before debt.

Reserve Funds Objective

- a) Provide sources of funds for future capital expenditures;
- b) Provide a source of funding for areas of expenditure that fluctuate significantly from year to year (equipment replacement, special building maintenance, etc.);
- c) Protect the District from uncontrollable or unexpected increases in expenditures or unforeseen reductions in revenues, or a combination of the two;
- d) Provide for working capital to ensure sufficient cash flow to meet the District's needs throughout the year; and
- e) Staff will facilitate Council's review of the amount of reserve funds available on an annual basis.

Proportion of Taxes Allocated to Classes Objective

Council's goal is to ensure that there is a fair and equitable apportionment of taxes to each property class. The apportionment to each class is calculated using the multipliers determined by Council prior to preparing the annual tax rate bylaw. The tax multipliers will be reviewed and set by Council annually.

Permissive Tax Exemptions Objective

The District of Ucluelet Council reviews and passes a permissive exemption bylaw to exempt certain properties from property tax in accordance with guidelines set out under Sections 220 and 224 of the Community Charter. Although there is no legal obligation, Council may choose to grant exemptions as a method of recognizing organizations within our community which enhance the quality of life for community residents.

The permissive exemptions are evaluated with consideration to minimizing the tax burden to be shifted to the general taxpayer.

Development Cost Charges Objective

Development cost charges will be used to help fund capital projects deemed to be required in whole or in part due to development in the community. These charges will be set by a bylaw and reviewed regularly as outlined in the bylaw to ensure that the project estimates remain reasonable and the development costs charged are aligned with the strategic goals of Council.

REVENUE	2024	2025	2026	2027	2028
Property Taxes	\$5,479,952	\$6,519,100	\$7,699,141	\$8,820,405	\$9,839,759
1% Utility Taxes	46,851	46,851	46,851	46,851	46,851
Federal/Provincial in Place of Taxes	50,000	50,000	50,001	50,002	50,003
Total Taxes	\$5,576,803	\$5,615,951	\$5,795,993	\$5,917,258	\$5,936,613
Recreation	577,649	595,967	605,472	615,166	625,055
Sales & Services	594,475	214,261	393,545	2,722,915	227,373
Debt funding	350,000	2,560,950	1,404,950	300,000	3,080,000
Transfer from Reserves	1,372,558	2,180,000	2,062,143	9,432,143	5,732,143
Grants from other levels of government	7,954,559	5,196,071	4,191,040	1,327,000	802,000
Own sources of Revenue	661,565	603,244	614,228	625,432	636,859
Total Revenue	\$17,087,609	\$17,966,444	\$17,067,371	\$23,939,914	\$21,040,043

Expenses	2024	2025	2026	2027	2028
Operational Expenses					
Administration Expenses	\$1,883,557	\$1,902,581	\$1,891,284	\$1,946,590	\$1,977,379
Building Inspection Expense	138,856	141,633	144,466	147,355	150,302
Bylaw Expense	137,338	140,085	142,886	145,744	148,659
Fiscal Services (Debt)	235,258	219,671	193,688	196,110	119,869
Parks Expenses	801,388	817,416	833,764	850,439	867,448
Planning Expenses	572,812	583,468	594,337	605,424	616,732
Protective Services Expenses	508,921	526,152	536,465	546,985	557,714
Public works Expenses	988,777	996,832	1,016,769	1,037,104	1,057,846
Recreation Expenses	1,197,113	1,208,616	1,232,578	1,257,019	1,281,950
Total Operations Expenses	\$6,464,020	\$6,536,454	\$6,586,237	\$6,732,770	\$6,777,899
Capital Expenses					
Affordable Housing	167,000	650,000			
Buildings	155,085		175,000	6,700,000	
General Gov't	252,947	250,000			
Emergency Services	397,464	900,000	600,000		
Fleet	350,000	30,000			80,000
Parks & Recreation	2,242,296	245,000	184,000	60,000	3,530,000
Roads	3,448,327			690,000	
Sanitary	453,550	2,210,000	1,972,144	3,257,144	5,652,144
Water	1,914,919	4,544,990	4,549,990	2,500,000	
Transfer to Capital Program	1,000,000	2,000,000	3,000,000	4,000,000	5,000,000
Harbour	242,001	600,000			
Total Capital Expenses	\$10,623,589	\$11,429,990	\$10,481,134	\$17,207,144	\$14,262,144
Total Expenses	\$17,087,609	\$17,966,444	\$17,067,371	\$23,939,914	\$21,040,043