



THE CORPORATION OF THE CITY OF DAWSON CREEK

2021-2025 FINANCIAL PLAN BYLAW NO. 4496, 2021

THE CORPORATION OF THE CITY OF DAWSON CREEK

BYLAW NO. 4496

A bylaw of the Corporation of the City of Dawson Creek (hereinafter called "the City") respecting the Financial Plan for the years 2021 – 2025.

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 February 4, 2021.

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

1. This Bylaw may be cited for all purposes as the **"2021-2025 FINANCIAL PLAN BYLAW NO. 4496, 2021"**
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, 2021.
3. Financial Plan Bylaw No. 4473, 2020, is hereby repealed.

READ a first time this 22nd day of February, 2021.

READ a second time this 22nd day of February, 2021.

READ a third time this 22nd day of February, 2021.

ADOPTED this 22nd day of February, 2021.

CERTIFIED A TRUE AND CORRECT COPY of Bylaw No. 4496 cited as "2021-2025 FINANCIAL PLAN BYLAW NO. 4496, 2021.

ORIGINAL SIGNED BY

Brenda Ginter
Director of Corporate Administration

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

ORIGINAL SIGNED BY

Dale Bumstead - Mayor

ORIGINAL SIGNED BY

Brenda Ginter - Director of Corporate Administration

City of Dawson Creek
2021-2025 Financial Plan Bylaw No. 4496, 2021
Schedule "A"

	2021	2022	2023	2024	2025
Proposed Funding Sources					
Net Municipal Property Taxes	18,362,286	19,523,268	20,550,519	21,589,746	22,696,690
Government Transfers - Operational	17,312,175	16,743,774	16,770,910	16,798,498	16,822,048
Collections for Other Governments	7,517,427	7,517,427	7,517,427	7,517,427	7,517,427
Fees and Charges	3,037,662	3,292,488	3,355,768	3,421,751	3,490,854
Other Revenues	669,976	971,976	991,976	986,976	981,976
Grants in lieu	1,388,936	1,411,110	1,411,110	1,415,468	1,438,085
Return on Investments	242,250	212,250	212,250	212,250	212,250
General Operating Revenues	48,530,711	49,672,293	50,809,960	51,942,116	53,159,331
Water Utility Revenues	6,045,474	6,165,584	6,288,095	6,413,057	6,540,518
Sewer Utility Revenues	3,997,113	4,077,056	4,158,597	4,241,769	4,326,604
Total Operating Funding Sources	58,573,299	59,914,932	61,256,652	62,596,942	64,026,453
Government Transfers - Capital	6,862,488	958,616	593,616	619,569	-
Transfer from Capital Reserves (CF)	3,569,535	-	-	-	-
Interest on Capital Reserve	210,500	215,275	215,978	226,688	227,404
Other Capital Funding/Reserves	-	-	-	-	-
Borrowing	-	5,000,000	9,000,000	8,000,000	5,000,000
Total Capital Funding Sources	10,642,523	6,173,891	9,809,594	8,846,257	5,227,404
Statutory Reserve Revenue	8,595	8,595	8,595	8,595	8,595
Cemetery Transfers	4,673	6,500	6,500	6,500	6,500
TOTAL PROPOSED FUNDING SOURCES	69,229,090	66,103,918	71,081,341	71,458,294	69,268,952
Proposed Expenditures					
General Administrative	4,377,771	4,306,424	4,205,569	4,241,830	4,306,152
Environmental Development	735,786	759,593	764,205	768,908	773,706
Environmental Waste Services	993,773	1,010,619	1,030,066	1,049,902	1,070,134
Protective Services	9,282,810	9,394,286	9,619,306	9,850,657	10,088,530
Cemetery Maintenance	158,053	160,805	163,611	166,474	169,394
Transportation Services	6,688,981	6,937,913	7,039,578	7,158,843	7,252,986
Recreation Services	8,346,876	8,461,172	8,557,155	8,650,381	8,745,471
Government Transfers - Operational	7,517,427	7,517,427	7,517,427	7,517,427	7,517,427
Debt Services (Interest & Principal)	3,710,729	4,167,544	4,912,890	5,338,398	5,018,083
General Operating Expenditures	41,812,207	42,715,783	43,809,806	44,742,819	44,941,884
Water Utility Expenditures	3,124,275	3,201,973	3,502,726	3,274,335	3,311,676
Sewer Utility Expenditures	1,363,068	1,197,640	1,202,210	1,301,870	1,306,624
Total Operating Expenditures	46,299,549	47,115,395	48,514,742	49,319,025	49,560,184
General Capital Projects	13,492,098	12,133,616	12,593,616	13,019,569	12,800,000
Water Capital Projects	2,614,618	1,650,000	1,500,000	1,950,000	2,150,000
Sewer Capital Projects	2,800,131	1,750,000	5,700,000	4,500,000	1,451,159
Equipment Pool Projects	1,069,000	625,000	625,000	625,000	625,000
Total Capital Expenditures	19,975,847	16,158,616	20,418,616	20,094,569	17,026,159
Transfer to Accumulated Surplus	760,023	1,188,922	695,300	836,831	1,229,752
Transfer to Capital Reserves	2,265,075	1,522,390	1,334,088	1,089,273	1,334,263
Transfer to (from) Statutory Reserves/GNL Restrict	(71,405)	118,595	118,595	118,595	118,595
Total Transfers to Acc. Surplus and Reserves	2,953,694	2,829,907	2,147,982	2,044,700	2,682,609
TOTAL PROPOSED EXPENDITURES	69,229,090	66,103,918	71,081,341	71,458,294	69,268,952

