

**VILLAGE OF FRUITVALE
SPECIAL COUNCIL MEETING AGENDA
Council Chambers
MONDAY, MAY 6, 2019**

A. CALL TO ORDER - 6 PM

B. PURPOSE OF THE MEETING

The purpose of the Special Meeting of Council for May 6, 2019 is to consider adoption of three financial bylaws: Five-Year Financial Plan; Tax Rates Bylaw, and the Waste Water Parcel Tax.

C. ADOPTION OF AGENDA

D. BUSINESS AT HAND

- a) 5 Year Financial Plan Bylaw 907, 2019

THAT Council provides final adoption of the Village of Fruitvale 5 Year Financial Plan
Bylaw No. 907, 2019.

- b) Tax Rates Bylaw 908,2019

THAT Council provide final adoption of the Village of Fruitvale Tax Rates
Bylaw No.
908, 2019.

- c) Waste Water Parcel Tax Bylaw 906, 2019

THAT Council provide final adoption to the Village of Fruitvale Waste Water
Parcel Tax
Bylaw No. 906, 2019.

E. ADJOURNMENT



THE CORPORATION OF
THE VILLAGE OF FRUITVALE

In the "HEART OF THE BEAVER VALLEY"

Date: May 6, 2019
To: Mike Maturo, CAO
From: Kelli Tuttle, MFCS
SUBJECT: **Village of Fruitvale 5 Year Financial Plan 2019 - 2023 Bylaw No. 907, 2019**

Introduction and Analysis:

The Community Charter requires a municipality to adopt a 5 year financial plan each year. Bylaw No. 907, 2019 meets the requirement for the years 2019 to 2023. The financial plan must lay out the costs of services provided by the Village along with funding sources to meet the costs. The plan must also include the objectives and policies of the municipality regarding the proportion of revenue from each funding source, the distribution of property taxes among the property tax classes and the permissive tax exemptions.

The Community Charter requires adoption of this bylaw no later than May 15, 2019.

Recommendations:

THAT Council provides final adoption of the Village of Fruitvale 5 Year Financial Plan Bylaw No. 907, 2019.

Alternatives:

Budget Impacts:

As attached in the draft bylaw.

Bylaw/Policy – Village of Fruitvale 5 Year Financial Plan Bylaw No. 907, 2019.



**THE CORPORATION OF THE VILLAGE OF FRUITVALE
BYLAW 907, 2019**

A Bylaw Establishing a Financial Plan Program
to be Undertaken During the Years 2019 to 2023

WHEREAS under the requirements of the Community Charter Act, Part 6, Division 1, Section 165, a municipality must adopt by bylaw a Five Year Financial Plan;

NOW THEREFORE the Council of the Corporation of the Village of Fruitvale, in open meeting assembled, enacts as follows:

1. THAT Schedule "A", being part of the Five Year Financial Plan for the Years 2019 to 2023 inclusive, attached hereto and forming part of this Bylaw, is hereby adopted and will come into force and effect as of January 1, 2019;
2. THAT Schedule "B", being part of the Five Year Financial Plan for the Years 2019 to 2023 inclusive, attached hereto and forming part of this Bylaw, is hereby adopted and will come into force and effect as of January 1, 2019;
3. THAT Bylaw No. 883 entitled "Village of Fruitvale Five Year Financial Plan Bylaw No. 890, 2018", is hereby repealed; and
4. THAT this Bylaw may be cited for all purposes as "Village of Fruitvale Five Year Financial Plan 2019-2023 Bylaw 907, 2019".

READ a first time this 15th day of April, 2019.

READ a second time this 15th day of April, 2019.

READ a third time this 29th day of April, 2019.

RECONSIDERED, FINALLY PASSED AND ADOPTED this 6th day of May, 2019.

Mayor

Chief Administrative Officer

CERTIFIED a true copy of Bylaw 907, 2019, entitled "Village of Fruitvale Five Year Financial Plan 2019-2023 Bylaw 907, 2019".

DATED this day of May, 2019.

