

# **THE VILLAGE OF PORT CLEMENTS**

Special Meeting of Council  
2009 Financial Plan  
Thursday April 23, 2009 7:00pm

## **AGENDA**

1. ADOPT AGENDA

2. FINANCE

F-1- Presentation of Financial Plan 2009-2013

3. GOVERNMENT

G-1-Grants

G-2-Tax rate review

G-3-Revenue anticipation Bylaw 372, 2009

G-4-Financial Plan Bylaw 373, 2009

G-5- Tax Rate Bylaw 374, 2009

ADJOURNMENT



The Village of  
**PORT CLEMENTS**

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## REPORT TO COUNCIL

Author: Heather Nelson-Smith  
Date: April 22, 2009  
Re: Tax rate multiple review

### General Municipal Tax Rates

2009 Assessments						% of base rate
	General	Multiple	Rate	Total Revenue		
1	16,530,800	1	4.751383	78,544.16		64.16115
2	42,900	2	9.502766	407.67		0.333016
3		2	9.502766	0.00		0
5	2,463,700	2	9.502766	23,411.96		19.12476
6	2,036,250	2	9.502766	19,350.01		15.80663
7	74,000	2	9.502766	703.20		0.574434
8		1	4.751383	0.00		0
9		1	4.751383	0.00		0
<b>Total</b>	<b>21,147,650</b>			<b>122,417.01</b>		
sec 353	138,000			122,417		
Base Rate		4.751383				
	2008	4.851657				
		-0.100274				

The above is the comparison between the residential and all other classes. The reason we look at these rates now is because there are municipalities that rely heavily on industry or business and the residential are being subsidized by those classes. IE: places with a large amount of industry are subsidized by the industry like Kitimat where 75% of their revenue comes from Alcan.

This is a very fair appropriation consisting of residential (as this is our major class) paying their way for services. From looking at our rates our other classes are fair and equitable, and **recommend approving the tax rate multiples as distributed.**

612

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			Municipal Tax Rates (2008)							
Name	Jurisdictiontype	Population	Residential	Utilities	Major Industry	Light Industry	Business	Managed Forest Land	Recreation Non Profit	Farm
Alert Bay	Village	556	7.95476	48.72289	27.04618	27.04618	19.48916	0	0	0
Belcarra	Village	676	1.45	5.08	4.93	4.93	3.55	4.35	1.45	1.45
Canal Flats	Village	700	3.01706	18.10237	16.59384	13.57678	6.63754	9.05119	3.92218	4.22389
Clinton	Village	578	7.2256	25.2895	10.5667	9.0467	16.4777	0	7.2256	3.5
Granisle	Village	364	23.0945	80.8308	0	78.5214	56.5816	0	0	0
Greenwood	City	625	5.6727	19.8545	0	17.0181	11.629	0	5.6727	0
Hazelton	Village	293	7.2123	25.2431	0	0	17.6701	0	7.2123	0
Lytton	Village	235	7.1746	43.114	40.5085	0	17.2456	0	0	0
Masset	Village	940	6.2912	22.0191	0	21.3904	15.4134	0	6.2912	0
McBride	Village	660	6	39.9996	48	48	15	18	6	6
Midway	Village	621	3.192	20.25	14	13	6.7	8.25	0.45	4.7
New Denver	Village	512	2.1418	10.709	5.1403	4.9406	4.2836	1.7134	0.2142	2.1418
New Hazelton	District	627	11.2717	39.4509	0	38.3237	27.6156	0	11.2717	11.2717
Port Alice	Village	821	3.86634	13.5322	22.31765	13.5322	7.11407	0	3.86634	0
Port Clements	Village	440	5.29201	10.58402	0	10.58402	10.58402	10.58402	5.29201	5.29201
Port Edward	District	577	5	40	32	16.25	12.5	0	10	10
Pouce Coupe	Village	739	3.6948	47.2	0	0	9.0523	0	3.6948	3.6948
Queen Charlotte	Village	948	2.557	39.908	14.086	14.086	7.68	5.388	1.245	4.178
Radium Hot Springs	Village	735	1.8476	12.2863	25.1236	7.1131	4.9145	4.0462	4.0462	0
Sayward	Village	341	5.3296	18.6537	0	29.4404	13.0575	15.9888	5.3296	0
Sechelt	Indian Government District	850	2.51	8.785	8.785	8.785	6.15	7.53	2.51	2.51
Silverton	Village	185	2.5166	13.1204	0	12.7455	4.4799	0	3.7487	3.7487
Slocan	Village	314	2.6615	40	43.081	8.1444	4.1108	0	0	0
Stewart	District	496	11.3404	37.4537	28.8618	53.2671	19.7013	0	32.3016	0
Tahsis	Village	366	7.2648	39.5268	76.0044	59.0259	15.8189	61.9705	10.9156	0
Wells	District	236	3.409	24.5445	11.9313	11.9313	9.886	3.409	3.409	3.409
Zeballos	Village	189	8.1706	28.5971	27.7801	36.7677	20.018	24.5118	8.1706	8.1706

