



SPECIAL REGULAR MEETING

REVISED

For the **SPECIAL REGULAR MEETING** of Council to be held on May 4, 2023, at 4:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Recommendation:

THAT the Agenda for the Special Regular Council Meeting of May 4, 2023, be adopted as presented.

3. BYLAWS

a) 2023 Five-Year Financial Plan Bylaw No. 3517, 2023 - Revised

Recommendation:

THAT Council introduces and gives First, Second and Third Readings to the City of Prince Rupert 2023 Five Year Financial Plan Bylaw No. 3517, 2023.

b) Report from the Chief Financial Officer Re: 2023 Property Tax Bylaw No. 3518, 2023

Recommendation:

THAT Council gives introduce and gives First, Second and Third Readings to the 2023 Property Tax Bylaw No. 3518, 2023.

4. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

5. ADJOURNMENT TO CLOSED

Recommendation:

THAT Council adjourn to a Closed Meeting under Section 90 of the Community Charter to consider items relating to one or more of the following:

- 90.1 (c) labour relations or other employee relations; and,
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.



REPORT TO COUNCIL

Regular Meeting of Council

DATE: May 4 2023
TO: Robert Buchan, City Manager
FROM: Corinne Bomben, Chief Financial Officer

SUBJECT: 2023 FIVE YEAR FINANCIAL PLAN BYLAW NO. 3517, 2023

RECOMMENDATION:

THAT Council introduce and give First, Second and Third reading to the 2023 Five Year Financial Plan Amendment Bylaw No. 3517, 2023.

REASON FOR REPORT:

Under the *Community Charter*, Council is required to pass a Five Year Financial Plan Bylaw prior to adopting an annual property tax bylaw.

BACKGROUND:

Council provided direction on April 24, 2023 to increase the property tax rate to balance the 2023 budget. The attached bylaw has been prepared as directed. The Bylaw presented also now includes all expected critical linear infrastructure replacement and expanded funding for critical sewer piping adjacent to the water mains.

ANALYSIS:

Subsequent to the direction provided on April 24, 2023, staff were made aware of the opportunity to obtain additional grants to contribute towards the in-tandem sewer linear piping work that is considered a critical risk item in the Infrastructure Replacement Strategy. A condition of qualifying for this grant is for the City to commit to conducting a larger portion of sewer piping replacement in the financial plan.

The total estimate for replacing water and sewer mains in the critical 26 kilometer section of the City is \$205M. This expenditure is now included in the financial plan acknowledging the commitment towards conducting the infrastructure renewal. \$5M is engineering and design, \$130M is for water works, with the remaining \$70M for similar vintage and condition sewer lines. These must be replaced at the same time as the water mains since a failure of the sewer lines could also impact adjacent infrastructure and potentially cause the water system to fail. It would also be far more costly (and

disruptive to the community) to excavate the same road system twice to replace these systems at different times.

Staff are working on raising funding from the Federal government and securing additional sources of revenues to minimize the financial impact of this critical work on the tax/rate payer. To qualify for the grants staff were made aware of, the budget includes the City contributing \$40M in borrowing for sewer main replacement at Table 11 of the attached. Presently, borrowing would be repaid through utility fees, however staff are looking to reduce this debt requirement through new revenue streams.

Should the attached Five Year Financial Plan bylaw pass, the borrowing bylaw process will begin with more information available for Council and the public to consider. The borrowing bylaw process includes a requirement for public authorization to borrow for the sewer and the design works necessary to proceed with critical infrastructure replacement.

LINK TO STRATEGIC PLAN:

This bylaw is required in accordance with section 165 of the *Community Charter*.

CONCLUSION:

THAT Council give first second and third reading to the 2023 Five Year Financial Plan Amendment Bylaw No. 3517, 2023.

