

THE CORPORATION OF THE VILLAGE OF MONTROSE

BYLAW # 595

A BYLAW TO ADOPT A FINANCIAL PLAN FOR THE PERIOD OF 2003 to 2007

WHEREAS section 327 of the *Local Government Act* RS Chap. 323 requires that Council adopt a financial plan for a period of five years, and

WHEREAS section 327.1 of the *Local Government Act* RS Chap. 323 requires that Council undertake a process of public consultation prior to the adoption of the financial plan,

NOW THEREFORE, the Council of the Village of Montrose, in open meeting assembled, hereby ENACTS AS FOLLOWS:

SHORT TITLE

1. (1) This Bylaw may be cited as the "**MONTROSE FINANCIAL PLAN 2003-2007**"

SERVICE PRIORITY POLICIES

2. (1) "Essential Service" means a service to which the following criteria apply:
 - (a) Revenues raised to meet the demands of the service;
 - (b) Reserves maintained to provide for emergency funds;
 - (c) Reserves maintained for the replacement of plant and equipment;
 - (d) Maximum 12-month response for replacement and upgrading work;
 - (e) Built-in redundancy;
 - (f) Borrowing to be authorized if current revenues are inadequate.(2) Essential Services shall include:
 - (a) The domestic water system;
 - (b) The sanitary sewer system;
 - (c) The storm drain system.
3. (1) "Secondary Service" means a service to which the following criteria apply:
 - a. Funding capped at a rate per capita for the Village population;
 - b. Reserves established to retain current year surpluses;
 - c. Service quality priority over service quantity;
 - d. Borrowing only as approved through the budget process.(2) Secondary Services shall include:
 - (a) Parks, playgrounds, and playing fields;
 - (b) Municipal buildings;
 - (c) Road system;
 - (d) Solid waste removal.
4. (1) "Tertiary Service" means a service to which the following criteria apply:
 - (a) Funding capped at a rate per capita for the Village population;
 - (b) Key task scheduling;
 - (c) Surpluses to higher priorities;
 - (d) Borrowing by referendum only;
 - (e) Interruptible projects.(2) Tertiary Services shall include:
 - (a) General Governance;
 - (b) Social Services.
5. (1) "Exceptional Service" means a service of a special nature identified by Council, to be provided by the municipality for a fixed term.

REVENUE POLICIES

6. (1) Direct user fees shall be the source of funding for:
 - (a) Part of the operations and maintenance cost of the water system;
 - (b) Part of the operations and maintenance cost of the sewer system;

- (c) 65% of the operations and maintenance cost of the garbage service.
- (2) Flat user fees shall be the source of funding for:
 - (a) Part of the operations and maintenance cost of the water system;
 - (b) Part of the operations and maintenance cost of the sewer system.
- 7. (1) Parcel taxes shall be the source of funding for:
 - (a) Not less than 25% of the operations and maintenance cost of the water system;
 - (b) Not less than 15% of the operations and maintenance cost of the sewer system;
 - (c) 100% of the capital cost of the storm drain system.
 - (d) 100% of the cost of exceptional services.
- 8. (1) Ad valorem taxes shall be the default source of funding for all services for which no designated source of funding is identified in this Bylaw.
- (2) Surpluses from the Water Operating Fund and the Sewer Operating Fund shall be transferred as revenues to the General Operating Fund.

GENERAL MATTERS

- 9. (1) For the purpose of this Bylaw, the funding sources and levels indicated shall be considered target levels to be achieved over the term of this financial plan.
- (2) All excess revenues or excess expenditures accrued in the Water Operating Fund or the Sewer Operating Fund over the course of a fiscal year shall be transferred to the General Operating Fund.
- 10. (1) The planned revenues for the years 2003 to 2007 relating to the General Operating Fund shall be those recorded on Schedule "A" attached to, and forming part of this Bylaw.
- (2) The planned expenditures for the years 2003 to 2007 relating to the General Operating Fund shall be those recorded on Schedule "B" attached to, and forming part of this Bylaw.
- (3) The planned revenues and expenditures for the years 2003 to 2007 relating to the Water Operating Fund shall be those recorded on Schedule "C" attached to, and forming part of this Bylaw.
- (4) The planned revenues and expenditures for the years 2003 to 2007 relating to the Sewer Operating Fund shall be those recorded on Schedule "D" attached to, and forming part of this Bylaw.

ENACTMENT

- 11. (1) If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
- (2) This Bylaw shall come into full force and effect on final adoption.

