

THE CORPORATION OF THE VILLAGE OF MONTROSE

BYLAW #687

A BYLAW TO ADOPT A FINANCIAL PLAN FOR THE PERIOD OF 2011 to 2015

WHEREAS section 165 of the *Community Charter* SBC Chap. 26 requires that Council adopt a financial plan for a period of five years, and

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 2011-2015**"

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) Built-in redundancy;
 - (c) 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 raised to maintain the value of assets;
 - (b) Service quality priority over service quantity;
 - (c) 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;
 - (e) General government.
4. (1) "Tertiary Service" means a service of a special nature identified by Council to which the following criteria apply:
 - (a) Funding capped for the duration of the service;
 - (b) Borrowing by referendum only;
 - (c) Interruptible projects.
- (2) Tertiary Services shall include:
 - (a) Social and Cultural Services.

REVENUE POLICIES

5. (1) Usage fees shall be the primary source of funding for the garbage collection and disposal service.
- (2) User fees may generally be the source of funding for:
 - (a) The operations and maintenance cost of the water system;
 - (b) The operations and maintenance cost of the sewer system.
7. (1) Parcel taxes may generally be the source of funding for:
 - (a) 100% of the capital, capital maintenance, planning, and borrowing costs of the water and sewer systems.
 - (b) 100% of the planning, borrowing and capital costs of the storm drain system.

(c) 100% of the costs of transportation 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.

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

(3) All excess revenues accrued in the General Operating Fund, Water Operating Fund, Sewer Operating Fund and the Drainage and Transportation accounts shall be transferred to an appropriate Reserve Fund.

10. (1) The planned revenues for the years 2011 to 2015 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 2011 to 2015 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 2011 to 2015 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 2011 to 2015 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 the passing thereof.

(3) Bylaw #683 is hereby repealed.

READ A FIRST TIME	this 21 st day of March, 2011
READ A SECOND TIME	this 21 st day of March, 2011
PUBLIC CONSULTATION WORKSHOP HELD	this 4 th day of April, 2011
READ A THIRD TIME AS AMENDED	this 4 st day of April, 2011
RECONSIDERED AND FINALLY ADOPTED AS AMENDED	this 2 nd day of May, 2011

Mayor

Corporate Officer

Certified a true copy of Bylaw #687, as adopted

Corporate Officer

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SCHEDULE "A" – GENERAL FUND REVENUES

	2010 BUDGET	2010 PRE AUDIT	2011 BUDGET	2012 BUDGET	2013 BUDGET	2014 BUDGET	2015 BUDGET
TAXES							
Ad Valorem Taxes	85,657	85,658	88,164	89,486	90,829	92,191	93,574
Drainage Parcel Taxes	23,000	23,000	23,690	24,045	24,406	24,772	25,144
Road Parcel Taxes	115,000	115,000	119,600	121,394	123,215	125,063	126,939
Community Development Parcel Taxes	2,300	2,300	2,369	2,405	2,441	2,477	2,514
Utility Taxes	11,359	11,359	11,881	12,000	12,000	12,000	12,000
Grant in Lieu of Taxes	2,500	2,881	2,500	2,600	2,600	2,600	2,600
TOTAL TAXES	239,816	240,198	248,204	251,930	255,490	259,104	262,771
SALE OF SERVICES							
Garbage Service	16,350	19,563	18,040	18,000	18,250	18,250	18,500
Recreation Services	4,000	8,142	5,500	5,500	5,500	5,500	5,500
Other Services	450	232	450	500	500	600	600
TOTAL SALE OF SERVICES	20,800	27,937	23,990	24,000	24,250	24,350	24,600
OTHER REVENUES FROM OWN SOURCES							
Licenses & Permits	4,100	5,838	3,800	4,000	4,000	4,250	4,250
Rentals	56,081	61,831	52,698	55,000	55,000	55,000	56,000
Miscellaneous	36,173	53,925	31,623	30,000	30,000	32,000	32,000
TOTAL REVENUES FROM OWN SOURCES	96,354	121,594	88,121	89,000	89,000	91,250	92,250
UNCONDITIONAL TRANSFERS	112,258	112,258	510,000	304,000	304,000	304,000	304,000
CONDITIONAL TRANSFERS	187,244	189,769	160,932	160,000	160,000	160,000	160,000
INTERNAL TRANSFER							
Water Fund Administration	52,215	52,215	14,495	15,000	15,000	15,000	15,000
Sewer Fund Administration	117,264	117,264	33,506	35,000	35,000	35,000	35,000
Other Transfers	426,882	141,363	0	70,000	70,000	75,000	75,000
TOTAL INTERNAL TRANSFERS	596,361	310,842	48,001	120,000	120,000	125,000	125,000
COLLECTIONS FOR OTHERS	712,877	712,876	738,411	715,000	715,000	715,000	715,000
<u>TOTAL GENERAL FUND REVENUES</u>	<u>1,965,710</u>	<u>1,715,474</u>	<u>1,817,659</u>	<u>1,663,930</u>	<u>1,667,740</u>	<u>1,678,704</u>	<u>1,683,621</u>

