

THE CORPORATION OF THE CITY OF DAWSON CREEK

BYLAW NO. 4416

A bylaw of the Corporation of the City of Dawson Creek (hereinafter called "the City") respecting the Financial Plan for the years 2019 – 2023.

WHEREAS, pursuant to the *Community Charter*, the Council of the City must adopt a Five Year Financial Plan annually by bylaw.

AND WHEREAS, pursuant to requirements of the *Community Charter*, the Council of the City held a public consultation session regarding the proposed Financial Plan on March 11, 2019.

NOW THEREFORE, the Council of the City hereby **ENACTS AS FOLLOWS**:

1. This Bylaw may be cited for all purposes as the **"2019-2023 FINANCIAL PLAN BYLAW NO. 4416, 2019"**
2. Schedules "A", "B" and "C" are attached to and form part of this Bylaw.
3. Schedules "A", "B" and "C" attached form the Financial Plan of the City of Dawson Creek for the year commencing January 1, 2019.
3. Financial Plan Bylaw No. 4367, 2018, is hereby repealed.

READ a first time this 1st day of May, 2019.

READ a second time this 1st day of May, 2019.

READ a third time this 1st day of May, 2019.


ADOPTED this 3rd day of May, 2019.

CERTIFIED A TRUE AND CORRECT COPY of Bylaw No. 4416 cited as "2019-2023 FINANCIAL PLAN BYLAW NO. 4416, 2019.

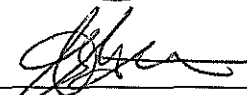


Brenda Ginter
Corporate Officer

The Corporate Seal of **THE CORPORATION OF THE CITY OF DAWSON CREEK** was affixed in the presence of.



Dale Bumstead - Mayor



Brenda Ginter - Corporate Officer

City of Dawson Creek
2019-2023 Financial Plan Bylaw 4416, 2019
Schedule "A"

	2019	2020	2021	2022	2023
Proposed Funding Sources					
Net Municipal Property Taxes	17,668,905	18,132,518	18,459,796	18,781,409	19,127,111
Collections for Other Governments	8,970,649	9,150,062	9,333,063	9,519,724	9,710,119
Grants in lieu	1,038,646	1,038,646	1,038,646	1,038,646	1,038,646
Fees and Charges	3,543,993	3,551,230	3,601,939	3,653,630	3,706,322
Other Revenues	1,269,828	1,219,156	1,232,807	1,246,731	1,260,933
Government Transfers - Operational	17,230,798	16,668,766	16,707,963	16,709,573	16,753,809
Return on Investments	94,627	102,500	104,500	106,540	108,621
General Operating Revenues	49,817,447	49,862,879	50,478,714	51,056,254	51,705,561
Water Utility Revenues	6,002,100	6,174,893	6,298,391	6,424,359	6,552,846
Sewer Utility Revenues	4,124,363	4,198,018	4,281,979	4,367,618	4,454,971
Total Operating Funding Sources	59,943,909	60,235,790	61,059,084	61,848,231	62,713,378
Government Transfers - Capital	1,391,360	14,925,633	567,734	593,616	593,616
Transfer from Capital Reserves	3,171,409	-	613,000	-	-
Interest on Capital Reserve	272,000	277,440	293,524	288,859	294,636
Transfer from DCC Reserve	250,000	-	-	-	-
Total Capital Funding Sources	5,084,769	15,203,073	1,474,258	882,475	888,252
Statutory Reserve Revenue	10,383	10,590	5,524	7,114	8,207
Cemetery Transfers	4,581	4,673	4,766	4,862	4,959
TOTAL PROPOSED FUNDING SOURCES	65,043,642	75,454,127	62,543,632	62,742,682	63,614,796
Proposed Expenditures					
General Administrative	4,389,309	4,507,771	4,615,943	4,761,146	4,840,672
Environmental Development	1,599,506	1,093,791	1,106,959	1,120,425	1,143,089
environmental Waste Services	1,206,654	1,230,787	1,255,403	1,280,511	1,306,121
Protective Services	9,146,644	9,352,071	9,545,770	9,743,528	9,945,429
Cemetery Maintenance	244,954	249,853	254,850	259,947	265,146
Transportation Services	6,653,519	6,759,481	6,898,260	7,039,917	7,184,511
Recreation Services	8,436,529	8,543,766	8,682,486	8,824,139	8,968,790
Collections for Other Governments	8,970,649	9,150,062	9,333,063	9,519,724	9,710,119
Debt Services (Interest & Principal)	3,878,058	3,708,682	3,699,592	3,694,529	3,355,884
General Operating Expenditures	44,525,823	44,596,263	45,392,327	46,243,867	46,719,762
Water Utility Expenditures	3,766,980	3,645,995	3,669,695	3,744,914	4,071,070
Sewer Utility Expenditures	1,534,217	1,565,963	1,598,376	1,631,468	1,665,256
Total Operating Expenditures	49,827,020	49,808,221	50,660,398	51,620,249	52,456,088
Total Capital Expenditure	12,023,247	24,199,500	10,849,410	10,077,771	9,925,000
Transfer to Accumulated Surplus	611,501	282,013	415,718	382,355	268,750
Transfer to Capital Reserves	2,558,522	1,128,573	574,848	604,704	943,252
Transfer to Statutory Reserves	23,353	35,820	43,258	57,603	21,705
Total Transfers to Acc. Surplus and Reserves	3,193,375	1,446,405	1,033,824	1,044,662	1,233,708
TOTAL PROPOSED EXPENDITURES	65,043,642	75,454,127	62,543,632	62,742,682	63,614,796

