

Municipal Budget Submission Form For the Calendar Year 2022

The estimates reported in this submission were approved by the Council of the Municipality of

VICTORIA

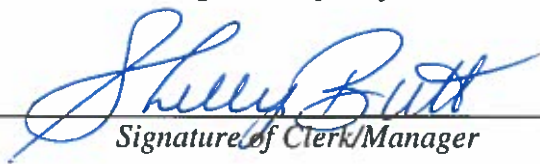
Name of Municipality

at a meeting held on the 18TH day of JANUARY 2022

Day Month Year



Signature of Mayor



Signature of Clerk/Manager

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**Deadline for Submission:
January 31, 2022**

Debt Charges Summary

Loan Number	Name of Creditor	Purpose (Water, Roads; etc.) <i>Proposed</i>	Original Principal	Maturity Date (dd-month-yyyy)	Council Annual Payment	Provincial Annual Payment
NEW 6-MTHS 2022	CIBC	Water Intake / W&S Projects	\$200,000.00	07/31/2032	\$12,937.52	
NEW 6-MTHS 2022	CIBC	Paving Town Rds	\$400,000.00	07/31/2032	\$26,854.16	
NEW 6-MTHS 2022	CIBC	Town Bldgs - Improvements	\$350,000.00	07/31/2032	\$22,640.64	
NEW 6-MTHS 2022	CIBC	HVY Equip & Dump Truck	\$249,800.00	07/31/2032	\$16,770.45	
Totals					\$79,202.77	

BEFORE CONTINUING:



1. Transcribe **BOTH** the above totals for Council Annual Payment and Provincial Annual Payment to the appropriate boxes in section "7.1 Debt Charges From All Sources" of "7.0 FISCAL SERVICES" on Page 6.

2. Transcribe the above total of "Provincial Annual Payment" to sub-section 4.1.2 "Provincial Portion of Debt Charges" found in the section "4.1 Provincial Government Grants and Subsidies" on Page 11.