**VILLAGE OF PORT CLEMENTS**

**BYLAW NO. 372**

**A Bylaw of the Village of Port Clements to provide for the borrowing of money in anticipation of revenue.**

The Council for the Village of Port Clements in open meeting assembled enacts as follows:

Whereas:

- A. The Village of Port Clements (the "Municipality") does not have sufficient money on hand to meet the current lawful expenditures of the Municipality;
- B. Section 177 of the Community Charter permits the Council, without any further approval, consent or assent to borrow money necessary to
  - (a) meet current lawful expenditures, and
  - (b) pay amounts required to meet the Municipality's taxing obligations in relation to another local government or other public body;
- C. The Municipality's outstanding debt for the purposes of Section 177, must not exceed the total of:
  - (a) the unpaid taxes for all purposes imposed during the current year (deemed to be 75% of all taxes imposed for all purposes in the preceding year), and
  - (b) the money remaining due from other governments.
- D. The unpaid taxes calculated as 75% of all taxes imposed for all purposes for the 2008 tax year are \$227,023 and the money remaining due from other governments is \$0 totaling \$227,023 the total representing the maximum amount that may be borrowed under this bylaw.

**NOW THEREFORE**, the Council for the Village of Port Clements in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as "The Village of Port Clements Revenue Anticipation Borrowing Bylaw No. 372, 2009".
2. The Council is authorized to borrow upon the credit of the Municipality from the Canadian Imperial Bank of Commerce an amount or amounts not exceeding the sum of two hundred twenty seven thousand and twenty three dollars. (\$227,023), as may be required and to pay interest thereon at the prime rate of the Canadian Imperial Bank of Commerce.
3. The form of obligation to be given as acknowledgment of the liability shall be a promissory note or notes, or an overdraft agreement bearing the corporate seal and signed by the Mayor and the Treasurer.

READ A FIRST TIME THIS      20 DAY OF April, 2009.

READ A SECOND TIME THIS      20 DAY OF April, 2009.

READ A THIRD TIME THIS      20 DAY OF April, 2009.

RECONSIDERED AND FINALLY ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009.

\_\_\_\_\_  
CORY DELVES  
MAYOR

\_\_\_\_\_  
HEATHER NELSON-SMITH  
CLERK/TREASURER

\_\_\_\_\_  
CERTIFIED A TRUE COPY OF VILLAGE OF  
Revenue Anticipation Borrowing Bylaw No. 372, 2009".



The Village of  
**PORT CLEMENTS**

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## **REPORT TO COUNCIL**

Author: Heather Nelson-Smith

Date: April 8, 2009

Re: **Credit Renewal**

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Resolution for discussion:

Motion to read Bylaw 372 a first, second and third time.

This is an annual bylaw that allows the Village if need be dip into an overdraft and have the ability to use credit cards. Therefore a first second and third reading is appropriate.

Respectfully submitted,



**Borrowing By-Law**  
For a Corporation

By-law Number: 372, 2009

A by-law respecting the borrowing of money, the issuing of securities and the securing of liabilities by

The Village of Port Clements

the "Corporation"

Be it enacted as a by-law of the Corporation as follows:

The directors of the Corporation may from time to time:

- a) borrow money or otherwise obtain credit upon the credit of the Corporation in such amounts and upon such terms as may be considered advisable;
- b) issue, reissue, sell or pledge debt obligations of the Corporation, including without limitation, bonds, debentures, debenture stock, notes or other securities or obligations of the Corporation, whether secured or unsecured for such sums, upon such terms, covenants and conditions and at such prices as may be deemed expedient;
- c) charge, mortgage, hypothecate, pledge, assign, transfer or otherwise create a security interest in all or any currently owned or subsequently acquired real or personal, movable or immovable property of the Corporation, including among other things, book debts and unpaid calls, rights, powers, franchises and undertaking, to secure any money borrowed or any other debt or liability of the Corporation;
- d) guarantee to Canadian Imperial Bank of Commerce ("CIBC") the indebtedness and liability of any person, firm or corporation, in either a limited or unlimited amount and either with or without security; and
- e) delegate to such one or more of the officers and directors of the Corporation as may be designated by the directors all or any of the powers conferred by the foregoing clauses of this by-law to such extent and in such manner as the directors shall determine at the time of each delegation.

