



## **AGENDA**

Special Meeting of the Council of the Village of Chase held on Tuesday, April 19, 2022 at 4:00 p.m.  
at the Community Hall at 547 Shuswap Avenue, and via Zoom.

### **1. CALL TO ORDER**

### **2. ADOPTION OF AGENDA**

Resolution:

**“THAT the agenda for the April 19, 2022 Special meeting of Council be adopted as presented.”**

### **3. ADOPTION OF MINUTES**

None

### **4. PUBLIC HEARINGS**

None

### **5. PUBLIC INPUT ON CURRENT AGENDA ITEMS**

This opportunity is for members of the gallery to provide input on items on this Agenda

### **6. DELEGATIONS**

None

### **7. REPORTS**

None

### **8. UNFINISHED BUSINESS**

#### **8.1 Village of Chase 2022-2026 Financial Plan Bylaw No. 913-2022**

Pages 1-7

Recommendation:

**“THAT the Village of Chase 2022 to 2026 Financial Plan Bylaw No. 913-2022 be given third reading.”**

### **9. NEW BUSINESS**

#### **9.1 Village of Chase 2022 Tax Rates Bylaw No. 914-2022**

Pages 8-11

Report from the Chief Financial Officer

Bylaw No. 914

Recommendation:

**“THAT the Village of Chase 2022 Tax Rates Bylaw No. 914-2022 be read a first time.**

Recommendation:

**“THAT the Village of Chase 2022 Tax Rates Bylaw No. 914-2022 be read a second time.”**

### **10. NOTICE OF MOTION**

### **11. IN CAMERA**

None

### **12. RELEASE OF IN CAMERA ITEMS**

None

### **13. ADJOURNMENT**

Resolution:

**“THAT the April 19, 2022 Special meeting of Council be adjourned.”**

**VILLAGE OF CHASE  
BYLAW NO. 913-2022**

A Bylaw to Adopt the Village of Chase 2022 to 2026 Financial Plan

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**WHEREAS** the Community Charter requires that municipalities must establish a Five Year financial plan that is adopted annually by bylaw;

**NOW THEREFORE** the Council of the Village of Chase, in the Province of British Columbia, in an open meeting assembled enacts as follows:

1. Schedule "A", Village of Chase 2022 to 2026 Financial Plan and Schedule "B" Statement of Objectives and Policies, attached hereto, shall form part of this Bylaw and are hereby adopted as the Five Year Financial Plan for the Village of Chase for the years 2022 to 2026 inclusive.
2. This Bylaw may be cited as "Village of Chase 2022 to 2026 Five Year Financial Plan Bylaw No. 913 -2022".

READ A FIRST TIME THIS **12<sup>th</sup> DAY OF APRIL, 2022**

READ A SECOND TIME THIS **12<sup>th</sup> DAY OF APRIL, 2022**

READ A THIRD TIME THIS       <sup>th</sup> DAY OF                   , 2022

ADOPTED THIS                   <sup>th</sup> DAY OF                   , 2022

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Mayor, R. Crowe

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Corporate Officer, S. O'Flaherty

[illegible]