Chief Administrative Officer

**SCHEDULE "A" to
FIVE YEAR FINANCIAL PLAN BYLAW 907, 2019**

	2019	2020	2021	2022	2023
	Budget	Budget	Budget	Budget	Budget
Revenues					
Property Taxes	852,312	1,091,402	1,118,087	1,146,347	1,173,800
Grants in Lieu of Taxes	31,104	31,881	32,678	33,495	34,333
Franchise Fees	16,937	17,361	17,795	18,240	18,696
Collections for Other Agencies	1,841,120	1,887,148	1,934,327	1,982,685	2,032,252
Grants from Prov & Local Gov't	583,759	322,323	323,240	323,773	323,983
Sales of Goods and Services	40,243	41,150	42,083	43,040	44,024
User Fees	521,652	516,693	535,281	554,561	574,559
Internal Transfers	265,584	272,224	279,029	286,005	293,155
Cost Recoveries, Permits, Donations	44,446	47,528	48,357	49,206	50,076
Reserve Transfers	7,150	-	-	-	-
Waste Water Parcel Tax	188,750	226,500	264,250	302,000	339,750
Waste Water User Fees	321,417	348,164	379,499	413,654	450,883
Waste Water Grants from Prov & Local Gov't	606,230	-	-	-	-
Waste Water Capital Borrowing	124,168	-	-	-	-
Waste Water Reserve Transfers	15,000	-	-	-	-
Water Grants from Prov & Local Gov't	544,909	421,450	437,889	454,973	472,728
Total Revenues	6,004,782	5,223,825	5,412,515	5,607,978	5,808,238
Expenditures					
General	1,872,229	1,918,723	1,966,690	2,015,858	2,066,254
Council	81,581	(38,953)	85,660	87,777	89,946
Finance and Corporate Services	607,558	785,511	679,160	696,189	713,627
Facilities	26,370	27,359	28,043	28,745	29,463
Recreation & Culture	144,315	137,062	140,951	144,752	148,545
Protective Services	67,752	69,446	71,182	72,961	74,786
Public Works	607,921	659,217	675,698	692,580	709,903
Storm Drains	34,375	115,705	120,391	125,100	129,832
Solid Waste	78,898	82,180	84,234	86,340	88,106
Cemetery	38,160	39,052	40,223	41,430	42,673
Community Services	121,396	121,076	122,466	123,890	125,350
Planning & Development	10,000	10,025	10,051	11,077	11,104
Parks & Recreation	59,175	62,571	64,537	66,135	67,772
Interest on Long-Term Debt	68,424	66,800	65,127	63,405	61,630
Long-Term Debt Repayment	54,124	55,748	57,421	59,143	60,918
Transfer to Reserves	111,867	114,188	117,042	119,968	122,967
Capital	220,000	-	-	-	-
Waste Water	410,329	443,169	454,248	465,604	477,244
Waste Water Transfer to Reserves	100,000	133,495	191,500	252,050	315,390
Waste Water Capital	745,398				
Water	431,909	421,450	437,889	454,973	472,728
Water Capital	113,000				
Total Expenditures	6,004,782	5,223,825	5,412,515	5,607,978	5,808,237
Net Revenue/(Expenditure)	0	0	0	0	0

SCHEDULE "B" FIVE YEAR FINANCIAL PLAN BYLAW 907, 2019

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

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

1. Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised for general municipal purposes from each funding source in 2019. Property taxes form the greatest proportion of revenue while government grants provide a large portion of funding to ensure capital projects and many operational services are provided.

Representing 45% of overall revenue, property taxation offers a number of advantages, for example, it is simple to administer and it is relatively easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user pay basis. These include services such as general administration, planning services, fire protection, police services, bylaw enforcement, building inspection, roads and streets maintenance and street lighting.

User fees and charges form another significant portion of discretionary revenue. Many services can be measured and charged on a user pay basis. Services where fees and charges may be easily administered include sewer usage, building permits, business licenses, and sale of specific services and therefore, are charged on a user pay basis. User fees attempt to allocate the value of a service to those who use the service.

Table 1: Sources of Revenue

Revenue Sources	% of Total Revenue	Dollar Value
Property Taxes	45.65%	2,741,474
Parcel Taxes	3.14%	188,750
User Fees and charges	14.04%	843,069
Transfer from Reserves	0.37%	22,150
Other sources	1.41%	84,689
Accumulated surplus and Own Sources	4.42%	265,584
Proceeds from Long-Term Borrowing	2.07%	124,168
Government grants	28.89%	1,734,898
Total	100.00%	6,004,782

Objective

Over the next five years, the Village will review the proportion of revenue that is received from user fees and charges and gradually adjust the fees and charges to fully cover the operational costs of the services provided by these fees and charges. The

Village will also be analyzing the use of parcel taxes to provide reserve funds to be used for future capital replacement.

Policies

The Village will review user fee and parcel tax levels annually to ensure they adequately meet both the capital and delivery costs of the service.