Report Prepared By:

Report Reviewed By:

Corinne Bomben,
Chief Financial Officer

Robert Buchan,
City Manager

Attachment:

- 2023 Five Year Financial Plan Amendment Bylaw No. 3517, 2023

Originally signed available upon request

CITY OF PRINCE RUPERT

2023 FIVE YEAR FINANCIAL PLAN BYLAW NO. 3517, 2023

A BYLAW FOR THE CITY OF PRINCE RUPERT RESPECTING THE FIVE YEAR FINANCIAL PLAN FOR THE PERIOD 2023 - 2027

The Council of the City of Prince Rupert in an open meeting assembled, enacts as follows:

1. **Schedule “A”** attached hereto and made part of this Bylaw is hereby declared to be the Five Year Financial Plan of the City of Prince Rupert for the period ending December 31st, 2027.
2. This Bylaw may be cited as **“2023 Five Year Financial Plan Bylaw No. 3517, 2023”**.

Read a First time this ___ day of May, 2023.

Read a Second time this ___ day of May, 2023.

Read a Third time this ___ day of May, 2023.

Final Consideration and Adopted this ___ day of May, 2023.

Mayor

Corporate Administrator

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CITY OF PRINCE RUPERT

2023 Five Year Financial Plan

The *Community Charter* requires certain information be presented as part of the Five Year Financial Plan. The following Section citations reference the *Community Charter*:

1. Portion of Funding from Revenue Sources (Section 165 (3.1)a)

Table One (1) shows the proportion and value of the total revenue proposed to be raised from each funding source in 2023. Grants and other miscellaneous revenues form the largest portion of planned revenue as the City is undertaking many large Capital projects (for example Water Treatment/Transmission, Water Line renewal, Waterfront Development) for which large grants have been received.

New debt to be advanced forms the second largest funding source in 2023 as the City is borrowing to build the new RCMP Detachment, provide contributory funds for grants received for Water Capital projects, and replace Sewer lines in tandem with Water line Renewal. Property value taxes are the largest revenue source to support City operations. The property taxation system is relatively easy to administer and understand. It provides a stable and consistent source of revenue for many services that are difficult or undesirable to fund on a user-pay basis. These include services such as fire protection, police protection, bylaw enforcement, libraries, and street maintenance. For these reasons, property value taxation will continue to be the major source of municipal revenue.

Table 1

Funding Source	Percentage (%) of Revenue	Amount (\$)
Municipal Property Taxes	15%	25,999,000
Payment in Lieu of Taxes & Prov. Grants	2%	3,446,000
User Fees & Charges	11%	18,961,000
Accruals	1%	2,400,000
Reserves	8%	14,337,000
Accumulated General Operating Surplus	1%	1,006,000
Accumulated Utilities Operating Surplus	3%	4,980,000
Grants and Other Miscellaneous Revenue	30%	52,230,000
Dividend- Prince Rupert Legacy	4%	6,239,000
Debt Financing	25%	43,089,000
Total	100%	172,687,000

Objective

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CITY OF PRINCE RUPERT

2023 Five Year Financial Plan

- Council will attempt to increase the proportion of City revenue that is derived from sources other than property taxes.

Policy

- Council reviews the fees charged for various services to ensure that the users of the service are paying a fair portion of the operating and capital cost of the service;
- Council will supplement infrastructure expenditures by aggressively pursuing federal and provincial grants; and,
- Council will encourage staff to develop new revenue sources.

2. Distribution of Property Value Taxes (Section 165 (3.1)(b))

The City of Prince Rupert determines the current tax rate for each property class by first adjusting the prior year’s tax rate by the BC Assessment generated statistic for *Change in Property Assessment Market Value* for that property classification. The adjusted tax rate is then increased or decreased by the percentage tax increase that Council has set for the current Financial Year.

By providing this consistency, taxpayers in the various classes have stability and confidence in knowing how their future tax bills will be calculated. The City also is required to follow the Provincial Regulation which sets the maximum rates for Port Property Taxes at \$27.50/\$1,000, and \$22.50/\$1,000 for property and improvements that are listed in the Regulation.

Table (2) shows the current property tax revenues of each classification except those classes with zero tax revenue:

Table 2

Property Class	% of Tax Revenue	Amount (\$)
Residential	32%	8,295,000
Utility	1%	330,000
Major Industry	27%	7,031,000
Major Industry Port Property Tax Act	15%	3,779,000
Light Industry	3%	741,000
Business	22%	5,801,000
Recreation	0%	22,000
Total	100%	25,999,000

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2023 Five Year Financial Plan

Objective

- Council will encourage economic development by minimizing tax increases.