<b>Expenditures</b>					
Payment of taxes to Other Governments	1,707,155	1,708,155	1,708,655	1,712,655	1,712,655
Grants in aid	11,500	11,500	11,500	11,500	11,500
Legislative services	93,000	91,850	93,600	94,900	97,450
Corporate services	884,100	877,450	891,100	891,100	900,775
Municipal Enforcement	35,450	35,450	36,450	36,450	36,450
Emergency Services	29,000	29,000	19,000	19,000	19,000
Fire service	245,500	254,900	258,000	258,000	258,000
Rescue service	32,100	32,100	33,000	32,000	33,100
Planning	10,500	10,500	10,500	10,500	12,000
Economic Development	51,700	52,950	53,200	54,450	54,450
Public Works Admin	481,850	489,600	495,100	499,100	503,100
Fleet	112,000	109,750	109,750	110,750	111,750
Transportation-Rds & Drain	299,700	293,600	297,600	301,160	303,100
Parks	173,300	176,150	179,250	181,750	181,750
Cemetery	21,900	21,900	22,900	22,900	22,900
Recreation Facilities	422,000	422,900	423,300	423,470	423,470
Water	635,125	638,715	636,670	641,000	642,950
Sewer	409,775	411,615	413,410	416,420	418,750
Solid Waste	275,450	276,600	276,600	277,000	277,000
Leases	0	0	0	0	0
<b>Special Project-Reports &amp; Assessments</b>					
General	211,568	0	0	0	0
Water	0	0	0	0	0
Sewer	0	0	0	0	0
<b>Capital Expenditures</b>					
General	1,057,506	655,000	422,500	142,500	12,500
Water	418,000	400,000	0	0	0
Sewer	212,200	730,000	0	0	0
COVID 19 Project Allocations	320,715	0	0	0	
CP Rail Debt Repayment	0	0	0	0	
<b>Interest on Debt Repayment</b>					
Water	64,000	64,000	64,000	64,000	64,000
Sewer	21,600	21,600	21,600	21,600	21,600
Fire Truck	6,500	13,500	13,500	13,500	13,500
<b>Debt Repayment</b>					
Water	48,024	48,024	48,024	48,024	48,024
Sewer	11,526	11,526	11,526	11,526	11,526
Fire Truck	40,000	40,000	40,000	40,000	40,000
DCC	50,000	50,000	10,000	10,000	10,000
Transfers to Land Reserves	130,000	0	0	0	0
Transfer to Gas Tax Reserve	158,446	165,751	165,751	165,751	165,751
<b>Transfers to Reserves</b>					
General	0	0	0		
Solid Waste	0	0	0	0	0
Water	0	0	0	0	0
Sewer	0	0	0	0	0
<b>Total Expenditures</b>	<b>8,681,190</b>	<b>8,144,086</b>	<b>6,766,486</b>	<b>6,511,006</b>	<b>6,407,051</b>
<b>Total Annual Cash (Surplus)/Deficit</b>	<b>206,750</b>	<b>136,680</b>	<b>43,930</b>	<b>19,570</b>	<b>750</b>
Transfer to/(from)-General	0	0	0	0	0
Transfer to/(from)-Water	135,125	121,215	27,670	0	-21,150
Transfer to/(from)-Sewer	71,625	15,465	16,260	19,570	21,900
Transfer to/(from)-Solid Waste	0	0	0	0	0
<b>Total Transfers</b>	<b>206,750</b>	<b>136,680</b>	<b>43,930</b>	<b>19,570</b>	<b>750</b>
<b>Financial Plan Balance (will be \$0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Village of Chase**  
**Bylaw No. 913**  
**2022 to 2026 Financial Plan**  
**Schedule "B" – Statement of Objectives and Policies**

In accordance with Section 165(3.1) of the *Community Charter*, the Five Year Financial Plan must include objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from the following funding sources described in Section 165(7) of the *Community Charter*:
  - (a) revenue from property value taxes;
  - (b) revenue from parcel taxes;
  - (c) revenue from fees;
  - (d) revenue from other sources;
  - (e) proceeds from borrowing.
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

**FUNDING SOURCES**

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2022.

<b><u>Table 1 – 2022 Revenue Sources</u></b>		
<b><u>Revenue Source</u></b>	<b><u>Amount</u></b>	<b><u>Percentage of Total</u></b>
Municipal taxes	\$2,155,650	25.44%
Other Taxes	1,830,950	21.61%
Fees	1,199,200	14.15%
Grants	1,025,190	12.10%
Other Sources	784,800	9.26%
Transfers	1,228,650	14.50%
Borrowing	250,000	2.95%
<b><u>Total</u></b>	<b><u>\$8,474,440</u></b>	<b><u>100.00%</u></b>

Municipal property taxation, generally the largest revenue source, 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 maintenance of streets, sidewalks, parks, general administration, fire protection, bylaw enforcement, and snow removal.

Other taxes are taxes collected on behalf of other authorities, which are then remitted to the corresponding taxing authority. Franchise fees and payments in lieu of taxes and interest and penalties collected on outstanding property taxes are also included as other taxes.

Fees are user fees and charges which fund specific service including water, sewer and solid waste collection.

The major contributions to the Grant funding are the Small Community Grant and Community Works Fund. There are several other federal, provincial and regional sources which support Village initiatives.

For 2022, the Village of Chase has applied for a significant amount of additional grant funding for several major Capital projects, which shall only be undertaken if the grant funding applications are successful.

Other Sources include revenues collected from the use and rental of Village assets, investment interest and disposition of capital assets.

Transfers consist of revenues transferred from reserve, surplus or deferred revenue funds.

### **Policies and Objectives**

**Property Taxes:** The objective is to balance the budget each year and maintain a reasonable tax burden. That the Village shall strive to implement stable, fair and representative tax rates for all property classes, while seeking funding sources and opportunities to offset tax collection requirements.

**Parcel Taxes:** The Village of Chase no longer collects parcel taxes within the municipality.

**Fees:** The Village shall strive to ensure the fees charged for water, sanitary sewer and solid waste services be on a cost recovery basis. The Village shall review and revise the user fees to ensure they are meeting the capital and operational costs of the services for which they are collected.

**Other Sources:** The objective is to maximize other revenue sources including, grant funding from higher levels of government, to reduce the taxation burden and provide support to Council priorities and directives.