City of Dawson Creek
2019-2023 Financial Plan Bylaw 4416, 2019
Statement of Objectives and Policies
Schedule "B"

Section 165 (3.1) of the Community Charter requires municipal five-year financial plans to set out the objectives and policies for the planning period regarding to:

- a) The proportion of total revenue that is proposed to come from each of the funding sources described in Section 165(7) of the Community Charter;
- b) The distribution of property taxes among the property classes; and
- c) The use of permissive tax exemptions.

FUNDING SOURCES

Council recognizes that changes in one revenue source may affect decisions relating to other sources and that City revenues are derived from the following sources:

- a. Municipal property taxes
- b. Fees and charges
- c. Government transfers
- d. Utility fees and charges
- e. Other revenues

Municipal Property taxes

Council will approve Municipal property tax rates annually by considering changes in the assessment base, inflationary factors and economic conditions and costs of providing ongoing and new City services.

Fees and charges

Authority to impose various fees and charges will be in accordance with regulations under the Community Charter and any other regulating Acts. A comprehensive review of the City's fees and charges will be completed every three years to ensure the City's objectives are being addressed. Additionally, utility fees and charges will be levied at rates that will be sufficient to meet service delivery costs and debt servicing within the utility funds.

Government transfers

The City will ensure that all government transfers are used in accordance with the terms and conditions attached to the funding and that all reporting requirements are met. Unconditional government transfers will be considered as general revenue in the financial plan.

Other revenues

Other revenues including franchise fee and gaming revenue will be considered as general revenue in the financial plan and any restriction placed on these revenues will be determined annually. Return on investment revenue will be considered general revenue. Investment revenue generated from restricted reserves will remain within the specified reserve.

Borrowing proceeds

Proceeds from borrowing will be used within the guidelines of the bylaw established to borrow the funds. The maximum amount of accumulated borrowings will be in accordance with the regulations outlined in the Community Charter and the City's Debt Management Policy.

Transfer from Reserves

Capital Projects carried forward are funded by capital reserves transfers. Development Cost Charges (DCC) reserve are transferred to specific projects.