City of Dawson Creek
2021-2025 Financial Plan Bylaw No.4496, 2021
Schedule “B”
Statement of Objectives and Policies

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 updated annually as per CPI Policy 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.

City of Dawson Creek
2021-2025 Financial Plan Bylaw No.4496, 2021
Schedule “B”
Statement of Objectives and Policies

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 forwarded are funded by capital reserves transfers. Development Cost Charges (DCC) reserve are transferred to specific projects.

Proportion of Total Revenue

The 2021 proportion of total revenue proposed to be raised from each funding sources, is as follows:

Funding Source	% of Total	Dollar Value
Municipal Property Taxes	26.5%	\$ 18,362,286
Fees & Charges	18.8%	13,040,249
Other Sources:		
- Government Transfers	37.0%	25,603,599
- Collection to Other Govt.	10.9%	7,517,427
- Other Revenue	1.6%	1,122,726
Transfer from Reserves		
- Capital Reserves	5.1%	3,569,535
- Other Reserves	0.1%	13,268
Total	100.0%	\$ 62,229,090

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.

City of Dawson Creek
2021-2025 Financial Plan Bylaw No.4496, 2021
Schedule “B”
Statement of Objectives and Policies

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	42.5%	\$ 7,156,104
2 – Utilities	0.5%	82,590
4 – Major Industry	2.3%	380,304
5 – Light Industry	2.6%	443,056
6 – Business	52.1%	8,776,693
8 – Rec/Non Profit	-	5,190
9 – Farm	-	5,810
Total	100%	\$ 16,849,747

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
2021-2025 Financial Plan Bylaw No. 4496, 2021
Schedule "C"
Summary of Capital Projects

		Summary Capital Projects				
		2021	2022	2023	2024	2025
	Airport	-	985,000	500,000	-	
	Facilities	2,147,609	1,327,771	1,715,000	2,000,000	1,855,000
	Paving	3,577,500	8,845,845	9,403,616	10,044,569	10,180,000
	Sidewalk/Flood Mitigation	5,967,722	175,000	175,000	175,000	175,000
	Drainage	-	800,000	800,000	800,000	590,000
Total General New Projects		11,692,831	12,133,616	12,593,616	13,019,569	12,800,000
Water Projects		2,005,481	1,650,000	1,500,000	1,950,000	2,150,000
Sewer Projects		1,893,000	1,750,000	5,700,000	4,500,000	1,451,159
Equipment Pool Projects		815,000	625,000	625,000	625,000	625,000
Total New Projects		16,406,312	16,158,616	20,418,616	20,094,569	17,026,159
Total Carry Forward		3,569,535	-	-	-	-
Total Capital Project		19,975,847	16,158,616	20,418,616	20,094,569	17,026,159
Capital Projects Sources of Funding						
	PRA Allocation to Capital	5,675,109	6,540,000	7,000,000	7,400,000	7,800,000
	Conditional Government Grants	6,294,523	-	-	-	-
	Grants from Gas Funds (Reserve and Actual)	-	593,616	593,616	619,569	-
	Water Infrastructure	1,678,680	1,650,000	1,500,000	1,950,000	2,150,000
	Sewer Infrastructure	1,893,000	1,750,000	1,700,000	1,500,000	1,451,159
	Equipment Pool Reserve	815,000	625,000	625,000	625,000	625,000
	Long-Term Borrowing - General	-	5,000,000	5,000,000	5,000,000	5,000,000
	Long-Term Borrowing - Sewer	-	-	4,000,000	3,000,000	-
	Interest (Current)	50,000	-	-	-	-
	Carryforward Capital Reserve	3,569,535	-	-	-	-
Total Sources of Funding		19,975,847	16,158,616	20,418,616	20,094,569	17,026,159