Policy

- Council will review user fees to ensure that they are appropriate;
- Council will rely primarily on new development and grant opportunities to fund infrastructure and new amenities;
- Council will encourage economic development by providing the stability of using a consistent methodology for calculating property tax levies;
- Council will continue to review its existing permissive property tax exemption practices;

3. Use of Permissive Tax Exemptions (Section 165 (3.1)(c))

Each year the City of Prince Rupert approves partial or full permissive tax exemptions for properties within the community.

Objectives

- Council will continue to provide permissive tax exemptions;
- Council will permit exemptions according to the Permissive Tax Exemption Policy;
- Council will permit exemptions to revitalize the downtown core

Policy

- Permissive tax exemptions will be considered in conjunction with:
 - a. The value of other assistance being provided by the Community;
 - b. The amount of revenue that the City will lose or forgo if the exemption is granted;
 - c. City of Prince Rupert Permissive Tax Exemption Bylaw 3501, 2022
 - d. Downtown Core Revitalization Tax Exemption Program Bylaw 3466, 2020.

Table 3 shows the properties which received permissive tax exemptions for 2023. The approximate amount of Municipal Tax exempted is \$406,000.

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CITY OF PRINCE RUPERT

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Table 3

Places of Worship (Exclude Statutory Exempt Portion) - Exempt for the years 2023 to 2027		
Bishop of New Caledonia (Anglican Cathedral)	\$	556.55 0001839.000
Prince Rupert Congregation of Jehovah's Witnesses		583.36 0002772.050
Church of Jesus Christ of Latter Day Saints Church		745.47 0091420.000
Cornerstone Mennonite Brethren Church		333.54 0002000.000
Fellowship Baptist Church		525.98 0003323.000
The Salvation Army		1,544.24 0001041.000
Harvest Time United Pentecostal Church		226.15 0003175.000
Indo-Canadian Sikh Association Temple		189.31 0002980.000
Prince Rupert Church of Christ Church		1,062.55 0009855.000
Prince Rupert Native Pentecostal Revival Church		391.94 0001038.000
Prince Rupert Sikh Missionary Society Temple		831.69 0006391.000
First United Church		38.02 0002099.000
First United Church (parking lot)		911.72 0002098.000
First United Church (parking lot)		911.72 0002097.000
St. Paul's Lutheran Church of Prince Rupert		195.97 0001958.000
Sub-total Places of Worship	\$	9,048.20

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Table 3 (continued)

<u>Other Properties - Exempt for the year 2023</u>		
School District No. 52 (Prince Rupert) (Pacific Coast School)	\$ 7,959.10	0000525.000
School District No. 52 (Prince Rupert) (Pacific Coast School)	143.25	0000300.000
Prince Rupert Senior Citizen's Housing Society	2,480.35	9000089.000
Kaien Senior Citizen's Housing	61.36	0003150.000
Prince Rupert Loyal Order of Moose/Moose Lodge	642.00	0000261.000
Prince Rupert Salmon Enhancement Society	4,970.70	9000323.001
BC Society for the Prevention of Cruelty to Animals	3,131.15	0093225.000
BC Society for the Prevention of Cruelty to Animals	14,826.90	0093227.000
BC Society for the Prevention of Cruelty to Animals	1,890.20	0093230.000
Prince Rupert Curling Club	16,968.05	9000299.000
Prince Rupert Racquet Association	5,600.57	9000322.002
Prince Rupert Performing Arts Centre Society	140,740.45	9000363.000
Prince Rupert Rod & Gun Club	2,752.22	9000416.000
Cultural Dance Centre & Carving House	15,885.97	0000382.000
Museum of Northern BC	48,141.39	9000165.002
Prince Rupert Golf Club	24,113.84	9000322.000
Prince Rupert Golf Club	6,222.75	9000322.001
Prince Rupert Golf Club	1,996.11	9000322.003
Prince Rupert Golf Club	651.55	9000322.004
Jim Pattison Ind. Ltd (Canfisco Municipal Boat Launch Facility and building, 37.5% of the lands and improvements)	33,498.67	9000246.000
North Coast Community Services Society (Previously Prince Rupert Community Enrichment Society)	6,515.55	0000906.000
Friendship House Association of Prince Rupert	19,055.50	0000914.000
Prince Rupert Senior Centre Association	1,026.88	0001044.000
Kaien Island Daycare Services Family Resource Centre	1,041.40	0005167.002
Prince Rupert Aboriginal Community Services Society	2,672.64	0009504.000
The Royal Canadian Legion Branch 27 (Only area used by Legion)	864.62	0000641.000
Navy League Prince Rupert Branch	842.67	9000299.001
Cedar Village Housing Society (Only area assessed as "Residential/Not-for-profit")	17,219.82	0003411.000
Prince Rupert Rowing & Yachting Club (Only area assessed as "Recreation/Non-Profit")	2,586.80	9000214.100
Prince Rupert Indigenous Housing Society (Only area assessed as "Residential/Not-for-profit")	11,995.54	0040511.050
Sub-total other Properties	\$ 396,497.98	
Estimated Annual Total Permissive Property Tax Exemptions	\$ 405,546.18	