**Borrowing:** The objective is to identify the borrowing needs in advance and ensure the funding option supports the objectives noted above.

#### **DISTRIBUTION OF PROPERTY TAX RATES**

Table 2 outlines the distribution of property tax rates among the property classes.

<b><u>Table 2 - Distribution of Municipal Property Taxes</u></b>		
<b><u>Property Classification</u></b>	<b><u>% of Total Property Taxation</u></b>	<b><u>Value</u></b>
Residential (1)	78.25%	\$1,686,894
Utilities (2)	1.61%	34,676
Major Industry (4)	6.35%	136,797
Business and Other (6)	13.78%	296,988
Recreation / Non-Profit (8)	0.00%	0
Farm (9)	0.01%	295
<b><u>Total All Sources</u></b>	<b><u>100.00%</u></b>	<b><u>2,155,650</u></b>

The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class forms the largest proportion of the assessment base and consumes the majority of Village services.

Municipalities generally charge a higher rate of tax to business and industry based on the theory that they proportionately consume a greater portion of the Village services.

The Village of Chase currently has only one "Major Industry" class property holder, Adams Lake Lumber. The Letters Patent, by which these properties were incorporated into the Village of Chase, requires that the tax rate charges shall be the rate as set by the provincial "Taxation (Rural Area) Act Regulation". The "Utility" class is also determined by the province under that same regulation and the Village is charging the maximum tax rate (\$40.00) allowed for this class.

#### **Policies and Objectives**

- The Village shall continue to provide amenities required for the well-being of the community in a fiscally responsible manner.
- The Village shall continue to seek opportunities to increase densification and development to increase the tax base and provide additional housing.

- The Village shall regularly review the property tax rates and revenue distribution to maintain proportional consistency within the property classes.

### **PERMISSIVE TAX EXEMPTIONS**

The Village has adopted a Permissive Tax Exemption policy which outlines the goals and objectives and provides guidelines for the administration and approval of permissive tax exemptions.

**Objectives and Policies:** The Village will consider additional permissive tax exemptions as allowed under the Community Charter. Council shall review the permissive tax exemptions being granted, in keeping with the policy, to ensure fair access, consistent standards and appropriate allocations are implemented.

### **Goal of Council**

The goal of Council is to improve the financial health of the Village of Chase, while maintaining the current service levels and protecting the health and sustainability of the community infrastructure. In keeping with the obligations under the Gas Tax Community Works Fund Agreement, the Village will continue to develop and implement asset management planning in 2022. The municipality will continue to seek funding opportunities for infrastructure assessments, evaluations and reviews to be utilized in the development of an Infrastructure Master Plan which shall outline the need and priorities necessary for the protection and sustainability of the Village's infrastructure. The Village shall continue to seek grant funding opportunities for all projects related to infrastructure sustainability, community health and safety and ongoing community development.





## VILLAGE OF CHASE Administrative Report

TO: Mayor and Council  
FROM: CFO  
DATE: April 13, 2022  
RE: 2022 Tax Rate Bylaw No.914

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### ISSUE/PURPOSE

To seek 1<sup>st</sup> and 2<sup>nd</sup> Readings of the Village of Chase 2022 Tax Rate Bylaw No. 914

### HISTORY/BACKGROUND

Section 197 of the Community Charter states:

Each year, after the adoption of the financial plan but before May 15, a council must, by bylaw, impose property value taxes for the year by establishing tax rates for:

- a:) the municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan, and
- b:) the amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body

### DISCUSSION

The reduction in property taxation rates is a direct result of the increased BC Assessment values for 2022. The revised roll has now been received and reflects a slight decrease in the General Taxable values compared to the Completed Roll (\$2,254,400). As a result of the assessment decrease, the tax rates have been updated from the previously recommended rate to ensure the obligation of the Five-Year Financial Plan can be met.

As per the 2022-2026 Financial Plan, the overall the property tax collection for 2022 will increase 2.66% over 2021. This increase is necessary to meet increasing costs and wages. In addition, this increase will fund new programs such as the 1<sup>st</sup> Responders program and emergency planning initiatives. Additional funding for 2022 is also required to fund the municipal election, the 5 Year dyke inspection report, sidewalk repairs at Shuswap/Coburn and interest cost for the new firetruck.

The following is a summary of the 2022 municipal levies being presented in the 2022 Tax Rate Bylaw:

Class 1-Residential - \$3.3723 a reduction of \$1.0458 per \$1,000 from 2021 rate of \$4.4181 – approximately 30% reduction

Class 2-Utilities - \$40.000 – no change set at maximum rate allowable

Class 4-Major Industry - the Province of BC assigns the rural rate for this class- this value is not known at this time, but the rate is anticipated to remain the same as 2021

Class 5-Light Industry-\$15.000 - The Village of Chase currently has no lands or improvements within this class, however potential OCP updates or rezoning applications discussions may require tax rate information.