Expenditures

1.0 GENERAL GOVERNMENT

1.1 Council

1.1.1. Remuneration for Councillors ----- \$29,103.94

1.1.2. Travel ----- \$10,000.00

Total 1.1 Council ----- **\$39,103.94**

1.2 General Administration

1.2.1. Salaries ----- \$132,000.00

1.2.2. Employee Benefits ----- \$32,000.00

1.2.3. Payroll Burden ----- \$16,000.00

1.2.4. Travel ----- \$5,000.00

1.2.5. Supplies ----- \$14,558.71

1.2.6. Purchased Services (other than Insurance) ----- \$35,000.00

1.2.7. Professional Services ----- \$15,000.00

1.2.8. Insurance ----- \$53,000.00

Total 1.2 General Administration ----- **\$302,558.71**

1.3 Municipal Elections & By-elections ----- **\$7,000.00**

1.4 Property Assessment Services ----- **\$28,574.00**

1.5 Common Services

1.5.1 Engineering Services -----

1.5.2 General Maintenance ----- \$240,000.00

1.5.3 Professional Development and Training ----- \$13,000.00

1.5.4 Public Relations ----- \$15,000.00

Total 1.5 Common Services ----- **\$268,000.00**

TOTAL 1.0 GENERAL GOVERNMENT ----- **\$645,236.65**

2.0 PROTECTIVE SERVICES

2.1 Fire Protection ----- **\$90,000.00**

2.2 Emergency Preparedness and Response ----- **\$10,000.00**

2.3 Animal and Pest Control ----- **\$1,000.00**

2.4 Municipal Enforcement -----

2.5 Other Protective Services and Inspections ----- **\$5,000.00**

TOTAL 2.0 PROTECTIVE SERVICES ----- **\$106,000.00**

3.0 TRANSPORTATION SERVICES

3.1 Vehicle and Fleet Maintenance -----

3.2 Road Transport

3.2.1 Streets, Roads, Sidewalks, etc. ----- **\$65,000.00**

3.2.2 Snow Removal ----- **\$50,000.00**

3.2.3 Street Lighting ----- **\$56,256.63**

3.2.4 Traffic Services -----

Total 3.2 Road Transport ----- **\$171,256.63**

3.3 Public Transit -----

3.4 Other Transportation Services -----

TOTAL 3.0 TRANSPORTATION SERVICES ----- **\$171,256.63**

4.0 ENVIRONMENTAL HEALTH

4.1 Water Supply ----- **\$43,000.00**

4.2 Sewage Collection and Disposal ----- **\$100,000.00**

4.3 Garbage and Waste Collection and Disposal ----- **\$180,000.00**

4.4 Other Environmental Health Services -----	
TOTAL 4.0 ENVIRONMENTAL HEALTH -----	\$323,000.00

5.0 PLANNING AND DEVELOPMENT

5.1 Planning and Zoning -----	\$45,000.00
5.2 Community Improvement and Development -----	\$10,000.00
5.3 Regional Development -----	
5.4 Tourism and Marketing -----	
5.5 Other Planning and Development -----	
TOTAL 5.0 PLANNING AND DEVELOPMENT -----	\$55,000.00

6.0 RECREATION AND CULTURAL SERVICES

6.1 Recreation Administration -----	
6.2 Recreation Facilities	
6.2.1 Recreation and Community Centres -----	\$47,000.00
6.2.2 Parks, Playgrounds etc. -----	
6.2.3 Stadium -----	
6.2.4 Swimming Pool -----	
Total 6.2 Recreation Facilities -----	\$47,000.00
6.3 Cultural Facilities -----	\$25,000.00
6.4 Recreation and Cultural Programs, Activities etc. -----	
6.5 Other Recreation and Cultural Services -----	\$26,500.00
TOTAL 6.0 RECREATIONAL AND CULTURAL SERVICES -----	\$98,500.00

7.0 FISCAL SERVICES

7.1 Debt Charges From All Sources (from page 2)

7.1.1 Municipal Annual Payment -----	\$79,202.77	(See page 2)
7.1.2 Provincial Annual Payment -----		(See page 2)
Total 7.1 Debt Charges From All Sources -----		\$79,202.77

7.2 Transfers to Authorized Reserves and other Funds

7.2.1 Provision for Uncollectible Taxes, Fees & Charges -----	\$25,000.00	
7.2.2 Operating Deficit of Prior Year -----		
7.2.3 Accumulated Deficit Reduction Plan -----		
7.2.4 Discounts, Losses, Allowances -----	\$50,000.00	
7.2.5 Capital Expenditure Out of Revenue:		
7.2.5.1 Federal Gas Tax -----	\$85,346.00	
7.2.5.2 All Other (please provide list) -----	\$353,306.00	Emerg Bldgs Renos Mun Share Prjs
Total 7.2.5 Capital Expenditure Out of Revenue -----		\$438,652.00
7.2.6 Authorized Transfers to Reserves & Other Funds:		
7.2.6.1 Federal Gas Tax -----		
7.2.6.2 All Other (please provide list) -----		
Total 7.2.6 Authorized Transfers to Reserves & Other Funds -----		
Total 7.2 Transfers to Authorized Reserves and Other Funds -----		\$513,652.00

7.3 Bank Charges & Other Fiscal Services -----		\$7,000.00
TOTAL 7.0 FISCAL SERVICES -----		\$599,854.77

TOTAL EXPENDITURES		\$1,998,848.05
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Revenues

1.0 TAXES AND RELATED REVENUES

1.1 Property Tax Information

1.1.1 Residential Property Info.	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.1.1. Mil Rate Method	\$105,922,500	744	6.5	\$688,496.25
1.1.1.2. Minimum Tax Method	\$14,053,846	261	\$350.00	\$91,350.00
1.1.1.3. Residential Grants in Lieu				
1.1.1.4. Residential Exempt Properties				

Total Residential Property Info -----

\$119,976,346

1,005

\$779,846.25

1.1.2 Commercial/Non-Residential	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.2.1. Mil Rate Method	\$1,171,500	5	6.5	\$7,614.75
1.1.2.2. Minimum Tax Method (General)	\$269,231	5	\$350.00	\$1,750.00
1.1.2.3. Minimum Tax Method (Small Structures)				
1.1.2.4. Non-Residential Grants in Lieu				
1.1.2.5. Tax Agreements				
1.1.2.6. Non-Residential Exempt Property				

Total Commercial/ Non-Residential -----

\$1,440,731

10

\$9,364.75

1.1.3 Vacant Land	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.3.1. Minimum Rate Method				

Total Vacant Land -----

Total 1.1 Property Tax Information-----

\$121,417,077	1,015
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\$789,211.00