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4. Proposed Expenditures (Section 165(4)(a))

Table 4 shows the proposed expenditures for the current year by Fund:

Table 4

Proposed Expenditures	Amount (\$)
Operating Fund	84,992,000
Sewer Utility Fund	24,944,000
Solid Waste Fund	14,550,000
Water Utility Fund	48,201,000
Total	172,687,000

5. Proposed Funding Sources (Section 165(4)(b) & Section 165(7)(a-e))

Table 5 shows the proposed funding sources for the current year:

Table 5

Funding Source	Percentage (%) of Revenue	Amount (\$)
Municipal Property Taxes	15%	25,999,000
Payment in Lieu of Taxes & Provincial Grants	2%	3,446,000
User Fees & Charges	11%	18,961,000
Accruals	1%	2,400,000
Reserves	8%	14,337,000
Accumulated General Operating Surplus	1%	1,006,000
Accumulated Utilities Operating Surplus	3%	4,980,000
Grants and Other Miscellaneous Revenue	30%	52,230,000
Dividend- Prince Rupert Legacy	4%	6,239,000
Debt Financing	25%	43,089,000
Total	100%	172,687,000

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6. Proposed Transfers Between Funds (Section 165(4)(c))

See items 11 and 12 (including Tables 8 and 9) of this Schedule.

7. Amount Required to Pay Interest & Principal on Municipal Debt (Section 165(6)(a))

The amount required to pay interest and principal on municipal debt is approximately \$3,234,000

8. Amount Required for Capital Purposes (Section 165(6)(b))

Capital Purchases

Table 6 shows the 2023 Capital Purchases:

Table 6

Department	Amount (\$)
Fire Protection	1,650,000
Building	4,710,000
Policing	26,142,000
Recreation	255,000
Real Estate	185,000
Civic Improvements	11,090,000
Vehicles & Mobile Equipment (General)	515,000
Vehicles & Mobile Equipment (Water)	165,000
Vehicles & Mobile Equipment (Solid Waste)	1,786,000
Total	46,498,000

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Capital Works

Table 7 shows the 2023 Capital Works:

Table 7

Fund	Amount (\$)
Water Utility	44,319,000
Sewer Utility	23,555,000
Solid Waste Utility	4,000,000
Civic Improvements	123,000
Transportation	1,750,000
Total	73,747,000

9. The Amount Required for a Deficiency (Section 165(6)(c) & Section (165(9))

Nil

10. The Amount Required for Other Municipal Purposes (Section 165(6)(d))

Expenditures for other municipal purposes are \$49,208,000 which is the total from Table 4 of \$172,687,000 less the amounts under Items 7 and 9 (\$3,234,000 and Nil) and the totals from Tables 6 and 7 (\$46,498,000 and \$73,747,000).

