

## **DISTRICT OF UCLUELET**

### **Bylaw No. 1329, 2023**

A Bylaw to Adopt the Five-Year Financial Plan  
for the Period 2023 to 2027 Inclusive

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**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;

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

**1. Citation**

This bylaw may be cited for all purposes as the “**District of Ucluelet 2023 – 2027 Financial Plan Bylaw No. 1329, 2023**”.

**2. Objectives and Policies**

Schedule “A” attached to and forming part of this bylaw, sets out the objective and policies for the period January 1, 2023 to December 31, 2027.

**3. Consultation**

Pursuant Section 166 of the *Community Charter*, public consultation occurred throughout the budget process beginning in December 2022. As well, online feedback took place until March 27, 2023.

**4. Repeal**

The District of Ucluelet 2022 – 2026 Financial Plan Bylaw No. 1307, 2022 is repealed.

**READ A FIRST TIME** this 25<sup>th</sup> day of **April, 2023**.

**READ A SECOND TIME** this 25<sup>th</sup> day of **April, 2023**.

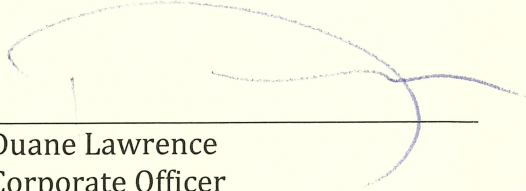
**READ A THIRD TIME** this 25<sup>th</sup> day of **April, 2023**.

**ADOPTED** this 9<sup>th</sup> day of **May, 2023**.

**CERTIFIED CORRECT:** "District of Ucluelet 2023 – 2027 Financial Plan Bylaw No. 1329, 2023"

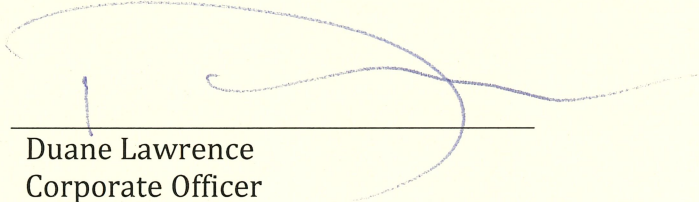


\_\_\_\_\_  
Marilyn McEwen  
Mayor



\_\_\_\_\_  
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 2023 – 2027 Financial Plan Bylaw No. 1329, 2023”**

**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 \$19,880,502 to be generated for the 2023 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.

	2023	Percent of Total
<b>REVENUE</b>		
Property Taxes	\$4,002,102	20.1%
1% Utility Taxes	49,975	0.3%
Federal/Provincial in place of taxes	50,000	0.3%
<b>Taxes</b>	<b>4,102,077</b>	<b>21%</b>
Sale of services	1,262,570	6%
Penalties and Interest earned	109,800	1%
Grants and donations	8,114,415	41%
Deferred revenues recognized (DCC, Other)	1,382,989	7%
Water sale of services	812,965	4%
Sewer sale of services	618,585	3%
Transfers	3,477,101	17%
<b>Total Revenue</b>	<b>19,880,502</b>	<b>100%</b>

### 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.

**DISTRICT OF UCLUELET  
FINANCIAL PLAN 2023-2027  
BYLAW NO. 1329  
SCHEDULE "A"**

	2023	2024	2025	2026	2027
<b>REVENUE</b>					
Property Taxes	\$4,002,102	\$4,322,270	\$4,624,829	\$4,948,567	\$5,294,967
1% Utility Taxes	49,975	50,016	50,016	50,016	50,016
Federal/Provincial in place of taxes	50,000	50,000	50,000	50,000	50,000
<b>Taxes</b>	<b>4,102,077</b>	<b>4,422,286</b>	<b>4,724,845</b>	<b>5,048,583</b>	<b>5,394,983</b>
Sale of services	1,262,570	1,276,610	1,259,925	1,321,386	1,343,338
Penalties and Interest earned	109,800	109,800	109,800	104,800	104,800
Grants and donations	8,114,415	3,128,829	7,793,413	12,335,412	2,588,413
Deferred revenues recognized (DCC, Other)	1,382,989	445,810	-	-	-
Water sale of services	812,965	842,843	876,727	909,355	943,451
Sewer sale of services	618,585	629,853	642,762	656,248	670,236
Transfers	3,477,101	922,315	519,126	1,420,748	441,260
<b>Total Revenue</b>	<b>19,880,502</b>	<b>11,778,346</b>	<b>15,926,598</b>	<b>21,796,532</b>	<b>11,486,481</b>
<b>EXPENSE</b>					
Interest payments	43,026	42,135	72,459	185,128	185,128
Amortization expenses	1,168,995	1,168,995	1,168,995	1,168,995	1,168,995
General Government	1,978,688	2,044,947	2,091,208	2,143,824	2,217,197
Protective services	430,304	476,515	489,950	500,464	510,619
Planning & Development	737,092	810,682	863,697	976,639	1,008,396
Transportation services	1,092,139	1,027,473	1,073,632	1,093,825	1,114,694
Environmental health (Garbage/recycling)	15,000	15,000	15,000	15,000	15,000
Cemetery	16,480	16,663	16,995	17,336	17,683
Recreation and Tourism	1,255,472	1,157,664	1,096,805	1,102,315	1,130,257
Parks	741,007	766,691	788,205	809,481	831,688
Water operations	907,223	869,356	980,950	924,489	935,129
Sewer operations	586,585	612,229	638,611	650,279	661,717
<b>Total Expense</b>	<b>8,972,011</b>	<b>9,008,350</b>	<b>9,296,507</b>	<b>9,587,775</b>	<b>9,796,503</b>
<b>ADD</b>					
Amortization	1,168,995	1,168,995	1,168,995	1,168,995	1,168,995
<b>Total Additions</b>	<b>1,168,995</b>	<b>1,168,995</b>	<b>1,168,995</b>	<b>1,168,995</b>	<b>1,168,995</b>
<b>DEDUCT</b>					
Principal payments debt	503,824	77,734	409,463	440,558	440,558
Transfers to Reserves	1,182,542	590,902	1,007,623	941,195	1,413,415
Acquisitions of tangible capital assets	10,391,120	3,270,355	6,382,000	11,995,999	1,005,000
<b>Total Deductions</b>	<b>12,077,486</b>	<b>3,938,991</b>	<b>7,799,086</b>	<b>13,377,752</b>	<b>2,858,973</b>
<b>Financial Plan Balance: Surplus (Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>