Where possible, the Village will endeavor to supplement revenues from user fees and charges rather than taxation in order to lessen the burden on the residential property tax base.

2. Distribution of Property Tax Rates

Table 2 outlines the distribution of municipal property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Village services.

Table 2: Distribution of Municipal Property Taxes

PROPERTY CLASS	% of Taxation	Dollar Value
CLASS 1 Residential	89.66%	764,159
CLASS 2 Utilities	0.92%	7,837
CLASS 3 Supportive Housing		
CLASS 4 Major Industry		
CLASS 5 Light Industry	0.11%	936
CLASS 6 Business & Other	9.31%	79,380
CLASS 7 Managed Forest Land		
CLASS 8 Recreation/Non-profit		
CLASS 9 Farm		
TOTAL	100.00%	852,312

Objective

Maintain the property tax levy near a 15% increase in 2019 over the prior year while dedicating funds to future reserves to enable better management of assets.

Policies

Create financial sustainability of the Village by increasing awareness of Asset Management and funding services appropriately to include a capital cost charge and ensuring proper maintenance, operation and replacement of assets.

Regularly review and compare the Village's distributions of tax burden relative to other municipalities in British Columbia.

3. Permissive Tax Exemptions

The Village has an existing permissive tax exemption policy which guides the administration and approval of permissive tax exemptions. Eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:

- The tax exemption must demonstrate benefit to the community and residents of the Village by enhancing the quality of life, economically, socially or culturally within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the Village.
- The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial or private gain.
- Permissive tax exemptions will be considered in conjunction with:
 - other assistance being provided by the Village;
 - the potential demands for Village services or infrastructure arising from the property; and
 - the amount of revenue that the Village will forego if the exemption is granted.

Table 3: Use of Permissive Tax Exemptions

SCHEDULE OF PERMISSIVE TAX EXEMPTIONS								
Bylaw	Name	Roll #	Class	2019 Assessed Value	2019 Municipal Rate	2019 Village Portion	2019 Water Parcel Tax	2019 Total Tax
#830, 2011	BV Manor	32.050	Land - 1	200,000	3.5275	\$ 955.50	450.00	1,405.50
			Buildings - 1	985,000	3.5275	\$ 3,474.59		3,474.59
#830, 2011	Scout Properties	267.000	Land - 8	168,000	8.11330	\$ 1,613.03	450.00	2,063.03
			Buildings - 6	29,200	3.52750	\$ 103.00		103.00
#830, 2011	Scout Properties	268.000	Land - 8	188,000	8.11330	\$ 1,775.30	450.00	2,225.30
			Buildings - 6	153,000	3.52750	\$ 539.71		539.71
#830, 2011	BV Curling Club	288.000	Land - 8	60,000	8.11330	\$ 486.80	450.00	936.80
			Land - 6	60,000	8.11330	\$ 736.80		736.80
			Buildings - 6	1,118,000	8.11330	\$ 9,070.67		9,070.67
#831, 2011	Catholic Church	55.012	Land - 8	60,600	3.52750	\$ 463.77	450.00	913.77
			Buildings - 8	313,600	3.52750	\$ 1,106.22		1,106.22
#834, 2011	Fellowship Church	337.000	Land - 8	72,500	3.52750	\$ 505.74	450.00	955.74
			Buildings - 8	211,000	3.52750	\$ 744.30		744.30
#833, 2011	United/Anglican Church	244.099	Land - 8	91,100	3.52750	\$ 571.36	450.00	1,021.36
			Buildings - 8	513,000	3.52750	\$ 1,809.61		1,809.61
#832, 2011	United/Anglican Church Hall	244.100	Land - 8	10,900	3.52750	\$ 288.45	450.00	738.45
			Buildings - 8			\$ -		0.00
#830, 2011	SC Search & Rescue	371.110	Land - 8	56,400	8.11330	\$ 707.59	450.00	1,157.59
			Buildings - 6	222,000	8.11330	\$ 1,801.15		1,801.15
Grand Total						\$ 26,753.59	\$ 4,050.00	\$30,803.59

Objective

The Village will continue to provide permissive tax exemptions to non-profit societies who provide a benefit to the community.

Policies

Review the tax exemption policy annually to assess activities that will be targeted in compliance with the Official Community Plan guidelines.