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11. Proposed Transfers of Reserves (Section 165(8)(a))

Table 8 proposes the following transfers:

Table 8

Transfer of Reserves	Amount (\$)
From:	
Public Works Equipment Reserve	(807,000)
Land Reserve	(50,000)
Water Treatment Grant Reserve	(8,200,000)
Northern Capital and Planning Grant Reserve	(3,730,000)
RCMP Reserve	(1,100,000)
Duncan Road Improvements Reserve	(150,000)
Sewer Asset Management Reserve	(300,000)
General Operating Fund	(1,648,000)
Total	(15,985,000)
To:	
RCMP Reserve	479,000
Miscellaneous Reserves (interest)	200,000
Rushbrook Parking Program Reserve	88,000
General Capital Works Reserve	400,000
Public Works Equipment Reserve	331,000
Ferry Maint. & Capital Replacement Reserve	150,000
General Operating Fund loan payments	180,000
General Operating Fund Capital Works	510,000
General Operating Fund Capital Purchases	3,035,000
Water Fund Capital Works	8,200,000
Water Fund Capital Purchases	165,000
Solid Waste Fund Capital Works	1,500,000
Solid Waste Fund Capital Purchases	297,000
Sewer Fund Capital Works	450,000
Total	15,985,000

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12. Proposed Transfers of Accumulated Surplus (Section 165(8)(b))

Table 9 shows the Accumulated Operating and Utility Fund Surpluses being used this year to fund operating activities, Special Projects and Capital expenditures.

Table 9

Transfers of Accumulated Surplus	Amount (\$)
From:	
General Operating Fund Surplus	(1,006,000)
Sewer Utility Fund Surplus	(4,980,000)
Total	(5,986,000)
To:	
General Operating Fund Operations	403,000
General Operating Fund Special Projects	203,000
General Operating Fund Capital Purchases	315,000
General Operating Fund Capital Works	85,000
Sewer Utility Fund Capital Works	4,980,000
Total	5,986,000

Schedule "A"

CITY OF PRINCE RUPERT

2023 Five Year Financial Plan

General Operating Fund Departmental Budgets

Tables 10(a) & 10(b) show the General Operating Fund Budgets.

Table 10(a)

GENERAL OPERATING FUND	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027
<u>Revenues by Department</u>					
Airport Ferry	1,157,000	1,527,000	1,566,000	1,598,000	1,630,000
Cemetery	134,000	154,000	159,000	164,000	170,000
Corporate Administration	84,000	84,000	84,000	84,000	84,000
Cow Bay Marina	413,000	417,000	421,000	425,000	443,000
Development Services	626,000	639,000	652,000	665,000	665,000
Economic Development	70,000	70,000	70,000	70,000	70,000
FD 911 Services	84,000	82,000	80,000	78,000	76,000
FD Fire Protective Services	5,000	6,000	6,000	6,000	6,000
Finance	15,000	15,000	15,000	15,000	15,000
Fiscal Revenues	8,044,000	7,799,000	7,377,000	7,337,000	7,450,000
Information Technology	1,000	1,000	1,000	1,000	1,000
PW Engineering	5,000	5,000	5,000	5,000	5,000
PW Common Costs	70,000	71,000	72,000	73,000	74,000
RCMP	145,000	147,000	149,000	151,000	154,000
Rec. Centre Arena	242,000	246,000	250,000	254,000	258,000
Rec. Centre Civic Centre	298,000	310,000	317,000	330,000	343,000
Rec. Centre Community Services	3,000	15,000	15,000	15,000	15,000
Rec. Centre Pool	409,000	418,000	427,000	436,000	445,000
Transit	175,000	180,000	185,000	191,000	197,000
Victim Services	84,000	77,000	77,000	77,000	77,000
Watson Island	400,000	400,000	400,000	400,000	400,000
Subtotal	12,464,000	12,663,000	12,328,000	12,375,000	12,578,000
Property Taxes (existing)	23,621,000	25,999,000	27,446,000	28,791,000	29,527,000
Property Tax Increase (Decrease) - Non-market change	(91,000)	-	-	-	-
Property Tax Increase (Decrease)	2,469,000	1,447,000	1,345,000	736,000	646,000
Appropriated Surplus - COVID 19 Safe Restart Grant	403,000	-	-	-	-
Total Operating Revenues	38,866,000	40,109,000	41,119,000	41,902,000	42,751,000
PR Legacy Inc contributions- Capital Works	178,000	-	-	-	-
PR Legacy Inc contributions- Capital Purchases	2,472,000	-	-	-	-
Conditional Project Grants - Capital Purchases	11,673,000	-	-	-	-
Appropriated Reserves - Capital Works	510,000	-	-	-	-
Appropriated Reserves - Capital Purchases	3,035,000	-	-	-	-
Community Works Fund (Gas Tax) - Capital Purchases	327,000	-	-	-	-
Appropriated Surplus - Capital Purchases	315,000	-	-	-	-
Appropriated Surplus - Capital Works	85,000	-	-	-	-
PR Legacy Inc contributions- Special Projects	272,000	-	-	-	-
Appropriated Surplus - Special Projects	203,000	-	-	-	-
Conditional Project Grants - Special Projects	456,000	-	-	-	-
Loans from MFA - Capital Purchases	26,600,000	-	-	-	-
Total Capital Revenues	46,126,000	-	-	-	-
Total General Operating Fund Revenues	84,992,000	40,109,000	41,119,000	41,902,000	42,751,000