Class 6 – Business - \$9.3295 a reduction of \$1.0122 per \$1,000 from the 2021 rate of \$10.3417 – reduction of approximately 11% from 2021

Class 8- Recreation/Non-Profit – \$9.3295 There are no Class 8 properties within the municipality that are subject to taxation in 2022

Class 9- Farm – \$3.3723 – this rate has been adjusted to be consistent with the Province of BC Provincial Class Multiples Rate Caps for 2022

The Thompson Nicola Regional District and the Thompson Regional Hospital District tax rates have been established based on the 2022 requisition and the revised assessment values. The 2022 Thompson-Nicola Regional District requisition is \$455,391.00 and the Thompson Regional Hospital District requisition is \$224,944.00.

### **POLICY IMPLICATIONS**


Changes to the proposed Tax Rate Bylaw would directly impact the proposed 2022-2026 Financial Plan.

Respectfully submitted,



Joanne Molnar, CFO

Approved for Council Consideration by CAO



Jori Heinrich, CAO

**VILLAGE OF CHASE  
Bylaw No. 914, 2022**

**To establish 2022 Property Taxation Rates  
for Municipal, Regional District and Regional Hospital District Purposes**

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**WHEREAS** the Community Charter requires that a council must, by bylaw, impose property value taxes for the year by establishing tax rates for:

- a) The municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan; and
- b) The amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body,

**NOW THEREFORE** the Council of the Village of Chase, in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2022:

- a) For general purposes of the municipality on the value of land and improvements taxable for general municipal purposes, the rates appearing in Column A of Schedule "A" attached to and forming part of this Bylaw shall apply.

b) For regional district purposes on the value of land and improvements taxable for regional district purposes, rates appearing in Column B of Schedule "A", attached to and forming part of this Bylaw shall apply.

c) For hospital purposes on the value of land and improvements taxable for hospital purposes, rates appearing in Column C of Schedule "A", attached to and forming part of this Bylaw shall apply.

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 "Village of Chase 2022 Tax Rates Bylaw No. 914", and shall read as follows:

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

\_\_\_\_\_  
Mayor, R. Crowe                      Corporate Officer, S. O'Flaherty

# VILLAGE OF CHASE

## Bylaw No. 914, 2022 Schedule "A"

2022 Property Taxation Rates  
For Municipal, Regional District and Regional Hospital District purposes.

Tax Rates (dollars of tax per \$1,000 of taxable value)

		Column A	Column B	Column C
PROPERTY CLASS	Class Number	GENERAL MUNICIPAL	REGIONAL DISTRICT	REGIONAL HOSPITAL
Residential	1	3.3723	0.7087	0.3421
Utilities	2	40.0000	2.4805	1.1974
Major Industry	4	**See Below	2.4096	1.1631
Light Industry	5	15.0000	2.4096	1.1631
Business and Other	6	9.3295	1.7363	0.8381
Recreation/Non-Profit	8	9.3295	0.7087	0.3421
Farm	9	3.3723	0.7087	0.3421

\*\*SUPPLEMENTARY LETTERS PATENT, February 24<sup>th</sup>, 2005, CLASS 4 (MAJOR INDUSTRY) MUNICIPAL AND REGIONAL DISTRICT TAX RATE LIMITATIONS

The municipality shall, in the area newly included within the municipality by these Supplementary Letters Patent, levy a tax rate pursuant to section 359(1) of the Local Government Act, on property class 4 (Major Industry) prescribed by the Lieutenant Governor in Council under section 26 of the Assessment Act, except that the tax rate shall not exceed the sum of:

- A:) the tax rate for the prevailing taxation year set pursuant to the Taxation (Rural Area) Act for property Class 4 (Major Industry); and
- B:) the tax rate for the prevailing year for property Class 4 (Major Industry) set by the Surveyor of Taxes for the purpose of recovering the costs of services of the regional district for which the service area includes all of Electoral Area P as the sole participating area or in combination with one or more other electoral participating areas.

\*SUPPLEMENTARY LETTERS PATENT, February 24<sup>th</sup>, 2005, CLASS 4 (MAJOR INDUSTRY) MUNICIPAL AND REGIONAL DISTRICT TAX RATE LIMITATIONS

Bylaw No. 914, 2022  
Schedule "A"  
2022 Property Taxation Rates  
For Municipal, Regional District and Regional Hospital District purposes.  
Tax Rates (dollars of tax per \$1,000 of taxable value)