BOX A

1.2 Water and Sewage Tax Information

1.2.1 Residential Water and Sewage	# Household Units	Tax Rate	Total Tax
1.2.1.1. # of Households (Not Connected)			
1.2.1.2. Water and Sewage Tax	823	380	\$312,740.00
1.2.1.3. Water Tax Only (if Separate Tax)	20	290	\$5,800.00
1.2.1.4. Sewage Tax Only (if Separate Tax)			
1.2.1.5. Other Residential W/S Tax	158		\$19,345.00

Total Number of Household Units -----

1,001

Total 1.2.1 Residential W/S Tax -----

\$337,885.00

1.2.2 Commercial/Non-Residential Water and Sewage	# Comm. / Non-Res. Units	Tax Rate	Total Tax
1.2.2.1. # of Commercial/Non-Residential Units (Not Connected)			
1.2.2.2. Water and Sewage Tax	10	380	\$3,800.00
1.2.2.3. Water Tax Only (if Separate Tax)			
1.2.2.4. Sewage Tax Only (if Separate Tax)			
1.2.2.5. Other Commercial/Non-Residential W/S Tax	1		\$2,545.60
1.2.2.6. Industrial & Institutional W/S (e.g. Fish Plants, Hospitals)	2		\$11,711.20

Total # of Comm./Non-residential Units -----

13

Total 1.2.2 Commercial/Non-Residential Water and Sewage Tax -----

\$18,056.80

Total 1.2 Water and Sewage Tax -----

\$355,941.80

1.3 Other Tax Information

1.3 Other Taxes	# Assessed the Tax	Tax Rate	Total Tax
1.3.1. Poll Tax			
1.3.2. Business Tax			\$28,144.79
1.3.3. Utility Tax		2.5%	\$77,676.38
1.3.4. Municipal Utility (Sales) Tax			
1.3.5. Direct Seller Tax			
1.3.6. Other Authorized Taxes			

Total 1.3 Other Taxes ----- **\$105,821.17**

Grand Total 1.0 Taxes and Related Revenue ----- **\$1,250,973.97**

(Total of Boxes A, B and C)

2.0 SALES OF GOODS AND SERVICES

2.1 Garbage Collection Fees -----	\$2,000.00	
2.2 Recreation and Cultural Services -----		
2.3 Transportation Services -----		
2.4 Fire Protection Service Fees -----		
2.5 Animal and Pest Control Fees -----		
2.6 Tipping Fees -----		
2.7 Water Supply -----	\$33,050.00	
2.8 Other Sales of Goods and Services -----		
TOTAL 2.0 SALES OF GOODS AND SERVICES -----		\$35,050.00

3.0 OTHER REVENUE FROM OWN SOURCES

3.1 Assessments, Levies, Fees and Charges -----	\$5,000.00	
3.2 Rental Income -----	\$3,300.00	
3.3 Interest from Investments -----	\$500.00	
3.4 Interest Collected on Overdue Accounts -----	\$5,000.00	
3.5 Other Revenue From Own Sources -----	\$500.00	
TOTAL 3.0 OTHER REVENUE FROM OWN SOURCES -----		\$14,300.00

4.0 GOVERNMENT TRANSFERS

4.1 Provincial Government Grants and Subsidies

4.1.1. Municipal Operating Grant -----	\$128,506.08	
4.1.2. Provincial Portion of Debt Charges -----		(See page 2)
4.1.3. Provincial Gas Tax Revenue -----	\$26,367.00	
4.1.4. Other Provincial Grants and Subsidies (Please attach list)-----		
Total 4.1 Provincial Government Grants and Subsidies -----		\$154,873.08

4.2 Federal Government Grants and Subsidies

4.2.1. Federal Gas Tax -----	\$85,346.00	
4.2.2. Other Federal Grants and Subsidies (please provide list) -----		
Total 4.2 Federal Government Grants and Subsidies-----		\$85,346.00

TOTAL 4.0 GOVERNMENT TRANSFERS -----		\$240,219.08
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5.0 OTHER TRANSFERS

5.1. Operating Surplus of Prior Year -----	\$104,999.00	
<i>5.1 Explained: Community Centre/Recreation Bldg reno / New Town Prjs Pymnts</i>		
5.2. Transfers from Authorized Reserves		
5.2.1. Gas Tax -----		
5.2.2. Other (please provide list) <i>Emerg Bldgs Renos & Mun Share Prjs</i>	\$353,306.00	
TOTAL 5.0 OTHER TRANSFERS -----		\$458,305.00

TOTAL REVENUE	\$1,998,848.05
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Please Calculate the Debt Servicing Ratio (DSR):

