



# NOTICE OF MEETING AND AGENDA SPECIAL COUNCIL MEETING

Tuesday, April 30, 2024, 10:00 AM  
Village Office, 495 Hot Springs Road,  
Harrison Hot Springs, BC V0M 1K0

**THIS MEETING WILL BE CONDUCTED IN-PERSON AND VIA ZOOM VIDEO CONFERENCE**

<b>1. CALL TO ORDER</b>
Meeting called to order by Mayor Wood Acknowledgement of Sts'ailes traditional territory.
<b>2. INTRODUCTION OF LATE ITEMS</b>
<b>3. APPROVAL OF AGENDA</b>
<b>4. REPORTS FROM STAFF</b>
<b>5. BYLAWS</b>
(a) 2024-2028 Financial Plan Bylaw No. 1202, 2024 <span style="float: right;">Page 1</span>  Recommendation:  THAT the 2024-2028 Financial Plan Bylaw No. 1202, 2024 be adopted.
<i>The following item is contingent upon the adoption of item 5(a) – 2024-2028 Financial Plan Bylaw No. 1202, 2024. If that bylaw is not adopted, this item will need to be removed from the agenda by two-thirds vote.</i>
(b) Report of Chief Financial Officer dated April 15, 2024 <span style="float: right;">Page 5</span> 2024 Tax Rate Bylaw No. 1203, 2024  Recommendations:  THAT Tax Rate Bylaw No. 1203, 2024 be introduced and given first reading; and  THAT Tax Rate Bylaw No. 1203, 2024 be given second and third readings.
<b>6. NEW BUSINESS</b>
<b>7. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)</b>
<b>8. ADJOURNMENT</b>

Tyson Koch  
Chief Administrative Officer





VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1202, 2024

A Bylaw of the Village of Harrison Hot Springs to establish the 2024 – 2028 Financial Plan

WHEREAS the Community Charter requires the municipality to adopt a five-year financial plan annually;

AND WHEREAS public consultation regarding the financial plan was provided by way of an open meeting;

NOW THEREFORE the Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS AS FOLLOWS:

- 1. That Schedule "A" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan for the years 2024 - 2028.
2. That Schedule "B" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan Objectives and Policies Statement for the year 2024 – 2028.
3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 1202, 2024"
4. Bylaw No. 1187, 2023, 2023 – 2027 Financial Plan and all amendments are hereby repealed.