THE CORPORATION OF
THE VILLAGE OF FRUITVALE
In the "HEART OF THE BEAVER VALLEY"

Date: May 6, 2019
To: Mike Maturo, CAO
From: Kelli Tuttle, MFCS
SUBJECT: **Village of Fruitvale Tax Rates Bylaw No. 908, 2019**

Introduction and Analysis:

To meet the funding requirements of the 5 year financial plan to be adopted by Council for the years 2019 to 2023, taxation rates must be established by bylaw for the year 2019. The Community Charter requires adoption of this bylaw once the 5 Year Financial Plan Bylaw has been adopted and no later than May 15, 2019.

The general municipal tax rate, column A of Schedule A, is set to collect funds to cover the operational and maintenance requirements of Village services. The general debt tax rate, column B of Schedule A, is an amount to cover the costs to service the Village's long-term debt (interest on long-term debenture).

Annually the Village is requisitioned to pay funding to other levels of government in order to provide the services of those other levels. The Village collects the requisition amount as taxation and in turn submits the requisition amount to the requisitioning department or service. As part of the Village's Tax Rate Bylaw No. 908, 2019, rates have been set to collect through taxation \$760,077 payable to the Regional District of Kootenay Boundary and \$64,981 payable to the Regional Hospital District. The tax rates are included as column C and D of schedule A.

Recommendations:

THAT Council provide final adoption of the Village of Fruitvale Tax Rates Bylaw No. 908, 2019.

Alternatives: N/A

Budget Impacts:

General taxation to meet the funding requirements of the 5 Year Financial Plan 2019 to 2023. The entire budget impacts can be viewed in the 5 Year Financial Plan.

Bylaw/Policy – Village of Fruitvale Tax Rates Bylaw No. 908, 2019.

Village of Fruitvale Tax Rate Bylaw No. 891, 2018.



THE CORPORATION OF THE VILLAGE OF FRUITVALE
BYLAW 908, 2019

A Bylaw for the Levying of Rates for General Municipal, Regional District and Regional Hospital District Purposes for the Year 2019

WHEREAS under the requirements of *the Community Charter Act*, Part 7, Division 3, Section 197, a municipality must adopt an annual tax rates bylaw;

NOW THEREFORE the Council of the Corporation of the Village of Fruitvale, in open meeting assembled, enacts as follows:

1. THAT the following rates are hereby imposed and levied for the year 2019:
 - a. For all lawful general purposes of the Village of Fruitvale on the value of land and improvements taxable for general municipal purposes, rates appearing in Column 'A' of Schedule "A" attached hereto and forming a part of this Bylaw;
 - b. For all lawful debt purposes of the Village of Fruitvale on the value of land and improvements taxable for general municipal purposes, rates appearing in Column 'B' of Schedule "A" attached hereto and forming a part of this Bylaw;
 - c. For purposes of the Regional District of Kootenay Boundary on the value of land and improvements taxable for Regional District purposes, rates appearing in Column 'C' of Schedule "A" attached hereto and forming a part of this Bylaw;
 - d. For purposes of the Regional Hospital District on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column 'D' of Schedule "A" attached hereto and forming a part of this Bylaw.
2. THAT the minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
3. THAT Bylaw 891 cited as "Village of Fruitvale Tax Rates 2018 Bylaw 891, 2018" is hereby repealed.
4. THAT this Bylaw shall be cited as "Village of Fruitvale 2019 Tax Rates Bylaw 908, 2019".

READ a first time this 15th day of April, 2019.

READ a second time this 15th day of April, 2019.

READ a third time this 29th day of April, 2019.

RECONSIDERED, FINALLY PASSED AND ADOPTED this 6th day of May, 2019.

Mayor

Chief Administrative Officer

CERTIFIED a true copy of Bylaw 908, 2019 cited as "Village of Fruitvale Tax Rates Bylaw 908, 2019".

DATED this day of May, 2019.

Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF FRUITVALE

Schedule "A" to Bylaw 908, 2019

PROPERTY CLASS	TAX RATES (dollars of tax per \$1,000 of taxable value)			
	A GENERAL MUNICIPAL	B GENERAL DEBT	C REGIONAL DISTRICT	D REGIONAL HOSPITAL DISTRICT
CLASS 1 Residential	3.2067	0.3208	3.2447	0.2603
CLASS 2 Utilities	23.2487	1.4438	22.7129	1.8221
CLASS 3 Supportive Housing				
CLASS 4 Major Industry				
CLASS 5 Light Industry	7.4075	0.7058	7.4628	0.59869
CLASS 6 Business & Other	7.4075	0.7058	7.4628	0.59869
CLASS 7 Managed Forest Land				
CLASS 8 Recreation/Non-profit				
CLASS 9 Farm				



