

THE CORPORATION OF THE VILLAGE OF MONTROSE

BYLAW #580

A BYLAW TO ADOPT A FINANCIAL PLAN FOR THE PERIOD OF 2002 to 2006

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 2002-2006 BYLAW**".

SERVICE PRIORITY POLICIES

2. (1) "Essential Service" means a service to which the following criteria shall 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 time 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 shall 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 shall 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 from time to time 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) 25% of the operations and maintenance cost of the water system;
 - (b) 15% of the operations and maintenance cost of the sewer system;
 - (c) 100% of the operations and maintenance 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.

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 2002 to 2006 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 2002 to 2006 relating to the General Operating Fund shall be those recorded on Schedule "B" attached to, and forming part of this Bylaw.
- (2) The planned revenues and expenditures for the years 2002 to 2006 relating to the Water Operating Fund shall be those recorded on Schedule "C" attached to, and forming part of this Bylaw.
- (3) The planned revenues and expenditures for the years 2002 to 2006 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 final adoption thereof.

PUBLIC CONSULTATION WORKSHOP HELD
 READ A FIRST TIME
 READ A SECOND TIME
 READ A THIRD TIME
 RECONSIDERED AND FINALLY ADOPTED

this 27th day of October, 2001
 this 18th day of December, 2001
 this 8th day of January, 2002
 this 5th day of March, 2002
 this 19th day of March, 2002

Mayor

Village Clerk

Village Clerk

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SCHEDULE "A" – GENERAL FUND REVENUES

	2002 BUDGET	2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET
TAXES					
Ad Valorem Taxes	89,900	94,700	87,300	109,400	106,500
MCCERC Parcel Taxes	12,000	12,000	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	8,600	8,600	8,600	8,600	8,600
Grant in Lieu of Taxes	2,500	2,500	2,500	2,500	2,500
TOTAL TAXES	137,200	142,000	122,600	144,700	141,800
SALE OF SERVICES					
Garbage Service	17,900	18,000	18,000	18,000	18,000
Other Services	6,300	6,300	6,300	6,300	6,300
TOTAL SALE OF SERVICES	24,200	24,300	24,300	24,300	24,300
OTHER REVENUES FROM OWN SOURCES					
Licenses & Permits	4,200	4,200	4,200	4,200	4,200
Rentals	51,400	51,400	51,400	51,400	51,400
Miscellaneous	21,700	21,700	21,700	21,700	21,700
TOTAL REVENUES FROM OWN SOURCES	77,300	77,300	77,300	77,300	77,300
UNCONDITIONAL TRANSFERS	170,100	170,100	170,100	170,100	170,100
CONDITIONAL TRANSFERS	53,400	52,900	52,900	67,900	52,900
INTERNAL TRANSFER					
Water Fund Administration	25,400	23,700	23,700	23,700	23,700
Sewer Fund Administration	73,400	68,300	68,300	68,300	68,300
Future Capital Expenditures Reserve	32,700	0	0	0	0
Recreation Capital Reserve	111,000	0	0	0	0
Short-Term Capital Borrowing (Bylaw #577)	56,800	0	0	0	0
Transfer from Water Fund	0	0	0	0	0
TOTAL INTERNAL TRANSFERS	299,300	92,000	92,000	92,000	92,000
COLLECTIONS FOR OTHERS	485,600	485,600	485,600	485,600	485,600
<u>TOTAL GENERAL FUND REVENUES</u>	<u>1,247,100</u>	<u>1,044,200</u>	<u>1,024,800</u>	<u>1,061,900</u>	<u>1,044,000</u>

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SCHEDULE "B" – GENERAL FUND EXPENDITURES

	2002 BUDGET	2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET
GENERAL GOVERNMENT SERVICES					
Legislative	15,900	15,900	15,900	15,900	15,900
General Administration	147,200	150,100	153,100	156,200	159,300
Other General Government Services	31,700	29,000	29,600	30,200	33,800
TOTAL GENERAL GOVT SERVICES	194,800	195,000	198,600	202,300	209,000
PROTECTIVE SERVICES	13,200	13,500	13,700	14,000	14,300
TRANSPORTATION SERVICES					
Equipment Operation & Maintenance	14,500	14,800	15,100	15,400	15,700
Workshop	10,000	10,200	10,500	10,700	10,900
Total Road Maintenance	36,000	36,700	37,500	38,200	39,000
Traffic Services	11,100	11,300	11,500	11,800	12,000
TOTAL TRANSPORTATION SERVICES	71,600	73,000	74,600	76,100	77,600
ENVIRONMENTAL HEALTH SERVICES	47,800	48,700	49,700	50,700	51,700
ENVIRONMENTAL DEVELOPMENT	3,000	3,100	3,200	3,200	3,300
RECREATION & CULTURAL SERVICES					
Recreation Commission	10,100	10,300	10,500	10,700	10,900
Community Hall	15,900	16,300	16,600	17,000	17,300
Parks	18,400	18,800	19,100	19,500	19,900
MCCERCS	17,700	18,000	6,100	6,300	3,400
TOTAL RECREATION & CULTURE	62,100	63,400	52,300	53,500	51,500
FISCAL SERVICES					
Debt Servicing	38,000	38,000	38,000	38,000	38,000
Transfer to Water Fund	300	0	0	0	0
Transfer to Sewer Fund	36,200	15,000	0	0	0
Transfer to Future Capital Reserves	5,500	2,700	9,100	18,500	13,000
Transfer of Taxes Collected for Others	485,600	485,600	485,600	485,600	485,600
TOTAL FISCAL SERVICES	565,600	541,300	532,700	542,100	536,600
CAPITAL PROJECTS					
Administration	16,000	5,000	5,000	5,000	5,000
Public Works	116,000	95,000	95,000	95,000	95,000
Recreation	157,000	6,200	0	20,000	0
TOTAL CAPITAL PROJECTS	289,000	106,200	100,000	120,000	100,000
<u>TOTAL GENERAL EXPENDITURES</u>	<u>1,247,100</u>	<u>1,044,200</u>	<u>1,024,800</u>	<u>1,061,900</u>	<u>1,044,000</u>
General Fund Surplus (Deficit)	0	0	0	0	0
Consolidated Funds Surplus (Deficit)	0	0	0	0	0

