THE CORPORATION OF THE VILLAGE OF WARFIELD
BYLAW 969

A BYLAW OF THE VILLAGE OF WARFIELD RESPECTING THE FINANCIAL PLAN FOR THE YEARS 2025 TO 2029

WHEREAS the *Community Charter* requires that the Council of the Village of Warfield adopt a long-term Financial Plan for a period of five years;

NOW THEREFORE, the Council of the Village of Warfield, in 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 for the Village of Warfield and will come into force and effect as of January 1, 2025.

2. Schedule "B" attached hereto and made part of the Bylaw is hereby declared to be the Village of Warfield's Revenue Policies which form the basis of Schedule "A" estimations.

3. Bylaw No. 965, 2024 cited as "Village of Warfield Five Year Financial Plan 2024-2028 Bylaw 965, 2024, Amendment Bylaw No. 965, 2024", is hereby repealed in its entirety.

4. This Bylaw may be cited for all purposes as the "Village of Warfield Five Year Financial Plan 2025 - 2029 Bylaw 969, 2025".

READ a first time this 14th day of April, 2025.

READ a second time this 14th day of April, 2025.

READ a third time this 14th day of April, 2025.

RECONSIDERED, FINALLY PASSED AND ADOPTED this 12th day of May, 2025.

Mayor

Corporate Officer

CERTIFIED a true copy of Bylaw 969 cited as "Village of Warfield Five Year Plan 2025-2029 Bylaw 959, 2025" this _____ day of _____, 2025.

Corporate Officer

VILLAGE OF WARFIELD
FINANCIAL PLAN 2025 TO 2029

GENERAL OPERATING FUND

	2025	2026	2027	2028	2029
Revenue					
Property Taxes	$ 1,453,100	$ 1,637,650	$ 1,779,300	$ 1,902,200	$ 2,027,550
Sale of Services	171,600	181,450	184,600	187,950	191,300
Other Revenue from Own Sources	210,850	214,900	219,000	223,450	227,750
Grants	580,500	508,500	514,000	519,600	525,200
Collections for Other Governments	1,313,850	1,298,450	1,298,450	1,298,450	1,298,450
Transfer Prior Years' Surplus / Reserves	226,350	226,350	191,350	156,350	121,350
TOTAL	$ 3,956,250	$ 4,067,300	$ 4,186,700	$ 4,288,000	$ 4,391,600

	2025	2026	2027	2028	2029
Expenses					
General Government	$ 862,600	$ 905,300	$ 919,100	$ 946,200	$ 972,100
Protective Services	110,550	114,050	117,700	121,350	124,500
Transportation Services	706,500	733,100	758,900	782,200	805,700
Environmental Health Services	113,500	117,550	120,800	124,150	127,500
Environmental Development	46,250	47,200	48,100	49,000	50,000
Recreation and Culture	603,750	627,700	649,500	670,800	692,800
Fiscal Services	101,800	101,500	101,700	73,400	48,100
Transfers to Other Governments	1,313,850	1,298,450	1,298,450	1,298,450	1,298,450
Capital Expenditures	97,450	122,450	172,450	222,450	272,450
TOTAL	$ 3,956,250	$ 4,067,300	$ 4,186,700	$ 4,288,000	$ 4,391,600
Deduct: Transfer to Capital Fund	(97,450)	(122,450)	(172,450)	(222,450)	(272,450)
Add: Depreciation of tangible capital assets	240,000	246,000	252,200	258,500	265,000
TOTAL Expenses adjusted for depreciation	$ 4,098,800	$ 4,190,850	$ 4,266,450	$ 4,324,050	$ 4,384,150

VILLAGE OF WARFIELD
FINANCIAL PLAN 2025 TO 2029

WATER OPERATING FUND

	2025	2026	2027	2028	2029
Revenue					
Parcel taxes	$ 79,300	$ 79,300	$ 79,300	$ 79,300	$ 79,300
Water system Improvement tax	95,400	95,400	95,400	95,400	95,400
Water user fees/Sales of services	440,550	472,800	494,500	515,800	539,250
Transfer from prior years' surplus	11,150	0	0	0	0
TOTAL	$626,400	$647,500	$669,200	$690,500	$713,950