THE CORPORATION OF
THE VILLAGE OF FRUITVALE
In the "HEART OF THE BEAVER VALLEY"

Date: May 6, 2019
To: Mike Maturo, CAO
From: Kelli Tuttle, MFCS
SUBJECT: Village of Fruitvale Waste Water Parcel Tax Bylaw No. 906, 2019

Introduction and Analysis:

To meet the funding requirements of the 5 year financial plan to be adopted by Council for the years 2019 to 2023. A waste water parcel tax is to be imposed on all properties within the municipality to meet the costs of works and services. The parcel tax is set at \$250.00 for the 2019 year and is set to increase annually by \$50.00.

The Community Charter requires adoption of this bylaw once the 5 Year Financial Plan Bylaw has been adopted and no later than May 15, 2019.

Recommendations:

THAT Council provide final adoption to the Village of Fruitvale Waste Water Parcel Tax Bylaw No. 906, 2019.

Alternatives:

Budget Impacts:

Increase to waste water revenues of approximately \$37,750 each year from 2019 to 2023.

Bylaw/Policy – Village of Fruitvale Waste Water Parcel Tax Bylaw No. 906, 2019.



THE CORPORATION OF THE VILLAGE OF FRUITVALE

BYLAW NO. 906, 2019

A Bylaw to impose a parcel tax under the provisions of Division 4, Section 200 of the *Community Charter*

WHEREAS Council may, by bylaw authorized under the Community Charter, SBC 2003, Chapter 26, Part 7, Division 4, Section 200 impose a parcel tax to provide all or part of the funding for a service;

http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/03026_07#divison_d2e17108

AND WHEREAS Council deems it desirable to levy a parcel tax fee to meet the costs of works and services to maintain and improve the existing waste water collection and treatment system;

NOW THEREFORE the Council of the Corporation of the Village of Fruitvale, in open meeting assembled, enacts as follows:

1. For the purposes of this bylaw, "Parcel" means any lot, block or other area in which real property is held, or into which real property is subdivided;
2. THAT a waste water parcel tax shall be levied against the owner or occupier of land or real property that have the opportunity to be provided with waste water service, whether or not they are in fact being provided with the service;
3. THAT the annual parcel tax levy shall be levied as follows for the years 2019 to 2023 inclusive:

2019	\$250.00 per parcel
2020	\$300.00 per parcel
2021	\$350.00 per parcel
2022	\$400.00 per parcel
2023	\$450.00 per parcel

4. THAT the waste water parcel tax may be waived or reduced if the owner or a previous owner of the parcel has:
 - a. provided all or part of the service to the property at the owners' expense; or
 - b. already paid all debt and debt charges, including interest, in respect of that portion of the waste water system of the Village of Fruitvale that serves the owners' property.
5. THAT the Collector of the Corporation of the Village of Fruitvale shall, when making out the roll of taxes payable to the Village, make out a separate roll of the waste water parcel taxes setting out:

Waste Water Parcel Tax Bylaw No. 906, 2019
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- a. the parcels on which the tax is to be imposed;
 - b. the name and address of the owner of each parcel; and
 - c. the name and address of a holder of a registered charge if included on the assessment roll under the *Assessment Act* Section 4
4. THAT the waste water parcel tax shall be shown on the real property tax roll and payment of the parcel tax shall be made in the same manner on or before the same dates as the real property tax and subject to the same rights and remedies as the said real property tax.
 6. THAT "The Corporation of the Village of Fruitvale Parcel Tax Bylaw Amendment No. 892, 2018" is hereby rescinded.
 7. THAT "The Corporation of the Village of Fruitvale Parcel Tax Bylaw No. 266" is hereby rescinded.
 8. THAT this bylaw is in force and effect as of the first day of January, 2019.
 9. THAT this bylaw shall be known and cited for all purposes as the "Village of Fruitvale Waste Water Parcel Tax Bylaw 906, 2019".

READ a first time this 15th day of April, 2019.

READ a second time this 15th day of April, 2019.

READ a third time this 29th day of April, 2019

RECONSIDERED, finally passed and adopted this 6th day of May, 2019.

Mayor

Chief Administrative Officer

CERTIFIED a true copy of Bylaw No. entitled "Village of Fruitvale Waste Water Parcel Tax Bylaw No. 906, 2019".

DATED this day of May, 2019.

Chief Administrative Officer