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SCHEDULE "B" – GENERAL FUND EXPENDITURES

	2010 BUDGET	2010 PRE AUDIT	2011 BUDGET	2012 BUDGET	2013 BUDGET	2014 BUDGET	2015 BUDGET
GENERAL GOVERNMENT SERVICES							
Legislative	20,750	19,813	20,900	21,318	21,638	21,962	22,292
General Administration	331,024	300,333	309,850	316,047	320,788	325,600	330,484
Other General Government Services	67,150	51,634	68,025	62,500	62,500	62,500	62,500
TOTAL GENERAL GOVT SERVICES	418,924	371,780	398,775	401,500	407,000	412,500	420,000
GENERAL PUBLIC WORKS							
General Public Works	4,995	10,154	6,640	6,773	6,874	6,978	7,082
Workshop	17,313	16,331	15,951	16,270	16,514	16,762	17,013
General Public Works Equipment	27,669	12,456	25,450	25,959	26,348	26,744	27,145
TOTAL GENERAL PUBLIC WORKS	49,977	38,941	48,041	49,002	49,737	50,483	51,240
PROTECTIVE SERVICES							
Bylaw Enforcement	9,750	7,988	9,750	9,945	10,094	10,246	10,399
Other Protective Services	16,275	12,311	16,607	16,939	17,193	17,451	17,713
TOTAL PROTECTIVE SERVICES	26,025	20,299	26,357	26,884	27,287	27,697	28,112
TRANSPORTATION SERVICES							
Equipment Operation & Maintenance	11,763	5,377	11,170	9,000	9,090	9,181	9,273
Road Maintenance	62,485	81,876	93,685	94,622	95,568	96,524	97,489
Traffic Services	14,932	14,575	14,308	15,200	15,200	15,200	15,200
TOTAL TRANSPORTATION SERVICES	89,180	101,828	119,163	118,822	119,858	120,905	121,962
ENVIRONMENTAL HEALTH SERVICES	23,755	27,654	27,854	28,411	28,979	29,559	30,150
COMMUNITY & PLANNING SERVICES	7,500	5,139	12,619	12,000	12,000	12,000	12,000
RECREATION & CULTURAL SERVICES							
Recreation Commission	11,940	9,312	11,371	12,000	12,000	12,000	12,000
Community Hall	21,949	22,724	25,603	25,987	26,377	26,773	27,174
Parks	37,756	32,948	53,763	42,500	43,138	43,785	44,441
TOTAL RECREATION & CULTURE	71,645	64,984	90,737	80,487	81,514	82,557	83,615
FISCAL SERVICES							
Debt Servicing	0	0	0	30,000	30,000	30,000	30,000
Transfer to Other Funds	262,423	162,290	216,889	75,000	90,000	90,000	90,000
Transfer of Taxes Collected for Others	732,890	737,032	758,719	750,000	750,000	755,000	755,000
TOTAL FISCAL SERVICES	995,313	899,322	975,608	855,000	870,000	875,000	875,000
CAPITAL PROJECTS							
Administration	35,390	22,540	0	10,000	10,000	10,000	10,000
Public Works	195,000	123,731	87,690	50,000	50,000	50,000	50,000
Recreation	53,000	27,425	30,815	20,000	20,000	20,000	20,000
TOTAL CAPITAL PROJECTS	283,390	173,696	118,505	91,824	71,364	68,003	61,542
TOTAL GENERAL EXPENDITURES	1,965,709	1,703,643	1,817,659	1,663,930	1,667,740	1,678,703	1,683,621
General Fund Surplus (Deficit)	1	11,831	0	0	0	0	0
Consolidated Funds Surplus (Deficit)	0	12,887	1	0	0	0	0