Debt Servicing Ratio (DSR)

Step 1 : Fill in the following information

Municipal Annual Debt Payment (7.1.1 - Page 6)		\$79,202.77
Local Revenue 1 Total Taxes and Related Revenue (Page 9).....	\$1,250,973.97	
Local Revenue 2 Total Sales of Goods and Services (Page 10).....	\$35,050.00	
Local Revenue 3 Total Other Revenue from Own Sources (Page 10).....	\$14,300.00	
Total Local Revenue		\$1,300,323.97
Municipal Operating Grant (MOG) (4.1.1. Page 11)		\$128,506.08
Provincial Gas Tax Revenue (4.1.3. Page 11)		\$26,367.00
Debt Servicing Ratio		5%

Step 2 : DSR Calculation

$$\begin{array}{ccccccc}
 \frac{\$79,202.77}{\text{Municipal Debt}} & \div & \left(\frac{\$1,300,323.97}{\text{Local Revenue}} + \frac{\$128,506.08}{\text{MOG}} + \frac{\$26,367.00}{\text{Provincial Gas Tax Revenue}} \right) & & & & \\
 & & & & = & & \frac{5\%}{\text{DSR (\%)}}
 \end{array}$$

Summary of The Municipal Budget Submission Form

Name of Municipality	VICTORIA	Budget Year	2022
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From The Municipal Budget Submission Form, the totals of the seven expenditure functions, the total expenditures, the totals of the five main revenue sources and the total revenues are found in the appropriate boxes below.

Expenditures

1.0 General Government -----	\$645,236.65	
2.0 Protective Services -----	\$106,000.00	
3.0 Transportation Services -----	\$171,256.63	
4.0 Environmental Health -----	\$323,000.00	
5.0 Planning and Development -----	\$55,000.00	
6.0 Recreation and Cultural Services -----	\$98,500.00	
7.0 Fiscal Services -----	\$599,854.77	
Total Expenditures -----		\$1,998,848.05

Revenues

1.0 Taxes -----	\$1,250,973.97	
2.0 Sales of Goods and Services -----	\$35,050.00	
3.0 Other Revenue From Own Sources -----	\$14,300.00	
4.0 Government Transfers -----	\$240,219.08	
5.0 Other Transfers -----	\$458,305.00	
Total Revenues -----		\$1,998,848.05



2022 TAX STRUCTURE

PROPERTY TAX RATES:

RESIDENTIAL PROPERTY →	6.5 MILLS / OF ASSESSED VALUE
COMMERCIAL PROPERTY →	6.5 MILLS / OF ASSESSED VALUE
MINIMUM PROPERTY TAX →	\$350.00 (Assessed Value Per Parcel \$53,846.00 or less) (Residential & Commercial)

WATER / SEWER RATES

RESIDENTIAL WATER & SEWER TAX→	\$380.00 PER YEAR
COMMERCIAL WATER & SEWER TAX→	\$380.00 PER YEAR
WATER TAX ONLY OR SEWER TAX ONLY→	\$290.00 PER YEAR
VACANT LAND WATER & SEWER TAX	\$125.00 PER YEAR (Residential & Commercial)
VACANT LAND WATER TAX	\$80.00 PER YEAR (Residential & Commercial)
COMMERCIAL RATE - FEDERAL BUILDINGS→	\$380.00 (PER YEAR)
RENTAL BUILDINGS/UNITS & APARTMENTS→	\$380.00 PER YEAR, PER UNIT
SCHOOLS / PERSONAL CARE HOMES →	\$380.00 minimum water/sewer plus 4 mills of assessed value
MEDICAL / PHARMACY→	\$380.00 minimum water/sewer plus 4 mills of assessed value

BUSINESS TAX RATES:

GENERAL BUSINESS →	15 MILLS OF ASSESSED VALUE
MINIMUM GENERAL BUSINESS TAX→	\$350.00
BUSINESS WITH NO FIXED PLACE OF ADDRESS	\$350.00
HOME-BASED / DIRECT SELLERS BUSINESS →	\$350.00 (FIXED/NON-FIXED ADDRESS)
PROFESSIONAL/RESTAURANTS/TAKE-OUTS→	15 MILLS
CONSTRUCTION/ALL OTHER BUSINESS CLASSES	
PUBLIC UTILITIES→	2.5% OF GROSS REVENUE
CABLE COMPANIES & ALL OTHER UTILITIES→	2.5% OF GROSS REVENUE - NO FIXED PLACE OF BUSINESS
MOBILE VENDORS /SIDEWALK VENDING - FLEA MARKETS & ALL SIMILAR IN-NATURE	\$10.00 PER DAY/ \$100.00 PER QRT / \$200.00 PER YEAR (Does not include flea markets, etc., on owner's property)