Passed by the directors on \_\_\_\_\_  
Date

<u>X</u>	<u>X</u>
_____ Signature of Authorized Signing Authority	_____ Signature of Authorized Signing Authority
<u>CORY DEWES</u> Name	<u>Heather Nelson-Smith</u> Name
<u>MAYOR</u> Title*	<u>Clerk/Treasurer</u> Title*

We certify that the foregoing is a true copy of a by-law duly passed by the directors on \_\_\_\_\_  
Date

and duly confirmed by the shareholders / members and recorded in the minute book of the proceedings of the directors and shareholders / members of the Corporation, and that the by-law is now in full force and effect.

<u>X</u>	<u>X</u>
_____ Date	_____ Date
_____ Signature of Authorized Signing Authority	_____ Signature of Authorized Signing Authority
<u>CORY DEWES</u> Name	<u>Heather Nelson-Smith</u> Name
<u>MAYOR</u> Title*	<u>Clerk/Treasurer</u> Title*

\*Indicate President and Secretary if such officers exist

**VILLAGE OF PORT CLEMENTS**

**BYLAW NO.373, 2009**

**A Bylaw of the Village of Port Clements  
Respecting the Financial Plan for the Years 2009-2013**

The Council for the Village of Port Clements in open meeting assembled enacts as follows:

1. Schedule "A" attached hereto and made a part of this bylaw is hereby adopted and comprises the Financial Plan for the Village of Port Clements for the years 2009 through 2013, ending December 31, 2013.
2. This bylaw may be cited for all purposes as the "Financial Plan Bylaw No. 373, 2009".

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009.  
READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009.  
READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009.

RECONSIDERED AND FINALLY ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009.

\_\_\_\_\_  
CORY DELVES  
MAYOR

\_\_\_\_\_  
HEATHER NELSON-SMITH  
CLERK/TREASURER

\_\_\_\_\_  
CERTIFIED A TRUE COPY OF VILLAGE OF  
PORT CLEMENTS FINANCIAL PLAN, BYLAW NO. 373, 2009

G-4



**Schedule "A"**

**General Fund**

	<b>2009 Budget</b>	<b>2010 Budget</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
Property Tax- Municipal	122,417	124,865	127,363	129,910	132,508
Payments in Lieu	7,289	7,289	7,289	7,289	7,289
Sales of Services	20,128	16,678	16,678	16,678	16,678
Revenue From Own Sources	48,780	53,280	52,380	52,380	52,380
Unconditional Transfers	719,172	114,190	406,656	406,656	406,656
Conditional Transfers	287,290	13,025	13,025	13,025	13,025
Multi Purpose Building	556,875	0	0	0	0
Multi Purpose Building Revenue	15,600	15,600	15,600	15,600	15,600
Transfers From Reserves	319,107	290,491	0	0	0
Collections for Other Agencies	169,299	166,500	166,500	166,500	166,500

<b>Total Revenues</b>	<b>2,265,957</b>	<b>801,919</b>	<b>805,491</b>	<b>808,033</b>	<b>810,636</b>
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Legislative Expenses	44,500	41,500	38,500	38,500	38,500
General Administration	193,189	176,750	180,750	178,800	178,800
Fire Department	48,265	41,504	41,748	41,997	41,997
Emergency Services	750	500	500	500	500
Common Services	17,000	17,000	17,000	17,000	17,000
Wharf Services	174,233	7,350	7,350	7,350	7,350
Small Craft Harbour	7,206	7,263	7,321	7,381	7,381
Roads	89,900	53,900	53,900	53,900	53,900
Environmental Health	330	330	330	330	330
Environmental Development	18,785	6,000	6,000	6,000	6,000
Parks and Recreation	50,407	34,550	34,550	34,550	34,550
Cultural Buildings and Facilities	20,000	4,000	4,000	4,000	4,000
Fiscal Services	1,400	1,400	1,400	1,400	1,400
Contributions to Reserves	186,097	0	67,696	81,884	84,483
Capital Expenses	140,394	10,000	10,000	10,000	10,000
Multi Purpose Building	848,130	0	0	0	0
Multi Purpose Building Expenses	64,000	64,000	64,000	54,000	54,000
Amortized asset contribution to reserve	191,073	168,372	102,946	102,946	102,946
Taxes Levied for Other Agencies	170,299	167,500	167,500	167,500	167,500

<b>Total Expenses</b>	<b>2,265,957</b>	<b>801,919</b>	<b>805,491</b>	<b>808,038</b>	<b>810,637</b>
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<b>Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**"Schedule A"**