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SCHEDULE "C" – WATER FUND REVENUES & EXPENDITURES

	2010 BUDGET	2010 PRE AUDIT	2011 BUDGET	2012 BUDGET	2013 BUDGET	2014 BUDGET	2015 BUDGET
<u>WATER FUND REVENUES</u>							
TAXES	105,800	105,800	109,020	110,640	112,300	113,990	115,700
SALE OF SERVICES	104,513	107,205	104,853	106,396	107,975	109,595	111,214
OTHER REVENUES	150,396	82,390	123,771	75,000	75,000	75,000	75,000
<u>TOTAL WATER FUND REVENUES</u>	<u>360,709</u>	<u>295,395</u>	<u>337,644</u>	<u>292,036</u>	<u>295,275</u>	<u>298,585</u>	<u>301,914</u>
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	2010 BUDGET	2010 PRE AUDIT	2011 BUDGET	2012 BUDGET	2013 BUDGET	2014 BUDGET	2015 BUDGET
<u>WATER FUND EXPENDITURES</u>							
GENERAL GOVERNMENT SERVICES	66,965	66,708	30,745	32,000	33,000	34,000	35,000
ENVIRONMENTAL HEALTH SERVICES							
Water Supply & Distribution System							
Pumping	40,427	30,636	34,845	37,057	38,175	39,305	40,506
Water Supply and Distribution	29,738	34,121	47,475	40,000	40,600	41,180	41,808
TOTAL ENVIRONMENTAL HEALTH	70,165	64,757	82,320	77,057	78,775	80,485	82,314
ENVIRONMENTAL & PLANNING	0	9526	45,000	20,000	20,000	20000	15000
FISCAL SERVICES							
Debt Servicing							
Long-Term Interest	6,308	15,728	6,307	6,308	10,000	10,000	10,000
Principal Installments	26,771	26,771	26,771	26,771	40,000	40,000	40,000
TOTAL FISCAL SERVICES	33,079	33,078	33,078	33,079	50,000	50,000	50,000
TOTAL CAPITAL PROJECTS	190,500	120,657	146,500	129,900	113,500	114,100	119,600
<u>TOTAL WATER FUND EXPENDITURES</u>	<u>360,709</u>	<u>294,726</u>	<u>337,643</u>	<u>292,036</u>	<u>295,275</u>	<u>298,585</u>	<u>301,914</u>
SURPLUS (DEFICIT)	0	669	1	0	0	0	0

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SCHEDULE "D" – SEWER FUND REVENUES & EXPENDITURES

	2010 BUDGET	2010 PRE AUDIT	2011 BUDGET	2012 BUDGET	2013 BUDGET	2014 BUDGET	2015 BUDGET
<u>SEWER FUND REVENUES</u>							
TAXES	57,000	57,000	58,710	59,603	60,497	61,400	62,321
SALE OF SERVICES	130,617	132,834	130,718	132,691	134,681	136,702	138,742
INTERNAL TRANSFERS	91,427	42,500	24,518	0	15,000	15,000	15,000
<u>TOTAL SEWER FUND REVENUES</u>	<u>279,044</u>	<u>232,334</u>	<u>213,946</u>	<u>192,294</u>	<u>210,178</u>	<u>213,102</u>	<u>216,063</u>
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	2010 BUDGET	2010 PRE AUDIT	2011 BUDGET	2012 BUDGET	2013 BUDGET	2014 BUDGET	2015 BUDGET
<u>SEWER FUND EXPENDITURES</u>							
GENERAL GOVERNMENT SERVICES	122,864	117,801	39,106	40,753	40,000	40,000	40,000
ENVIRONMENTAL HEALTH SERVICES							
Collection System Maintenance	15,491	9,671	14,958	15,477	15,709	15,945	16,184
Lift Station Maintenance	14,691	11,008	28,201	25,733	26,119	26,511	26,908
Sewage Treatment Plant	66,999	67,352	76,681	77,831	79,750	80,946	82,171
TOTAL ENVIRONMENTAL HEALTH	97,181	88,031	119,840	119,041	121,578	123,402	125,263
ENVIRONMENTAL & PLANNING	0	0	5,000	0	15,000	15,000	15,000
FISCAL SERVICES							
Debt Servicing							
Long-Term Interest	0	0	0	0	0	0	0
Principal Installments	0	0	0	0	0	0	0
TOTAL FISCAL SERVICES	0	0	0	0	0	0	0
TOTAL CAPITAL PROJECTS	59,000	26,115	50,000	32,500	33,600	34,700	35,800
<u>TOTAL SEWER FUND EXPENDITURES</u>	<u>279,045</u>	<u>231,947</u>	<u>213,946</u>	<u>192,294</u>	<u>210,178</u>	<u>213,102</u>	<u>216,063</u>
SURPLUS (DEFICIT)	-1	387	0	0	0	0	0