READ A FIRST TIME	this 3 rd day of December, 2002
PUBLIC CONSULTATION WORKSHOP HELD	this day of, 2003
READ A SECOND TIME	this day of, 2003
READ A THIRD TIME	this day of, 2003
RECONSIDERED AND FINALLY ADOPTED	this day of, 2003

 Mayor Village Clerk

Certified a true copy of Bylaw # 595, as adopted

 Village Clerk

THE CORPORATION OF THE VILLAGE OF MONTROSE

BYLAW # 595

SCHEDULE "A" – GENERAL FUND REVENUES

	2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET	2007 BUDGET
TAXES					
Ad Valorem Taxes	89,900	108,000	126,000	144,000	162,000
MCCERC Parcel Taxes	12,000	0	0	0	0
Drainage Parcel Taxes	13,000	13,000	13,000	13,000	13,000
Blue Box Parcel Taxes	11,200	11,200	11,200	11,200	11,200
Utility Taxes	9,500	9,500	9,500	9,500	9,500
Grant in Lieu of Taxes	2,500	2,500	2,500	2,500	2,500
TOTAL TAXES	138,100	144,200	162,200	180,200	198,200
SALE OF SERVICES					
Garbage Service	18,000	18,000	18,000	18,000	18,000
Other Services	8,700	8,700	8,700	8,700	8,700
TOTAL SALE OF SERVICES	26,700	26,700	26,700	26,700	26,700
OTHER REVENUES FROM OWN SOURCES					
Licenses & Permits	4,200	4,200	4,200	4,200	4,200
Rentals	47,400	47,400	47,400	47,400	47,400
Miscellaneous	20,700	20,700	20,700	20,700	20,700
TOTAL REVENUES FROM OWN SOURCES	72,300	72,300	72,300	72,300	72,300
UNCONDITIONAL TRANSFERS	170,100	170,100	170,100	170,100	170,100
CONDITIONAL TRANSFERS	52,300	52,300	77,300	77,300	77,300
INTERNAL TRANSFER					
Water Fund Administration	11,200	11,200	11,200	11,200	11,200
Sewer Fund Administration	39,000	39,000	39,000	39,000	39,000
Future Capital Expenditures Reserve	0	0	0	0	0
Recreation Capital Reserve	0	0	25,000	0	0
Short-Term Capital Borrowing (Bylaw #577)	0	0	0	0	0
Transfer from Water Fund	59,300	69,500	39,600	38,700	37,800
Transfer from Sewer Fund	3,000	1,600	28,100	26,700	25,200
TOTAL INTERNAL TRANSFERS	112,500	121,300	142,900	115,600	113,200
COLLECTIONS FOR OTHERS	497,000	497,000	497,000	497,000	497,000
<u>TOTAL GENERAL FUND REVENUES</u>	<u>1,069,000</u>	<u>1,083,900</u>	<u>1,148,500</u>	<u>1,139,200</u>	<u>1,154,800</u>

THE CORPORATION OF THE VILLAGE OF MONTROSE

BYLAW # 595

SCHEDULE "B" – GENERAL FUND EXPENDITURES

	2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET	2007 BUDGET
GENERAL GOVERNMENT SERVICES					
Legislative	17,700	17,700	17,700	17,700	17,700
General Administration	151,300	154,300	157,400	160,600	163,800
Other General Government Services	28,000	28,600	29,100	29,700	30,300
TOTAL GENERAL GOVT SERVICES	197,000	200,600	204,200	208,000	211,800
PROTECTIVE SERVICES					
Bylaw Enforcement	13,600	13,900	14,100	14,400	14,700
Provincial Police Services	0	17,500	35,000	52,500	70,000
TOTAL PROTECTIVE SERVICES	13,600	31,400	49,100	66,900	84,700
TRANSPORTATION SERVICES					
Equipment Operation & Maintenance	16,700	17,000	17,400	17,700	18,100
Workshop	9,400	9,600	9,800	10,000	10,200
Total Road Maintenance	40,500	41,300	42,100	43,000	43,800
Traffic Services	10,000	10,200	10,400	10,600	10,800
TOTAL TRANSPORTATION SERVICES	76,600	78,100	79,700	81,300	82,900
ENVIRONMENTAL HEALTH SERVICES	40,400	41,200	42,000	42,900	43,700
ENVIRONMENTAL DEVELOPMENT	8,000	8,000	8,000	8,000	8,000
RECREATION & CULTURAL SERVICES					
Recreation Commission	12,100	12,300	12,600	12,800	13,100
Community Hall	13,600	13,900	14,100	14,400	14,700
Parks	17,900	18,300	18,600	19,000	19,400
MCCERCS	16,200	4,300	4,400	4,500	4,500
TOTAL RECREATION & CULTURE	59,800	48,800	49,700	50,700	51,700
FISCAL SERVICES					
Debt Servicing	38,000	25,000	22,000	19,900	19,900
Transfer to Water Fund	0	0	0	0	0
Transfer to Sewer Fund	0	0	0	0	0
Transfer to Future Capital Reserves	6,900	19,700	41,700	9,400	0
Transfer of Taxes Collected for Others	497,100	497,100	497,100	497,100	497,100
TOTAL FISCAL SERVICES	542,000	541,800	560,800	526,400	517,000
CAPITAL PROJECTS					
Administration	14,200	10,000	10,000	10,000	10,000
Public Works	113,400	120,000	120,000	120,000	120,000
Recreation	4,000	4,000	25,000	25,000	25,000
TOTAL CAPITAL PROJECTS	131,600	134,000	155,000	155,000	155,000
<u>TOTAL GENERAL EXPENDITURES</u>	<u>1,069,000</u>	<u>1,083,900</u>	<u>1,148,500</u>	<u>1,139,200</u>	<u>1,154,800</u>
General Fund Surplus (Deficit)	0	0	0	0	0
Consolidated Funds Surplus (Deficit)	0	0	0	0	0

