

Date: Tuesday, May 6, 2025

To: Elizabeth Tracy, Chief Administrative Officer

From: Thomas Sikora, Manager of Finance

Subject: 2025 – 2029 Five Year Financial Plan Bylaw and Financial Bylaws for First, Second, and Third Readings

PURPOSE

The purpose of this report is to present to Council the 2025 – 2029 Five Year Financial Plan Bylaw No. 985, 2025, 2025 Annual Tax Rates Bylaw No. 986, 2025, Sanitary Sewer System Regulation Connection and Rates Bylaw No. 987, 2025, Water Regulation Connection and Rates Amendment Bylaw No. 988, 2025, and Water Frontage Tax Amendment Bylaw No 989, 2025 for first, second, and third readings.

BACKGROUND

The draft 2025 – 2029 Five Year Financial Plan was presented to the Committee of the Whole on Tuesday, April 22, 2025. Details included showed the major key assumptions, projected financial performance, projected debt funding, capital expenditures and capital reserves, subject to year-end adjustments of the preliminary and unaudited financial results. The bylaw, attached as **Appendix A**, is presented for first, second, and third readings.

After first three readings of the 2025 – 2029 Five Year Financial Plan Bylaw No. 985, 2025, the tax rates, utilities rates, and water frontage tax bylaws will be presented for readings.

DISCUSSION & COMMENTS

2025 Tax Rate Bylaw No. 986, 2025

The 2025 Tax Rate Bylaw has been prepared from the current year of the 2025 – 2029 Five Year Financial Plan. The bylaw is presented for first, second, and third readings.

Utility Rates Bylaws

Water and sewer rates have been updated to align with Council's direction to increase reserve contributions, ensuring financial sustainability while considering affordability for residents.

Sewer Rates Bylaw No. 987, 2025 includes a rate adjustment incorporating a 3% contribution to sewer reserves. Water Rates Amendment Bylaw No. 988, 2025 includes a 2.3% contribution reflected in 2025 Schedule A.

The bylaws are presented for first, second, and third readings.

Water Frontage Tax Amendment Bylaw No. 989, 2025

Frontage tax is amended based on the retiring or securing of debt. Frontage tax is calculated on \$6.97 per metre for water.

COMMUNICATIONS

Residents were welcome to participate in the budget process through attendance at the Budget Open House on March 4, 2025. The Village has received no direct feedback or questions from that event or through Village budget emails.

Budget information has been included in the Village's eNEWS and on the Village website and Facebook page. Updates have been featured in the Pique Newsmagazine.

LEGAL CONSIDERATIONS

Requirements for adoption of the Five Year Financial Plan Bylaw and the 2025 Tax Rates Bylaw are set out in sections 165 and 197 of the *Community Charter*.

Preparation of the 2025-2029 Five Year Financial Plan Bylaw and the 2025 Tax Rates Bylaw meets with the requirements of the *Community Charter and Local Government Act*.

BUDGET & STAFFING

Development of the annual budget is a component of the day-to-day operations of the Finance Department and has been incorporated into the annual workplan.

INTERDEPARTMENTAL IMPACT

The development of these bylaws is a component of the annual workplan, and all departments participate in the budget process.

COMMUNITY CLIMATE ACTION PLAN

Elements of the Community Climate Action Plan are incorporated into the 2025 budget and 2025-2029 Five Year Plan and will be further developed in subsequent annual budget and five year plans.

STRATEGIC PRIORITIES

The budget has been designed to align with the following strategic priorities:

- plan and manage growth,
- be prepared,
- protect our environment,
- cultivate trust, and
- operate with excellence.

IMPACT ON THE REGION

Adoption of the financial bylaws has no impact on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT Council gives first, second, and third readings to Village of Pemberton 2025 – 2029 Five Year Financial Plan Bylaw No. 985, 2025.

ATTACHMENTS:

Appendix A: Village of Pemberton 2025 – 2029 Five Year Financial Plan Bylaw No. 985, 2025

Prepared by:	Thomas Sikora, Manager of Finance
CAO approval:	Elizabeth Tracy, Chief Administrative Officer