READ A FIRST TIME THIS 11th DAY OF MARCH, 2024

READ A SECOND TIME THIS 3rd DAY OF APRIL, 2024

READ A THIRD TIME THIS 3rd DAY OF APRIL, 2024

RECONSIDERED AMENDED AND ADOPTED THIS DAY OF , 2024

Mayor

Corporate Officer

**BYLAW NO. 1202, 2024  
SCHEDULE "A"  
2024-2028 Financial Plan**

	2024	2025	2026	2027	2028
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
<b>REVENUES:</b>					
PROPERTY TAXES - MUNICIPAL	2,857,115	2,822,076	2,890,464	2,960,550	3,029,508
COLLECTIONS OTHER GOVERNMENTS & AGENCIES	2,300,260	2,371,870	2,419,312	2,467,703	2,517,057
PENALTIES & INTEREST - TAXES	-	-	-	-	-
UTILITY CO. 1% REVENUE TAXES	44,733	45,628	46,540	47,471	48,420
PAYMENTS IN LIEU OF TAXES	6,400	6,400	6,528	6,659	6,792
TOTAL TAXES COLLECTED	5,208,508	5,245,974	5,362,844	5,482,383	5,601,777
REMITTANCES OTHER GOVERNMENTS & AGENCIES	(2,300,260)	(2,371,870)	(2,419,312)	(2,467,703)	(2,517,057)
NET TAXES FOR MUNICIPAL PURPOSES	2,908,248	2,874,104	2,943,532	3,014,680	3,084,720
REVENUE FROM OWN SOURCES	2,406,204	2,441,285	2,482,787	2,525,103	2,569,329
GRANTS AND DONATIONS	11,106,020	567,000	578,340	589,907	601,705
DCC	3,207,670	-	-	-	-
CONTRIBUTED ASSETS	-	-	-	-	-
TOTAL REVENUE	\$19,628,142	\$5,882,389	\$6,004,659	\$6,129,690	\$6,255,754
<b>EXPENSES:</b>					
LEGISLATIVE	215,924	218,307	226,091	234,252	238,334
GENERAL GOVERNMENT	1,585,141	1,374,086	1,398,266	1,423,025	1,449,822
PROTECTIVE SERVICES	348,409	333,016	339,301	345,714	352,300
DEVELOPMENT PLANNING	332,700	125,154	127,657	130,210	132,814
TOURISM AND COMMUNITY IMPROVEMENT	416,678	298,091	304,447	310,943	317,653
ENGINEERING, TRANSPORTATION, STORM WATER	930,668	922,575	935,088	947,831	960,557
SOLID WASTE	246,971	259,140	263,823	268,600	273,972
PARKS, RECREATION & CULTURAL SERVICES	645,959	650,246	659,777	669,516	679,266
WASTEWATER UTILITY	1,002,561	1,026,392	1,043,288	1,060,496	1,078,783
WATER UTILITY	593,266	601,799	610,522	619,432	628,846
DEBT- INTEREST	13,200	13,200	13,200	13,200	13,200
TOTAL EXPENDITURES	6,331,477	5,822,006	5,921,460	6,023,219	6,125,546
SURPLUS (DEFICIT)	\$13,296,665	\$60,383	\$83,199	\$106,471	\$130,208
<b>CAPITAL, DEBT, RESERVES, TRANSFERS &amp; BORROWING</b>					
<b>BORROWING</b>					
CAPITAL EXPENDITURES	(15,604,629)	(111,180)	(113,404)	(115,671)	(117,984)
REPAYMENT ON DEBT	(31,100)	(31,100)	(31,100)	(31,100)	(31,100)
PROCEEDS OF DEBT	-	-	-	-	-
CONTRIBUTIONS TO RESERVES	(1,268,470)	(1,215,283)	(1,238,099)	(1,261,372)	(1,285,109)
TRANSFERS FROM RESERVES	2,421,534	111,180	113,404	115,672	117,985
APPROPRIATION FROM SURPLUS	-	-	-	-	-
EQUITY IN TANGIBLE CAPITAL ASSETS	1,186,000	1,186,000	1,186,000	1,186,000	1,186,000
	\$(13,296,665)	\$(60,383)	\$(83,199)	\$(106,471)	\$(130,208)
SURPLUS (DEFICIT) PLUS CAPITAL, DEBT	0	0	0	0	0

**BYLAW NO. 1202, 2024**  
**SCHEDULE “B”**  
**2024 FINANCIAL PLAN OBJECTIVES AND POLICIES**

In accordance with Section 165(3.1) of the *Community Charter*, the Village of Harrison Hot Springs is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
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 2024. Property taxes usually form the greatest proportion of revenue for operations. As a revenue source, property taxation offers a stable and reliable source of revenues for services such as:

- Governance & Administration
- Operations & Public Works
- Protective Services
- Recreation, Parks & Culture

User fees and charges typically form the second largest proportion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges are applied include water and sewer usage, solid waste management and pay parking – these are charged on a user pay basis. User fees are designed to apportion the value of a service to those who use the service.

**Table 1: 2024 Funding Sources**

<b>Revenue Source</b>	<b>% of Total Revenue</b>	<b>Dollar Value</b>
Property Taxes including Payments in Lieu	<b>13.2%</b>	<b>\$2,908,248</b>
Utility Service Fees	<b>2.4%</b>	<b>\$521,860</b>
User fees	<b>6.1%</b>	<b>\$1,333,730</b>
Reserves	<b>10.7%</b>	<b>\$2,421,534</b>
Surplus	<b>0%</b>	<b>\$0</b>
DCC Revenues	<b>14.6%</b>	<b>\$3,207,670</b>
Grants/Donations	<b>50.6%</b>	<b>\$11,106,020</b>
Other sources	<b>2.5%</b>	<b>\$550,613</b>

**Objective and Policies**

- to continue to seek grants for major infrastructure repair and replacement
- to keep the public well-informed about projects and initiatives
- to review utility participation rates to ensure they are equitably funded
- to establish reserve policies to assist in the funding of future capital replacements and to ensure tax rates remain stable
- to ensure that Village services are financially sustainable

## Distribution of Property Taxes

Table 2 outlines the projected distribution of property taxes among the property classes.

**Table 2: 2024 Distribution of Property Tax Rates**

<b>Property Class</b>	<b>% of Total Property Taxation</b>
<b>Residential (1)</b>	<b>69%</b>
<b>Business (6)</b>	<b>26%</b>
<b>Recreation/Non-profit (8)</b>	<b>5%</b>

## Policies and Objectives

- Ensure that Village services are financially sustainable
- Set property tax rates that are based on principals of equity and responsiveness to current economic trends
- Regularly review and compare the Village’s distribution of tax burden relative to other similar municipalities in British Columbia
- Continue to seek grants for major infrastructure renewal and projects
- Keep the public well-informed about projects and initiatives
- Maintain reserve funds for the funding of future capital replacements
- Maintain reserve funds to stabilize tax rates when required

## Permissive Tax Exemptions

### Policies & Objectives

Council may consider a revitalization tax exemption in conjunction with its Financial Plan, for the purpose of providing incentives for development and revitalization of property within the Village.