BYLAW # 595**SCHEDULE "C" – WATER FUND REVENUES & EXPENDITURES**

	2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET	2007 BUDGET
TAXES	48,000	48,000	48,000	48,000	48,000
SALE OF SERVICES	83,800	83,800	83,800	83,800	83,800
OTHER REVENUES	3,900	45,000	854,000	0	0
TRANSFER FROM OTHER FUNDS	0	0	0	0	0
<u>TOTAL WATER FUND REVENUES</u>	<u>135,700</u>	<u>176,800</u>	<u>985,800</u>	<u>131,800</u>	<u>131,800</u>
GENERAL GOVERNMENT SERVICES	12,500	12,500	12,500	12,500	12,500
ENVIRONMENTAL HEALTH SERVICES					
Water Supply & Distribution System					
Pumping	30,400	31,000	31,600	32,200	32,900
Other System Maintenance	12,600	12,900	13,100	13,400	13,600
Total Water Supply & Distribution System	43,000	43,900	44,700	45,600	46,500
TOTAL ENVIRONMENTAL HEALTH	43,000	43,900	44,700	45,600	46,500
FISCAL SERVICES					
Debt Servicing					
Long-Term Interest	3,800	3,800	25,000	25,000	25,000
Principal Installments	2,100	2,100	10,000	10,000	10,000
Total Debt Servicing	5,900	5,900	35,000	35,000	35,000
Transfer to Future Reserves	0	0	0	0	0
Transfer to General Revenue Fund	59,300	69,500	39,600	38,700	37,800
TOTAL FISCAL SERVICES	65,200	75,400	74,600	73,700	72,800
TOTAL CAPITAL PROJECTS	15,000	45,000	854,000	0	0
<u>TOTAL WATER FUND EXPENDITURES</u>	<u>135,700</u>	<u>176,800</u>	<u>985,800</u>	<u>131,800</u>	<u>131,800</u>
SURPLUS (DEFICIT)	0	0	0	0	0

BYLAW # 595**SCHEDULE "D" – SEWER FUND REVENUES & EXPENDITURES**

	2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET	2007 BUDGET
TAXES	41,500	41,500	41,500	41,500	41,500
SALE OF SERVICES	119,100	119,100	119,100	119,100	119,100
TRANSFER FROM GENERAL FUND	0	0	0	0	0
<u>TOTAL SEWER FUND REVENUES</u>	<u>160,600</u>	<u>160,600</u>	<u>160,600</u>	<u>160,600</u>	<u>160,600</u>
GENERAL GOVERNMENT SERVICES	39,600	39,600	39,600	39,600	39,600
ENVIRONMENTAL HEALTH SERVICES					
Sewage Collection & Disposal					
Collection System Maintenance	7,900	8,100	8,200	8,400	8,600
Lift Station Maintenance	13,200	13,500	13,700	14,000	14,300
Sewage Treatment Plant	46,000	46,900	47,900	48,800	49,800
Total Sewage Collection & Disposal	67,100	68,500	69,800	71,200	72,700
TOTAL ENVIRONMENTAL HEALTH	67,100	68,500	69,800	71,200	72,700
FISCAL SERVICES					
Debt Servicing					
Long-Term Interest	16,100	16,100	10,300	10,300	10,300
Principal Installments	34,800	34,800	12,800	12,800	12,800
Total Debt Servicing	50,900	50,900	23,100	23,100	23,100
Transfer to Future Reserves	0	0	0	0	0
Transfer to General Revenue Fund	3,000	1,600	28,100	26,700	25,200
TOTAL FISCAL SERVICES	53,900	52,500	51,200	49,800	48,300
TOTAL CAPITAL PROJECTS	0	0	0	0	0
<u>TOTAL SEWER FUND EXPENDITURES</u>	<u>160,600</u>	<u>160,600</u>	<u>160,600</u>	<u>160,600</u>	<u>160,600</u>
SURPLUS (DEFICIT)	0	0	0	0	0