Schedule "A"

CITY OF PRINCE RUPERT

2023 Five Year Financial Plan

Table 10(b)

GENERAL OPERATING FUND	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027
<u>Expenditures by Department</u>					
Airport Ferry	2,519,000	2,597,000	2,804,000	2,926,000	3,062,000
Cemetery	313,000	323,000	329,000	334,000	339,000
Civic Properties	451,000	489,000	496,000	504,000	512,000
Corporate Administration	1,347,000	1,397,000	1,424,000	1,452,000	1,481,000
Cow Bay Marina	403,000	412,000	416,000	420,000	448,000
Development Services	1,526,000	1,562,000	1,589,000	1,616,000	1,628,000
Economic Development	226,000	239,000	243,000	246,000	250,000
FD 911 Services	651,000	681,000	694,000	708,000	721,000
FD Fire Protective Services	4,479,000	4,655,000	4,750,000	4,847,000	4,941,000
FD Emergency Measures	29,000	30,000	30,000	30,000	30,000
Finance	1,144,000	1,187,000	1,211,000	1,235,000	1,260,000
Finance Cost Allocation	(470,000)	(522,000)	(573,000)	(627,000)	(658,000)
Fiscal Expenditures	4,350,000	4,789,000	5,065,000	5,076,000	5,147,000
Governance	414,000	433,000	449,000	465,000	482,000
Grants in Aid to Community Partners	1,841,000	1,892,000	1,923,000	1,954,000	1,985,000
Information Technology	667,000	735,000	747,000	760,000	773,000
Parks	1,303,000	1,342,000	1,364,000	1,387,000	1,409,000
PW Engineering	611,000	649,000	663,000	675,000	690,000
PW Common Costs	5,222,000	5,407,000	5,549,000	5,697,000	5,849,000
Allocation of PW Common Cost	(4,915,000)	(5,123,000)	(5,239,000)	(5,346,000)	(5,472,000)
PW Vehicles	1,746,000	1,819,000	1,850,000	1,882,000	1,913,000
Allocation of PW Vehicles	(1,746,000)	(1,819,000)	(1,850,000)	(1,882,000)	(1,913,000)
RCMP	6,907,000	7,076,000	7,250,000	7,427,000	7,603,000
Rec. Centre Arena	473,000	507,000	507,000	516,000	525,000
Rec. Centre Civic Centre	1,908,000	1,990,000	2,036,000	2,081,000	2,113,000
Rec. Centre Community Services	3,000	3,000	3,000	3,000	3,000
Rec. Centre Pool	1,460,000	1,509,000	1,548,000	1,582,000	1,602,000
Roads	2,407,000	2,484,000	2,534,000	2,585,000	2,637,000
Transit	719,000	888,000	976,000	1,015,000	1,054,000
Victim Services	174,000	178,000	181,000	184,000	187,000
Watson Island	400,000	400,000	400,000	400,000	400,000
Transfer to Reserves (Interest, RCMP Loan)	679,000	200,000	200,000	200,000	200,000
Transfer to General Capital Reserves	400,000	400,000	400,000	400,000	400,000
Total Operating Expenses	37,641,000	38,809,000	39,969,000	40,752,000	41,601,000
Provision for Special Projects	931,000	-	-	-	-
Provision for Capital Purchases	44,547,000	-	-	-	-
Provision for Capital Works	1,873,000	1,300,000	1,150,000	1,150,000	1,150,000
Total Capital Expenses	47,351,000	1,300,000	1,150,000	1,150,000	1,150,000
Total Operating Fund Expenditures	84,992,000	40,109,000	41,119,000	41,902,000	42,751,000
Surplus(Deficit)	-	-	-	-	-