File No: 1820  
Date: April 15, 2024

To: Mayor and Council  
From: Scott Schultz, Chief Financial Officer  
Subject: 2024 Tax Rate Bylaw No. 1203, 2024

**RECOMMENDATIONS**

THAT Tax Rate Bylaw No. 1203, 2024 be introduced and given first reading; and  
THAT Tax Rate Bylaw No. 1203, 2024 be introduced and given second and third readings.

**SUMMARY**

To present a 2024 Tax Rate bylaw for Council's consideration as required by section 197 of the *Community Charter*.

**BACKGROUND**

The 2024 budget has determined that the amount required to be raised from property taxes for municipal purposes is \$2,857,115.

As per the Council motion at the February 20, 2024 Special Meeting of Council, the tax rate multiplier was to be adjusted to reflect a more balanced percentage increase for each class of property. That adjustment resulted in the ratios for class 6 (Business) moving from 3.62 to 3.04, and class 8 (Recreation/Non-profit) moving from 4.79 to 3.66.

**DISCUSSION**

On an annual basis, Council must establish tax rates to be applied to all properties in the Village of Harrison Hot Springs to levy funds for Municipal, Regional District and Regional Hospital District purposes.

For municipal purposes the Village has three rate classes of property with assessed value; the proposed allocation between these assessment classes for 2024 is as follows:

<b>Tax Revenue Breakdown By Class (2024)</b>		
<b>Class</b>	<b>Tax Revenue</b>	<b>%</b>
Residential (1)	\$ 1,970,884	69.0%
Business (6)	\$ 736,259	25.8%
Recreational/Non Profit (8)	\$ 149,972	5.2%
	<b>\$ 2,857,115</b>	<b>100.0%</b>

Schedule I attached outlines the tax rates for 2024 General Municipal Purposes.

Regional District and Hospital District rates are determined by the Fraser Valley Regional District and the taxes are collected by the municipality on their behalf.

Schedule II outlines the rates levied for Regional District and Regional Hospital District services per \$1,000 of assessed taxable property value.

**FINANCIAL CONSIDERATIONS**

There are no additional financial considerations to this report.

**POLICY CONSIDERATIONS**

There are no policy considerations related to this report.

Respectfully submitted:

Reviewed by:



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Scott Schultz  
Chief Financial Officer, Deputy CAO

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Tyson Koch  
Chief Administrative Officer

Attachment: Draft Tax Rate Bylaw No.1203, 2024





VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1203

A Bylaw to establish tax rates for 2024

The Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS AS FOLLOWS:

- 1. The following rates are hereby imposed and levied for the year 2024
(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 Schedule I attached hereto and forming a part of this bylaw.
(b) For Regional Hospital District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "A" of Schedule II attached hereto and forming a part of this bylaw.
(c) For Regional District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "B" of Schedule II attached hereto and forming a part of this bylaw.
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 Rate Bylaw No. 1203, 2024."

REPEAL

- 4. Bylaw No. 1188, 2023 Tax Rate Bylaw is hereby repealed.

READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF
READ A SECOND TIME THIS DAY OF
READ A THIRD TIME THIS DAY OF
ADOPTED THIS DAY OF

Mayor

Corporate Officer

## BYLAW NO. 1203, 2024

## SCHEDULE I

## GENERAL MUNICIPAL PURPOSES

<b>General Municipal Tax Rates (Dollars of Tax per \$1,000 Taxable Value)</b>	
<b>Property Class</b>	<b>Tax Rate</b>
1. Residential	2.03405
2. Utilities	7.11919
3. Supportive Housing	2.03405
4. Major Industry	6.91579
5. Light Industry	6.91579
6. Business / Other	6.18353
7. Managed Forest Land	6.10216
8. Recreation / Non-Profit	7.44464
9: Farm	2.03405

**BYLAW NO. 1203, 2024****SCHEDULE II**

<b>Regional &amp; Hospital Tax Rates (Dollars of Tax per \$1,000 Taxable Value)</b>			
<b>Property Class</b>	<b>A Regional Hospital</b>	<b>B Regional District</b>	<b>Total</b>
1. Residential	0.08963	0.16838	0.25801
2. Utilities	0.31376	0.58937	0.90313
3. Supportive Housing	0.08963	0.16838	0.25801
4. Major Industry	0.30475	0.57248	0.87724
5. Light Industry	0.30475	0.57248	0.87724
6. Business / Other	0.21961	0.41254	0.63215
7. Managed Forest Land	0.26890	0.50513	0.77403
8. Recreation / Non-Profit	0.08963	0.16838	0.25801
9: Farm	0.08963	0.16838	0.25801