**Water Fund**

	<b>2009 Budget</b>	<b>2010 Budget</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
Fees & Taxation	242,862	118,621	103,566	103,566	103,566
Grants	1,137,058	0	0	0	0
<b>Total Revenues</b>	<b>1,379,920</b>	<b>118,621</b>	<b>103,566</b>	<b>103,566</b>	<b>103,566</b>
Operating Expenses	93,500	93,000	93,000	93,000	93,000
Capital Expense	1,260,799	0	0	0	0
Contribution to Reserves	0	0	8,799	7,566	7,566
Amortized assets	25,621	25,621	1,767	3,000	3,000
Debenture Expenses	0	0	0	0	0
<b>Total Expenses</b>	<b>1,379,920</b>	<b>118,621</b>	<b>103,566</b>	<b>103,566</b>	<b>103,566</b>
<b>Surplus/ (Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**"Schedule A"**

**Sewer Fund**

	<b>2009 Budget</b>	<b>2010 Budget</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
Fees & Taxation	61,487	61,487	61,487	61,487	61,487
Grants & Transfers	142,395	518,967	0	0	0
<b>Total Revenues</b>	<b>203,882</b>	<b>580,454</b>	<b>61,487</b>	<b>61,487</b>	<b>61,487</b>
Operating Expenses	80,454	80,454	48,900	48,900	48,900
Capital Expenses	123,428	500,000	0	0	0
Contributions to Reserves	0	0	12,587	12,587	12,587
Debenture	0	0	0	0	0
<b>Total Expenses</b>	<b>203,882</b>	<b>580,454</b>	<b>61,487</b>	<b>61,487</b>	<b>61,487</b>
<b>Surplus/ (Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

"Schedule A"

	<b>2009 Budget</b>	<b>2010 Budget</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
<b>Capital Projects</b>					
<b>General</b>					
Fire Department Equipment	7,500	7,500	7,500	7,500	7500
Wharf	171883	5,000	5,000	5,000	5000
Multi Purpose Building	848130	0	0	0	0
Concession Stands	80,000	0	0	0	0
Trees for tomorrow	10,000	0	0	0	0
Office Furniture	20394				
<b>Water</b>					
Water System Upgrade	1,075,000.00				
Pump House	185,799.33				
<b>Sewer</b>					
Lift Station					
Rual Subdivision		500,000			
Sewage Upgrade	123,428				

## **VILLAGE OF PORT CLEMENTS**

### **BYLAW NO. 374, 2009**

Being a bylaw for the levying of rates for Municipal, Hospital and Regional District purposes for the year 2009.

The Council of the Village of Port Clements, in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2009:
  - a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of the schedule attached hereto and forming a part hereof.
  - b) For Vancouver Island Regional Library purposes on the assessed value of land and improvements taxable for general municipal purposes, rates and appearing in Column "B" of the Schedule attached hereto and forming a part hereof.
  - c) For Skeena-Queen Charlotte Regional Hospital purposes on the assessed value of land and improvements taxable for Hospital purposes, rates and appearing in Column "C" of the Schedule attached hereto and forming a part hereof.
  - d) For purposes of the Skeena-Queen Charlotte Regional District on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "D" of the Schedule attached hereto and forming a part hereof.
  - e) For purposes of the North West Regional Hospital District on the assessed value of land and improvements taxable for Hospital purpose, rates appearing in Column "E" of the Schedule attached hereto and forming part hereof.
2. The minimum amount of Taxation upon a parcel of Real Property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rates Bylaw No. 374, 2009."

675

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

RECONSIDERED AND FINALLY ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,  
2009

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Cory Delves,  
MAYOR

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Heather Nelson-Smith,  
CLERK/TREASURER

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CERTIFIED TO BE A TRUE COPY  
VILLAGE OF PORT CLEMENTS  
TAX RATE BYLAW NO. 374, 2009

**Village of Port Clements**  
Schedule for Tax Rate Bylaw N0.374, 2009

Rates per \$1000 of taxable assessed value

Class	"A" General Municipal	"B" VIRL	"C" SQCRD Hospital	"D" SQCRD	"E" NW Reg. Hospital
1 Residential	4.751383	0.417474	0.074643	0.972928	0.404041
2 Utilities	9.502766	0.834948	0.2612505	1.945856	1.4141435
5 Light Industry	9.502766	0.834948	0.2537862	1.945856	1.3737394
6 Business	9.502766	0.834948	0.18287535	1.945856	0.98990045
7 Managed Forest	9.502766	0.834948	0.223929	1.945856	1.212123
8 Rec/Non Profit	4.751383	0.417474	0.074643	0.972928	0.404041
9 Farm	4.751383	0.417474	0.074643	0.972928	0.404041