Schedule "A"

CITY OF PRINCE RUPERT

2023 Five Year Financial Plan

13. Utility Funds Revenue & Expenditure Budgets

Table 11 shows the Utility Operating Funds proposed budgets.

Table 11

UTILITY OPERATING FUNDS	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027
Sewer					
Operating Revenues	2,764,000	3,454,000	4,635,000	4,881,000	4,920,000
Grants	4,750,000	15,000,000	15,000,000	-	-
Appropriated Surplus - Cap Works	4,980,000	-	-	-	-
Loans from MFA	12,000,000	15,000,000	15,000,000	-	-
Funding from Reserves	450,000	-	-	-	-
Capital Works	(23,555,000)	(30,750,000)	(30,750,000)	(750,000)	(750,000)
Revenue for operations	1,389,000	2,704,000	3,885,000	4,131,000	4,170,000
Expenditures	1,389,000	2,704,000	3,885,000	4,131,000	4,170,000
Surplus (Deficit)	-	-	-	-	-
Water					
Operating Revenues	3,187,000	4,080,000	4,584,000	5,198,000	5,296,000
Grants	31,269,000	55,000,000	53,600,000	-	-
PR Legacy Inc contributions	2,380,000	746,000	746,000	746,000	746,000
Loans from MFA	3,000,000	15,000,000	6,000,000	-	-
Funding from Reserves	8,365,000	-	4,000,000	-	-
Capital Purchases	(165,000)	-	-	-	-
Capital Works	(44,319,000)	(70,750,000)	(64,350,000)	(750,000)	(750,000)
Revenue for operations	3,717,000	4,076,000	4,580,000	5,194,000	5,292,000
Expenditures	3,717,000	4,076,000	4,580,000	5,194,000	5,292,000
Surplus (Deficit)	-	-	-	-	-
Solid Waste					
Operating Revenues	8,864,000	5,364,000	5,467,000	5,576,000	5,687,000
Funding from Accruals - CW	2,400,000	-	-	-	-
Loans from MFA	1,489,000	-	-	-	-
Funding from Reserves	1,797,000	-	-	-	-
Capital Purchases	(1,786,000)	-	-	-	-
Capital Works	(4,000,000)	-	-	-	-
Revenue for operations	8,764,000	5,364,000	5,467,000	5,576,000	5,687,000
Expenditures	8,764,000	5,364,000	5,467,000	5,576,000	5,687,000
Surplus (Deficit)	-	-	-	-	-



REPORT TO COUNCIL

Regular Meeting of Council

DATE: May 4, 2023
TO: Robert Buchan, City Manager
FROM: Corinne Bomben, Chief Financial Officer

SUBJECT: 2023 PROPERTY TAX BYLAW NO. 3518, 2023

THAT Council Introduce and give First, Second, and Third Readings to the 2023 Property Tax Bylaw No. 3518, 2023.

BACKGROUND:

Pursuant to the *Community Charter*, the City of Prince Rupert must prepare a Five Year Financial Plan Bylaw and an Annual Property Tax Bylaw. Both Bylaws must be adopted on or before May 13th of the current year.