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SCHEDULE "C" – WATER FUND REVENUES & EXPENDITURES

	2002 BUDGET	2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET
TAXES	48,100	32,300	30,200	26,000	26,000
SALE OF SERVICES	83,900	83,900	81,700	74,800	74,800
OTHER REVENUES	9,600	5,600	5,600	5,600	3,900
TRANSFER FROM OTHER FUNDS	300	0	0	0	0
<u>TOTAL WATER FUND REVENUES</u>	<u>141,900</u>	<u>121,800</u>	<u>117,500</u>	<u>106,400</u>	<u>104,700</u>
GENERAL GOVERNMENT SERVICES	26,600	26,600	26,600	26,600	26,600
ENVIRONMENTAL HEALTH SERVICES					
Water Supply & Distribution System					
Pumping	35,300	36,000	36,800	37,500	38,200
Other System Maintenance	18,400	18,700	19,000	19,400	19,900
Total Water Supply & Distribution System	53,700	54,700	55,800	56,900	58,100
TOTAL ENVIRONMENTAL HEALTH	53,700	54,700	55,800	56,900	58,100
FISCAL SERVICES					
Debt Servicing					
Long-Term Interest	3,800	5,800	3,700	0	0
Principal Installments	2,100	8,800	8,700	0	0
Total Debt Servicing	5,900	14,600	12,400	0	0
Transfer to Future Reserves	0	5,900	2,700	2,900	0
Transfer to General Revenue Fund	0	0	0	0	0
TOTAL FISCAL SERVICES	5,900	20,500	15,100	2,900	0
TOTAL CAPITAL PROJECTS	55,700	20,000	20,000	20,000	20,000
<u>TOTAL WATER FUND EXPENDITURES</u>	<u>141,900</u>	<u>121,800</u>	<u>117,500</u>	<u>106,400</u>	<u>104,700</u>
SURPLUS (DEFICIT)	0	0	0	0	0

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SCHEDULE "D" – SEWER FUND REVENUES & EXPENDITURES

	2002 BUDGET	2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET
TAXES	41,600	41,600	41,600	28,000	28,000
SALE OF SERVICES	119,300	141,600	158,700	146,700	149,100
TRANSFER FROM GENERAL FUND	36,200	15,000	0	0	0
<u>TOTAL SEWER FUND REVENUES</u>	<u>197,100</u>	<u>198,200</u>	<u>200,300</u>	<u>174,700</u>	<u>177,100</u>
GENERAL GOVERNMENT SERVICES	73,900	73,900	73,900	73,900	73,900
ENVIRONMENTAL HEALTH SERVICES					
Sewage Collection & Disposal					
Collection System Maintenance	8,700	9,000	9,200	9,500	9,800
Lift Station Maintenance	15,100	14,400	14,900	15,300	15,800
Sewage Treatment Plant	48,400	49,900	51,300	52,900	54,500
Total Sewage Collection & Disposal	72,200	73,300	75,400	77,700	80,100
TOTAL ENVIRONMENTAL HEALTH	72,200	73,300	75,400	77,700	80,100
FISCAL SERVICES					
Debt Servicing					
Long-Term Interest	16,200	16,200	16,200	10,300	10,300
Principal Installments	34,800	34,800	34,800	12,800	12,800
Total Debt Servicing	51,000	51,000	51,000	23,100	23,100
Transfer to Future Reserves	0	0	0	0	0
TOTAL FISCAL SERVICES	51,000	51,000	51,000	23,100	23,100
TOTAL CAPITAL PROJECTS	0	0	0	0	0
<u>TOTAL SEWER FUND EXPENDITURES</u>	<u>197,100</u>	<u>198,200</u>	<u>200,300</u>	<u>174,700</u>	<u>177,100</u>
SURPLUS (DEFICIT)	0	0	0	0	0