RESIDENTIAL PERMITS:

NEW HOUSES →	\$100.00 (2 YEARS EXPIRY)
SHEDS/GARAGES →	\$25.00 (6 MONTHS EXPIRY)
EXTENSIONS →	\$25.00 (6 MONTHS EXPIRY)
MAJOR RENOVATIONS (windows, siding, roofing, etc.) →	\$20.00 (6 MONTHS EXPIRY)
PROPERTY LANDSCAPING & EXCAVATING →	\$50.00 (6 MONTHS EXPIRY)
SHINGLE REMOVAL - RESIDENTS ONLY→	\$10.00 PERMIT plus \$7.50 PER SQUARE OF SHINGLE REMOVAL (6 MONTHS EXPIRY)
OCCUPANCY PERMIT→	\$50.00 (new business in home or rental)

COMMERCIAL PERMITS:

BUILDING PERMITS →	\$200.00 (2 YEARS EXPIRY)
OCCUPANCY PERMIT →	\$50.00 (new business in home or rental)
ADDITIONAL BUILDINGS →	\$50.00 (6 MONTHS EXPIRY)
EXTENSIONS →	\$50.00 (6 MONTHS EXPIRY)
MAJOR RENOVATIONS →	\$50.00 (windows, siding, roofing, etc.)(6 MONTHS EXPIRY)
PROPERTY LANDSCAPING & EXCAVATING →	\$100.00 (6 MONTHS EXPIRY)

OTHER PERMITS/FEEES

DEMOLITION OF BUILDINGS →	\$25.00 (plus \$500.00 REFUNDABLE FEE AFTER SITE IS RESTORED TO SATISFACTION OF COUNCIL, (6MONTHS LIMIT)
POLE INSTALLATION (UTILITIES) →	\$50.00 PER POLE / \$50.00 EACH FOR ANCHORS
QUARRY PERMITS →	\$1,000.00 PER APPLICATION
NEW WATER CONNECTION FEES →	ACTUAL COST (MIN. \$50.00)
COPIES/FAXES/EMAILS →	COPIES \$0.25 PER COPY, FAX/EMAILS \$1.00 PER 2 SHEETS
NEW BUSINESS APPLICATIONS →	\$25.00
WATER/SEWER TURN ON FEE FOR TAX ARREARS →	\$50.00 PLUS ALL OUTSTANDING TAXES/FEEES
WATER/SEWER REPAIRS - TURN OFF/ON FEES→	Before/After regular hours, actual cost, Regular business hours no fee
TAX CERTIFICATE / TAX INFORMATION →	\$100.00 FOR EACH
COMPLIANCE LETTER →	\$100.00 EACH
ADVERTISING SIGN →	\$25.00
ADVERTISING FEES →	ACTUAL COST (VARIANCE ADS, DISCRETIONARY USE ADS, NEW BUSINESS, & ALL OTHER NECESSARY ADS)
MUNICIPAL PLAN AMENDMENTS→	ACTUAL COST - (PENDING COUNCIL APPROVAL)
CHEQUES RETURNED FROM BANK (NSF) →	\$35.00 (PLUS ACTUAL BANK CHARGES)
PROCESSING FEES FOR CROWN LAND→	\$25.00
GARBAGE COLLECTION - FEDERAL BUILDINGS, ETC	\$1,000.00 (PER YEAR)
GARBAGE COLLECTION - SCHOOLS, ETC →	\$1,000.00 (PER YEAR)
INTEREST RATE ON ALL OVERDUE ACCOUNTS →	1% PER MONTH (SIMPLE INTEREST)

A 5% **DISCOUNT** WILL BE GIVEN ON RESIDENTIAL/COMMERCIAL PROPERTY & WATER SEWER TAXES ONLY, IF PAID **IN FULL ON OR BEFORE APRIL 29TH, 2022** PROVIDED NO OUTSTANDING TAXES/FEEES OWING. **DUE DATE FOR 2022 TAXES IS JUNE 30TH**, AS PER SECTION 101 (2) OF THE MUNICIPALITIES ACT 1999. ALL TAXES OWING AFTER **JUNE 30TH** ARE IN ARREARS.