	2025	2026	2027	2028	2029
Expenses					
Administration	$ 21,500	$ 21,900	$ 22,300	$ 22,700	$ 23,200
Purification and treatment	254,300	260,650	268,350	275,450	284,500
Operation and maintenance	86,550	90,900	94,500	98,300	102,200
Debt charges	99,750	0	0	0	0
Transfer to Water Reserve Fund	79,300	179,050	179,050	179,050	179,050
Transfer to Capital	85,000	95,000	105,000	115,000	125,000
TOTAL	$ 626,400	$ 647,500	$ 669,200	$ 690,500	$ 713,950
Deduct: Transfer to Capital	(85,000)	(95,000)	(105,000)	(115,000)	(125,000)
Add: Depreciation of tangible capital assets	118,000	121,000	124,000	127,100	130,300
TOTAL Expenses adjusted for depreciation	$ 659,400	$ 673,500	$ 688,200	$ 702,600	$ 719,250

SEWER OPERATING FUND

	2025	2026	2027	2028	2029
Revenue					
Parcel taxes	$ 647,800	$ 661,650	$ 675,750	$ 690,350	$ 704,850
Sewer user fees	47,000	48,000	49,000	50,000	51,100
Sales of services	500	500	500	500	500
TOTAL	$ 695,300	$ 710,150	$ 725,250	$ 740,850	$ 756,450

VILLAGE OF WARFIELD
FINANCIAL PLAN 2025 TO 2029

	2025	2026	2027	2028	2029
SEWER OPERATING FUND					
Expenses					
Administration	$ 7,500	$ 7,500	$ 7,500	$ 7,600	$ 7,700
Maintenance and collection	86,400	89,300	92,200	95,100	97,700
Lift Stations	12,250	12,700	13,100	13,600	14,100
Regional District Contract	459,150	470,650	482,450	494,550	506,950
Transfer to Capital/Reserve Fund	130,000	130,000	130,000	130,000	130,000
TOTAL	$ 695,300	$ 710,150	$ 725,250	$ 740,850	$ 756,450
Deduct: Transfer to Capital	(130,000)	(130,000)	(130,000)	(130,000)	(130,000)
Add: Depreciation of tangible capital assets	20,000	20,500	21,000	21,500	22,000
TOTAL Expenses adjusted for depreciation	$ 585,300	$ 600,650	$ 616,250	$ 632,350	$ 648,450

GENERAL CAPITAL FUND

	2025	2026	2027	2028	2029
EXPENDITURES					
General Government	$ 144,500	$ -	$ -	$ -	$ 50,000
Transportation	715,050	65,000	172,450	300,000	222,450
Recreation and Culture	30,000	70,000	-	-	-
TOTAL	$ 889,550	$ 135,000	$ 172,450	$ 300,000	$ 272,450

	2025	2026	2027	2028	2029
GENERAL CAPITAL FUND					
SOURCE OF FUNDS					
General Operating	$ 97,450	$ 135,000	$ 172,450	$ 222,450	$ 272,450
Prior Years' Surplus	90,050	-	-	77,550	-
Growing Communities Statutory Reserve	185,000	-	-	-	-
Provincial Grant	324,500	-	-	-	-
Debt	192,550	-	-	-	-
TOTAL	$ 889,550	$ 135,000	$ 172,450	$ 300,000	$ 272,450

VILLAGE OF WARFIELD
FINANCIAL PLAN 2025 TO 2029

WATER CAPITAL FUND

	2025	2026	2027	2028	2029
EXPENDITURES					
Water Treatment Plant	260,000	-	-	-	-
Pressure Reducing Valves	170,000	113,000	122,000	115,000	125,000
Water Conservation	40,000	-	-	-	-
TOTAL	$ 716,500	$ 113,000	$ 122,000	$ 115,000	$ 125,000

	2025	2026	2027	2028	2029
WATER CAPITAL FUND					
SOURCE OF FUNDS					
Water Operating Revenue	$ 85,000	$ 95,000	$ 105,000	$ 115,000	$ 125,000
Prior Years' Water Operating Surplus	76,500	18,000	17,000	-	-
Water Capital Statutory Reserve	290,000	-	-	-	-
Growing Communities Statutory Reserve	265,000	-	-	-	-
TOTAL	$ 716,500	$ 113,000	$ 122,000	$ 115,000	$ 125,000

SEWER CAPITAL FUND

	2025	2026	2027	2028	2029
EXPENDITURES					
Inflow and Infiltration	$ 75,000	-	-	-	-
Lines and Mains	150,000	130,000	130,000	130,000	130,000
TOTAL	$ 225,000	$ 130,000	$ 130,000	$ 130,000	$ 130,000

