



# Draft Financial Plan 2015–2019

# Purpose



- To introduce the Draft Financial Plan for Council's review and discussion before public consultation begins.

# Process Steps

- Today's meeting:
  - Introduction of the draft Financial Plan
  - Overview of overall budget
  - Outline format of the Financial Plan document
- Meetings on February 16, 17 and 19 will provide presentations on operating and capital budgets
- On February 19 Council will consider recommendations for Financial Plan after review and fulsome discussion
- Preliminary approval is tentatively scheduled for February 26
- Public consultation will begin once preliminary approval has been given

# Draft Financial Plan Summary

- Council direction for a maximum tax increase of 3.25%; 2% for operating and 1.25% for capital
- The draft operating budget totals \$213 million and the draft capital budget totals \$79.4 million
- The overall tax increase based on the draft financial plan as presented by staff is 3.09%
- Proposed increases for solid waste and water utility; no proposed increase for sewer utility

# Recommendations

That Council receive this report for information and consideration on February 19, 2015.



# Recommendations continued

On February 19, 2015 staff will be recommending that Council:



1. Direct staff to align the Financial Plan with the Strategic Plan upon completion of public consultation.
2. Direct staff to bring forward the Five-year Financial Plan Bylaw, 2015 for first reading prior to commencing public consultation.
3. Direct staff to bring forward bylaws outlining solid waste and water utility user fee increases to the February 26 Council meeting for first three readings.
4. Approve transferring \$500,000 of non-market change revenue to the Buildings and Infrastructure Reserve and direct staff to bring forward options for the use of the remainder once public consultation has been completed.

# Recommendations continued

On February 19, 2015 staff will be recommending that Council:



5. Direct staff to bring forward options for the use of 2014 surplus once public consultation has been completed.
6. Direct staff to bring forward options for funding supplementary budget requests once public consultation has been completed.
7. Direct staff to include in the draft financial plan funding from reserves and user fees for the Water Meter Replacement project.
8. Direct staff to include in the draft financial plan funding for the LED street light replacement project once Council has made a decision regarding grant applications for the Federal Gas Tax Fund Strategic Priorities Fund.

# Recommendations continued

On February 19, 2015 staff will be recommending that Council:



9. Allocate \$300,000 of the annual gas tax funding to the Storm Drain Brick Main project and direct staff to bring forward options for the allocation of the remainder once Council direction has been given regarding the Federal Gas Tax Fund Strategic Priorities Fund grant applications.
10. Direct staff to implement the actions regarding outstanding Council motions as outlined in this report.
11. Approve the direct-award grants as outlined in this report



# Overview

- Council sets service levels and allocates funding in alignment with the Strategic Plan.
- The draft Financial Plan outlines budgets for approximately two hundred services and over two hundred capital projects.
- New approach to financial planning provides much greater context than in the past by outlining deliverables, metrics and benefits of all services and capital projects.
- New format provides the foundation for meaningful engagement.

# Financial Plan Document

- Community overview and highlights of City Services
- Strategic Priorities (to be populated after public input and Council approval)
- Public input (to be populated after public input)
- Financial plan policies
- Operating budget
- Capital budget

# Highlights of City Services



250,000



Crystal Pool and Fitness Centre  
visits annually



Maintain:



70

City parks



72

Hectares  
of parkland



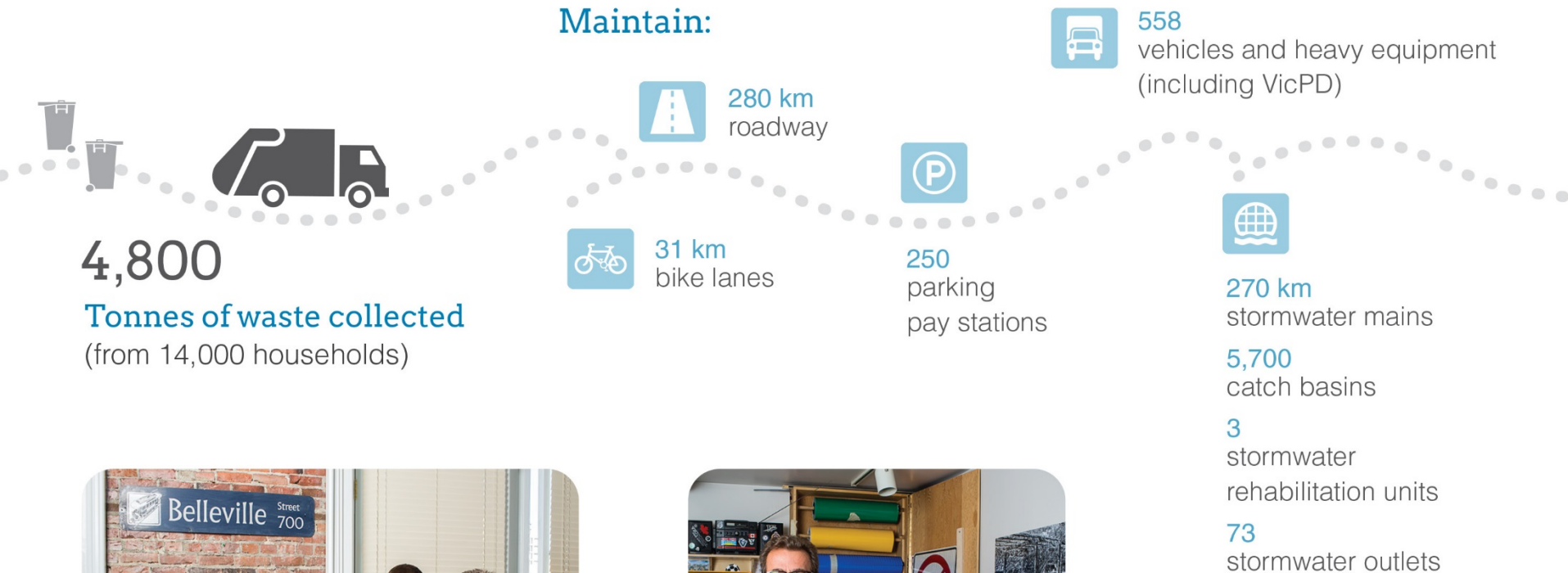
190



Hectares of  
natural landscape



# Highlights of City Services



# Highlights of City Services



1,587

## Zoning

Regulation Bylaw  
Plan Checks



10,497

Calls for service  
(24/7)



30,000

People served each year  
at the Development Centre



9,500

Inspections  
performed annually  
Building, Plumbing, Electrical





# Highlights of City Services



103,000

Delegate Days  
at the Victoria  
Conference Centre

Public Service Centre



90,000

Visitors each year



148

Council and  
committee meetings  
administered

Average of 1 every  
2 business days



2,050

Individuals assisted  
by City Archives



# Highlights of City Services



**432**

**Fire calls attended**

(structure, exterior, vehicle)



Victoria Emergency  
Management Agency (VEMA)

**100** Volunteers

- training
- communication
- deployment



# Capital Plan Categories

- Active Transportation
- Complete Streets
- Downtown Beautification
- Parks
- Street Infrastructure
- Retaining Walls and Railings
- Bridges
- Facilities
- Environmental Remediation
- Equipment
- Water, Sewer and Stormwater Infrastructure
- VicPD



# Proposed Capital Investment

- Active Transportation Projects



# Proposed Capital Investment

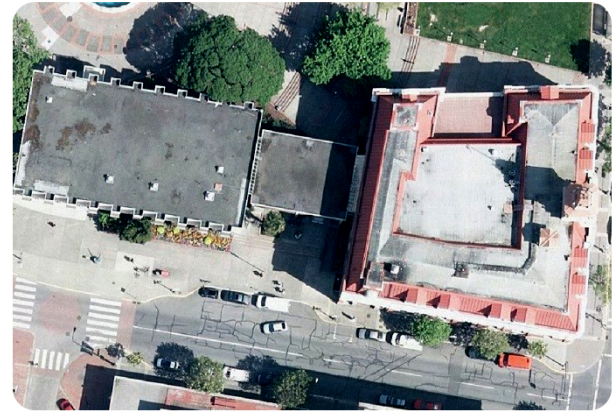
- Park Improvements





# Proposed Capital Investment

- Facility Upgrades

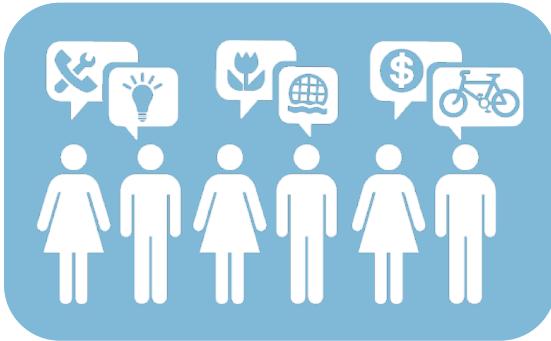


# Estimated Impact to Tax and Rate Payers

	2015	2016	2017	2018	2019
<b><u>Estimated Average Residential</u></b>					
Property Taxes (\$504,000 assessed value)	\$68	\$102	\$90	\$97	\$51
Water Utility - 80 units	14	6	14	6	10
Sewer Utility - 80 units	-	-	5	5	5
Solid Waste - 120 litre bin	4	5	4	4	4
Stormwater Utility	-	-	11	9	8
	<b>\$86</b>	<b>\$113</b>	<b>\$124</b>	<b>\$121</b>	<b>\$78</b>
Estimated Increase	2.91%	3.71%	3.79%	3.56%	2.22%
	2015	2016	2017	2018	2019
<b><u>Estimated Typical Small Business</u></b>					
Property Taxes (\$500,000 assessed value)	\$202	\$304	\$268	\$289	\$152
Water Utility - 80 units	14	6	14	6	10
Sewer Utility - 80 units	-	-	5	5	5
Stormwater Utility	-	-	25	20	19
Business Licence	-	-	-	-	-
	<b>\$216</b>	<b>\$310</b>	<b>\$312</b>	<b>\$320</b>	<b>\$186</b>
Estimated Increase	2.98%	4.15%	3.88%	3.83%	2.14%

The estimated impact is based on 2014 assessed values and 2014 water consumption levels.