Proportion of Total Revenue

The 2019 proportion of total revenue proposed to be raised from each funding sources, is as follows:

Funding Source	% of Total	Dollar Value
Municipal Property Taxes	27.2%	\$ 17,668,905
Fees & Charges	21.0%	13,670,456
Other Sources:		
- Government Transfers	30.2%	19,660,804
- Collection to Other Govt.	13.7%	8,970,649
- Other Revenue	2.5%	1,646,838
Transfer from Reserves		
- Capital Reserves	4.9%	3,171,409
- DCC and Other Reserves	0.5%	254,581
Total	100%	\$ 65,043,642

DISTRIBUTION OF PROPERTY TAXES

Annually, before approving the annual tax rates, Council will consider the amount of tax revenue required in relation to other sources of revenue in funding the cost of ongoing and new City services. Tax revenue and ratios between classes will be reviewed with consideration given to changes in the assessment base as a whole as well as changes to the components that make up the base.

The distribution of property taxes among the property classes shows that Residential (1) and Business (2) as the main sources of property tax revenue.

Property Classes	% of Total	Dollar Value
1 – Residential	42.8%	\$ 6,915,969
2 – Utilities	0.5%	73,694
4 – Major Industry	4.5%	725,256
5 – Light Industry	2.0%	319,462
6 – Business	50.2%	8,107,771
8 – Rec/Non Profit	-	4,720
9 – Farm	-	2,186
Total	100%	\$ 16,149,058

PERMISSIVE TAX EXEMPTIONS

Permissive tax exemptions will be provided in accordance with the guidelines and regulations contained in the Community Charter.

The objectives and policies as stated above are put forward and are broad in nature to assist Council in their decision making process. Rate capping and ratio limitations on property tax were intentionally excluded so as not to restrict Council's ability to make future decisions. The assessment base, components of the base, priority and provision of services, as well as the various components of total revenues are all factors that are interrelated. Setting the annual tax rates after due consideration is given to each of these factors will ensure the process generates the best result.

City of Dawson Creek Bylaw 4416, 2019
2019-2023 Financial Plan Summary of Capital Projects
Schedule "C"



Summary Capital Projects					
Asset Type	2019	2020	2021	2022	2023
General					
Airport	65,000	435,000	430,000	555,000	500,000
Facilities	1,078,400	7,779,500	2,275,000	692,771	35,000
Paving	4,655,000	9,116,498	1,914,410	3,800,000	4,300,000
Sidewalks (2019) & Fire Truck Ladder (2021)	625,000	-	1,500,000	-	-
Drainage	-	1,861,652	680,000	880,000	880,000
Total General New Projects	6,423,400	19,192,650	6,799,410	5,927,771	5,715,000
Total Water Projects	1,404,388	1,575,000	1,600,000	1,600,000	1,560,000
Total Sewer Projects	424,050	2,831,850	1,850,000	1,950,000	2,000,000
Total Equipment Pool Projects	600,000	600,000	600,000	600,000	650,000
Total New Projects	8,851,838	24,199,500	10,849,410	10,077,771	9,925,000
Total Carry Forward	3,171,409	-	-	-	-
Total Capital Project	12,023,247	24,199,500	10,849,410	10,077,771	9,925,000
Capital Projects Sources of Funding					
PRA Allocation to Capital	5,777,000	5,650,000	5,450,000	5,200,000	5,330,000
Conditional Government Grants	50,000	14,357,899	-	-	-
Grants from Gas Funds	521,400	464,416	567,734	593,616	385,000
Water Infrastructure	1,100,000	1,575,000	1,600,000	1,600,000	1,560,000
Sewer Infrastructure	424,050	1,552,185	1,850,000	1,950,000	2,000,000
Equipment Pool Reserve	600,000	600,000	600,000	600,000	650,000
Others (Interest, Reserve, DCC)	3,550,797	-	781,676	134,155	-
Total Sources of funding	12,023,247	24,199,500	10,849,410	10,077,771	9,925,000