



# BOARD REPORT

**TO:** Chair and Directors

**File No:** Bylaw No. 5797

**SUBJECT:** Saratoga Waterworks Service Amendment Bylaw No. 5797, 2019

**DESCRIPTION:** Report from Jodi Pierce, Manager, Financial Services dated April 12, 2019. Proposed amendment to Saratoga Waterworks Service Bylaw No. 5352 to establish a maximum parcel tax requisition.

**RECOMMENDATION #1:** THAT: "Saratoga Waterworks Service Amendment Bylaw No. 5797, 2019" be read a first, second and third time this 16<sup>th</sup> day of May, 2019.

### SHORT SUMMARY:

While reviewing parcel tax bylaws, staff have identified that the Saratoga Waterworks Service Bylaw No. 5352 does not include a maximum parcel tax requisition. Pursuant to the *Local Government Act* Section 339(1)(e), an establishing bylaw for a service must "set the maximum amount that may be requisitioned for the service". Although, the Inspector of Municipalities has signed off on the Bylaw as submitted by the CSR D in 2002, staff deem it appropriate to ensure that the service bylaw conforms to the *Local Government Act* and are therefore bringing forward the proposed amendment.

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**VOTING:** Unweighted Corporate  LGA Part 14 (Unweighted)  Weighted Corporate  Stakeholder (Weighted)

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### BACKGROUND:

Staff are recommending the maximum requisition limit be set at \$100,000 for the parcel tax requisition in the Saratoga Waterworks service area. This amount is comparable to other CSR D systems and provides for room to allow for regular consistent increases over a number of years. At this time, we do not have a determination of any potential parcel tax increases as we are still awaiting information on a potential grant and expansion of the system.

### POLICY:

In accordance with the Local Government Regulation 113/2007 (Regional District Establishing Bylaw Approval Exemption), the tax requisition for a service may be increased by 25% of the baseline every five years without requiring public assent, however, Inspector approval is required for increases beyond 25% or those within the five year window. As there is currently no provision within the existing bylaw for an increase, Inspector approval will be required.

### FINANCIAL:

At this time, we do not have a determination of any potential parcel tax increases as we are still awaiting information on a potential grant and expansion of the system.

### KEY ISSUES/CONCEPTS:

Parcel taxes and user fees are necessary to maintain the ongoing sustainability of the water system.

**IMPLEMENTATION:**

Upon third reading, the Bylaw will be forwarded to the Ministry of Municipal Affairs and Housing for Inspector approval. Upon receipt of Inspector approval, the Bylaw will be brought to a subsequent Board meeting for adoption.

**DESIRED OUTCOMES:**

That the Board approve the recommendation to amend the bylaw.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

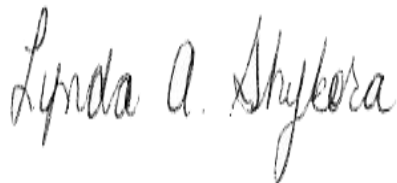
**LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:**

1. List reports

**Report Approval Details**

Document Title:	2019-05-16_Board_Fin Saratoga Waterworks Bylaw Amendment.docx
Attachments:	- BL5797 2019 Saratoga Waterworks Amendment Bylaw.docx
Final Approval Date:	May 3, 2019

This report and all of its attachments were approved and signed as outlined below:



**Lynda Shykora - May 3, 2019 - 12:00 PM**



**Charles Hamilton - May 3, 2019 - 1:36 PM**