# Community Involvement



- Two phased engagement strategy planned for 2015 and 2016
- 2015 focuses on clear, accessible, information and new, innovative tools, and more time for meaningful involvement
- Starts with foundational comprehensive financial plan document
- Introduces new tools that are interactive and educational
- Involves the public in design of participatory options

# E-town hall

[Home](#) > [City Hall](#) > [City Council](#) > **e-Town Hall Meetings**

## e-Town Hall Meetings

### 2015 Municipal Budget Meeting

The City of Nanaimo wants your input on the 2015 Municipal Budget. Join the discussion at 7 p.m. on September 29th. Participation is easy by using any of the following methods of engagement.

- **In person** - Attend the meeting in the Shaw Auditorium at the Vancouver Island Conference Centre
- **Facebook** - The event's wall will be open for your questions and suggestions during the meeting <http://www.nanaimo.ca/qoto/fbTownHall>
- **Twitter** - Once the meeting is underway, use the hashtag [#NanaimoTH](#)
- **Website Submission** - Submit your questions or comments using the online webform <http://www.nanaimo.ca/qoto/townhallquestion>
- **By Phone** - Once the meeting is underway, dial 250-754-4251 and tell your question to the operator

#### Discussion Topic

What to include in the City's operational and capital budgets is one of the biggest and most important decisions Council and staff make each year. Setting priorities and deciding where and where not to spend money is a challenging task. Provide your input by participating in the meeting using one of the five methods of engagement listed above.

#### Prepare and Participate

Improve your level of participation by being prepared. Familiarize yourself with the proposed topic using documents made available on the City of Nanaimo's website prior to the meeting beginning.


- [2014-2018 Financial Plan](#)
- [Annual Municipal Report](#)

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[Screen version](#) | [Mobile](#)

#### Related Links

#### Photo Album

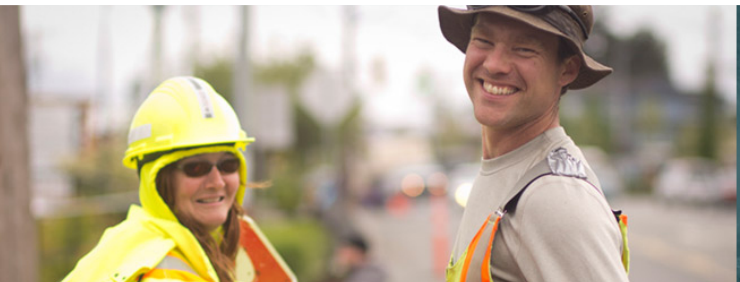


Send us your picture



# 2015: Property Tax estimator

## Departments



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### Property Tax Estimator

To estimate your municipal taxes, enter the property assessment value from your annual BC Assessment notice in the box below.

Please note: The estimate provided applies only to residential properties (Class 01) for the 2014 tax year.

The values provided in the estimate are only valid for residential properties (Class 01).

**Property Assessment Value**

[Calculate Tax Estimate](#)

Note: Total property tax estimates displayed are for the taxable value portion of your property's assessment and do not include local service taxes (specified area charges, parcel taxes, frontage taxes, water, sewer and garbage user fees) or any possible reductions for eligible Provincial Home Owner Grants.

#### Related Links

- [Property Taxes](#)
- [Property Owner Tax Information](#)

#### Contact Info

**Finance Department**  
City of Courtenay  
830 Cliffe Avenue  
V9N 2J7  
Phone: 250-334-4441  
Fax: 250-334-4241  
Email: [finance@courtenay.ca](mailto:finance@courtenay.ca)

# Additional tools

## Budget Simulator for 2016

**Instructions**

1. Indicate your budget preferences by answering each question. To use a slider, drag the arrow to your desired level.
2. Submit your basic information.
3. View your personalized budget. This unique page will show your budget choices and you can return to it whenever you want.
4. Share your budget with your friends!

**Operating Budget & Revenue Budget Breakdowns**

The following graphs explain how our operating and revenue budgets are divided. When answering questions for different parts of the budget, keep in mind the relative size of that part of the overall budget.