	2025	2026	2027	2028	2029
SOURCE OF FUNDS					
Sewer Operating Revenue	$ 130,000	$ 130,000	$ 130,000	$ 130,000	$ 130,000
Prior Years' Surplus	20,000	-	-	-	-
Provincial Grant	75,000	-	-	-	-
TOTAL	$ 225,000	$ 130,000	$ 130,000	$ 130,000	$ 130,000

VILLAGE OF WARFIELD
REVENUE POLICY

PURPOSE

In accordance with the *Community Charter,* the Village of Warfield ("the Village") is required to include a revenue policy in support of the Five-Year Financial Plan estimates that is intended to improve disclosure and accountability. The Revenue Policy is consistent with the Financial Plan.

SCOPE

The objectives and policies as they relate to municipal revenues are as follows:

- the proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
- the distribution of property taxes amongst the property classes; and
- the use of permissive tax exemptions.

POLICY

1. Revenue Categories

The proportion of total consolidated revenue to be raised for operations and capital purposes from each funding source for 2025 is shown below.

REVENUE SOURCE	% of Total Revenue
Property value taxes	28.82%
Parcel taxes	22.08%
User fees and charges	14.76%
Government grants	20.25%
Other sources	9.78%
Proceeds from borrowing	4.31%
TOTAL	100.00%

Property and parcel taxes represent a significant proportion of total municipal revenue. Other significant sources of revenue come from user fees and charges as well as government grants. User fees collected come primarily from charges levied by the Village for water and sewer utility services as well as yard waste collection. Sixty-nine and one-half percent (69.50%) of the Village's consolidated revenue is collected directly from the property owners in the Village.

2. Objective

The primary objective contained within the current Plan is to ensure that services provided are fully funded, sustainable and that increases in property tax levies, parcel taxes and user fees consider the impact to the ratepayer. Revenue requirements are assessed to ensure that internal revenue generated is sufficient to fund the provision of municipal services and to replace aging infrastructure. Operating needs and capacity will continue to be assessed as part of ensuring that the services the Village provides meet public demands and are sustainable within the framework of revenue requirements and the source. Assessing the sustainability of the Village has become a priority to determine

and if other governance options should be considered beyond remaining a separate standalone municipality.

3. Approach

Revenue sources are reviewed annually. Funding levels are established to ensure that both operating and capital cost requirements are met. Operating costs that are included in the Plan will represent the level of service provided by the Village.

In addition to Property Taxes, the Village will ensure that user fees and charges consider the cost of providing individual services and that revenue generated will be sufficient. The fee established considers revenue generated and the net property tax subsidy after deducting service costs. Utilization, the revenue generated and the cost of providing the specific service are evaluated so that user fees are sufficient and that benefiting users are paying an appropriate share of costs.

4. Distribution of Property Taxes

The Village has small property tax base that is almost entirely residential. Increases in the municipal property tax levy will therefore have the most significant impact on the residential rate class and the corresponding ad volorem tax rate. Within the current assessment base, shifting costs to other rate classes is not considered to be a viable option.

The distribution of Village of Warfield property taxes for 2025 is shown below:

Rate Class	% of Total Municipal Levy
Class 1 – Residential	96.25%
Class 2 – Utilities	1.95%
Class 5 – Light industry	0.40%
Class 6 – Business/Other	1.40%
TOTAL	100.00%

5. Permissive Tax Exemptions

The Village provides a limited number of permissive tax exemptions. If an exemption is requested, it is evaluated in accordance with the criteria referenced below:

- the tax exemption must demonstrate benefit to the broader community and residents;
- the goals, policies and principles of the organization receiving the exemption are to be consistent with the Village's goals in that the service the organization is providing provides a broad and measurable public benefit; and
- the organization receiving the exemption must meet the criteria to qualify for the exemption in accordance with the *Community Charter*.
- Permissive tax exemptions will be considered in conjunction with:
  - other forms of assistance provided by the Village;
  - the potential demands for Village services or infrastructure arising from the property; and

- the amount of revenue that the Village will forego if the exemption is granted.

6. Permissive Tax Policy

The Village will review the provision of permissive tax exemptions upon request. An application is required and approval is assessed based on the individual need and the evaluation criteria referenced.