The Five Year Financial Plan describes the expenditures the City of Prince Rupert (“CPR”) contemplates to make during the year. The Annual Property Tax Bylaw sets the levies for the Municipal Property Taxes which the Five Year Financial Plan is dependent upon for funding the proposed expenditures.

The Annual Property Tax Bylaw also sets the property tax levies for two other taxing authorities based on requisitions they send to the City:

- North Coast Regional District (“NCRD”)
- Northwest Regional Hospital District (“NWRHD”)

Table 1 shows the annual taxes these entities have raised during the past five years. The Skeena Queen Charlotte Regional Hospital District (SQCRHD) has been liquidated and no taxes will be levied on its behalf going forward.

Year	NCRD	SQCRHD	NWRHD	CPR
2023	879,092	0	1,806,453	25,999,000
2022	810,646	0	1,681,391	23,638,000
2021	782,427	0	1,645,297	22,589,000
2020	752,309	0	1,575,014	21,594,000
2019	700,455	(44,247)	1,559,121	18,665,000
Net Change 2023 to 2019	178,637	0	247,332	7,334,000
Net Percent Change	26%		16%	39%

CURRENT STATUS:

A Property Tax Bylaw that will set the property tax levies for 2023 has been prepared by staff (attached) and provides for a 12.5% increase in the municipal tax rate.

LINK TO STRATEGIC PLAN:

This bylaw is required in accordance with section 197 of the *Community Charter*.

CONCLUSION:

By Introducing and giving First, Second, and Third Reading to the 2023 Property Tax Bylaw No. 3518, 2023 Council will be furthering the process of complying with the *Community Charter* Property Tax Bylaw requirements.

Report Prepared By:

Report Reviewed By:

Corinne Bomben
Chief Financial Officer

Robert Buchan,
City Manager

Attachment:

- 2023 Property Tax Bylaw No. 3518, 2023

Originally signed available upon request

CITY OF PRINCE RUPERT

2023 PROPERTY TAX BYLAW NO. 3518, 2023

A BYLAW FOR THE LEVYING OF PROPERTY TAX RATES FOR FISCAL YEAR 2023

The Council of the City of Prince Rupert in an open meeting assembled, enacts as follows:

1. The property tax rates of **Schedule "A"** attached hereto and forming this Bylaw is hereby imposed and levied for the year 2023.
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 **"2023 Property Tax Bylaw No. 3518, 2023"**.

Read a First time this ___ day of May, 2023.

Read a Second time this ___ day of May, 2023.

Read a Third time this ___ day of May, 2023.

Final Consideration and Adopted this ____ day of May, 2023.

Mayor

Corporate Administrator

Schedule "A"

City of Prince Rupert

2023 Property Tax Rates

Dollar of Tax per \$1,000 of Taxable Value

Adopted May ____, 2023

Classification	Residential	Utility	Supportive Housing	Major Industry	Major Industry Port ("Old")	Major Industry Port ("New")	Light Industry	Business	Managed Forest Land	Recreation/ Non Profit	Farm
Class No.	1	2	3	4	4a	4b	5	6	7	8	9
Municipal - General	4.18708	55.77192	22.30877	60.80779	26.64672	21.80187	19.26390	22.30877	22.30877	3.79778	22.30877
Library	0.13408	1.78592	0.71437	1.94717	0.85328	0.69813	0.61686	0.71437	0.71437	0.12161	0.71437
Total Municipal Levy	4.32116	57.55784	23.02314	62.75496	27.50000	22.50000	19.88076	23.02314	23.02314	3.91939	23.02314
NC Regional District	0.12238	1.63010	0.65229	1.77696	1.77696	1.77696	0.56295	0.65229	0.65229	0.11137	0.65229
NW Regional Hospital	0.50454	1.76589	0.50454	1.71544	1.71544	1.71544	1.71544	1.23612	1.51362	0.50454	0.50454
Rate Total	4.94808	60.95383	24.17997	66.24736	30.99240	25.99240	22.15915	24.91155	25.18905	4.53530	24.17997