**Distribution of Operating Budget**

**Revenue Sources**

Are citizens here already participating in this consultation. Add your request!

Sections: Revenue: 10

Change an activity to start

**GARBAGE REMOVAL**

**Replace one garbage collection with organic compost collection**

Currently, waste collection is performed twice a week. The value of this contract is \$ 2,249,500 per year. Replacing one waste collection with a food compost collection would create a savings of up to 10% of the contract value or \$ 225 000.

**Your choice**

NO

\$225,000 \$0

**Should the Waste Management department offer a website or smartphone application to remind residents of pickup schedules?**

The Waste Management department is internally considering releasing a new website and possible a smartphone application to help remind residents about garbage pickup times. The website would cost the town \$3000 and the smartphone application would cost an additional \$5000. Indicate your support for these web tools.

☐ Yes! Both a mobile site and smartphone application (\$8000)

☐ Mobile site only (\$3000)

☐ Smartphone application only (\$5000)

☒ No

**CULTURAL CENTERS & ARENAS**

**Increase or decrease the number of exhibitions at the Brun Creative Arts Centre**

Currently, the cultural centre is open 312 days a year and 30 hours per week. Each year, nearly 125 shows and about twenty exhibitions are held. Increasing the number of cultural exhibitions requires additional opening hours and staff for the center. Fewer cultural exhibitions could result in a service reduction for the arts community.

**Your choice**

0 Exhibitions 10 20

\$40,000 \$0 -\$40,000

**Renovate one of three arenas to accommodate skateboarding, rollerblading and BMX**

[Learn more](#)

Should one of our town's hockey arenas be renovated for \$40,000 to accommodate these new and in-demand sports? The Facilities Department has identified three arenas that could be renovated at the same cost. This would result in a service level increase for our town.

**Your choice**

NO

\$0 -\$40,000

**Increase or decrease the number of recreational programs for Senior Citizens**

Our town has over 40,000 residents over the age of 65. We could add new services for them in our community center this year such as bridge lessons and low-impact athletics.

**Your choice**

0 Services 5 10

\$4,500 \$0 -\$10,500

**What type of Town activities do you participate in?**

To serve residents of our town better, we want to know which programs are the most popular. Select the program(s) you have participated in within the last 12 months.

☒ Recreational sports

**CORE CITY SERVICES**

**Increase the Fire Department Budget expenses budget** [Learn more](#)

Should the 2013 budget include an increase to the Fire Department' expense budget? Increases can start at \$1000 and expand to \$15,000. The Fire Department's Budget cannot be decreased.

**Your choice**

0 15

\$0 \$15,000

**Should the Town release their council meeting minutes and vote records as open data?**

[Learn more](#)

The Town currently posts council records in PDF format to our website, [www.townopennorth.ca](http://www.townopennorth.ca). Releasing this information in a machine-readable format would allow citizens, developers and researchers increased access to the democratic processes of our local government. To set up this release the Town would have to spend \$9000 one time on preparing documents.

**Your choice**

NO

\$0 -\$9,000

**Would you accept a local tax of \$50 per unit to invest in a new project? If yes, which project?**

☐ Planting of 5000 trees at \$10,000

☐ Development Project with greening a public place or redevelopment of a commercial artery at \$20,000

☐ Recycling Project of a church into a cultural center and leisure (rather than leaving an empty church sale for condos) at \$100,000

☐ Upgrade major streets and sidewalks of the Borough at \$50,000

☐ An innovative project home culture including a modernized library at \$25,000

☐ Set up a soccer field synthetic turf at \$50,000

☒ No, I do not want any new taxes for a project

**REVENUE GENERATING PROJECTS**

**Should a new parking lot be implemented with a daily rate of \$10 a day?**

Our town could accommodate a new parking lot space an abandoned lot which would create \$40,000 in new revenue. The lot would charge a daily rate of \$10 day. Would you like to see a new parking lot in our town?

**Your choice**

NO

\$0 \$40,000



# Participatory Budgeting Options



# 2015: Community involvement in design of participatory budgeting options for 2016

- Provide foundation of information
- Build community understanding and capacity
- Assist staff in exploring options

# Timeline

Date	Task
February 16, 17, 19	Draft financial plan presentations to Council for consideration
February 26	1st reading of financial plan bylaw
February/March	Public consultation on the draft financial plan – focus on education, budget tools and improved information
Week of March 23 TBD	Town Hall and e-Town Hall
April 9	Consultation results and seek direction on changes to financial plan
April 23	Final report of financial plan; report on tax rates; 2 <sup>nd</sup> and 3 <sup>rd</sup> reading of financial plan bylaw; 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> readings of tax bylaw
April 30	Adoption of financial plan and tax bylaws
May	Mail out tax notices
July	Lessons learned report; seek direction on 2016 financial planning process
During 2015	Community involvement in design of participatory budgeting options for 2016