



AGENDA SPECIAL COUNCIL MEETING

Monday, May 12, 2025, Directly following the Governance and Priorities Committee Meeting
Shaw Auditorium, Vancouver Island Conference Centre
80 Commercial Street, Nanaimo, BC

	Pages
1. CALL THE MEETING TO ORDER:	
2. INTRODUCTION OF LATE ITEMS:	
3. APPROVAL OF THE AGENDA:	
4. BYLAWS:	
a. <u>"Financial Plan Amendment Bylaw 2025 No. 7389.01"</u>	2 - 6
That "Financial Plan Amendment Bylaw 2025 No. 7389.01" (to amend the 2025 – 2029 Financial Plan) be adopted.	
b. <u>"Property Tax Rates Bylaw 2025 No. 7397"</u>	7 - 11
That "Property Tax Rates Bylaw 2025, No. 7397" (a bylaw to set the 2025 property tax rates) be adopted.	
5. OTHER BUSINESS:	
6. ADJOURNMENT:	

CITY OF NANAIMO

BYLAW NO. 7389.01

A BYLAW TO AMEND THE 2025 - 2029 FINANCIAL PLAN

The Municipal Council of the City of Nanaimo in open meeting assembled, ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as "Financial Plan Amendment Bylaw 2025 No. 7389.01".

2. Amendments

FINANCIAL PLAN BYLAW 2024 No 7389 is hereby amended as follows:

- (1) Delete Schedule "A" in its entirety and replace with the attached Schedule "A".
- (2) Delete Schedule "B" in its entirety and replace with the attached Schedule "B".

PASSED FIRST READING: 2025-MAY-05

PASSED SECOND READING: 2025-MAY-05

PASSED THIRD READING: 2025-MAY-05

ADOPTED: _____

MAYOR

CORPORATE OFFICER

Schedule A
City of Nanaimo
2025 - 2029 Financial Plan

	2025	2026	2027	2028	2029
Revenues:					
Revenue from Property Value Taxes	168,182,969	182,207,686	189,757,964	196,768,945	203,251,183
Revenue from Parcel Taxes	212,840	58,095	2,904	2,904	2,904
Revenue from Fees & Charges	62,122,457	65,395,438	68,356,503	69,878,380	71,164,861
Revenue from Other Sources	46,796,025	40,687,700	35,627,212	34,994,130	34,336,243
	277,314,291	288,348,919	293,744,583	301,644,359	308,755,191
Expenses:					
General Operating Expenditures	207,340,162	201,891,073	205,427,295	213,497,298	216,865,080
Sanitary Sewer Operating Expenditure:	5,830,131	5,454,451	5,478,884	5,532,102	5,624,801
Waterworks Operating Expenditures	14,773,149	13,874,242	14,269,210	13,954,843	14,299,926
Interest Payment on Municipal Debt	2,359,493	2,301,449	1,739,918	1,522,429	1,634,094
Amortization	34,573,119	34,594,617	35,140,633	35,740,285	38,652,267
Annual Surplus/Deficit	12,438,237	30,233,087	31,688,643	31,397,402	31,679,023
Add back:					
Amortization	34,573,119	34,594,617	35,140,633	35,740,285	38,652,267
Capital Expenditures					
General Capital Expenditures	76,658,678	53,539,880	32,735,440	28,346,150	40,331,300
Sanitary Sewer Capital Expenditures	7,583,018	8,465,000	5,544,700	9,381,330	5,848,100
Waterworks Capital Expenditures	21,763,897	14,193,000	15,706,950	12,900,900	14,264,200
Proceeds from Municipal Borrowing	-	-	(1,617,000)	(1,000,000)	(10,000,000)
Principal Payment on Municipal Debt	4,474,070	4,547,174	3,596,071	2,316,173	2,228,747
Transfers between Funds:					
Reserve Funds	-	-	-	-	-
DCC Funds	-	-	-	-	-
Transfers to/(from) Accumulated Surplus	(63,468,307)	(15,917,350)	10,863,115	15,193,134	17,658,943
Financial Plan Balance	-	-	-	-	-

Schedule B
City of Nanaimo
Statement of Revenue Objectives & Policies

1. Proportion of Revenue by Source

The City receives revenues from a variety of sources including property taxes and user fees. This funding pays for such services as police and fire protection, solid waste collection, management of roads, drainage, sanitary sewer, waterworks and parks infrastructure, along with the delivery of leisure and cultural services. Property taxes are the largest source of revenue as detailed in Table 1.

Table 1: Sources of Revenue

Revenue Source	\$ Total Revenue	% Total Revenue
Property Value Taxes	168,182,969	60.6%
Parcel Taxes	212,840	0.1%
Fees & Charges	62,122,457	22.4%
Other Sources	46,796,025	16.9%
Total	277,314,291	100.0%

Policies and Objectives:

Property Taxes

- The City will attempt to keep the proportional share of revenue from property taxes at a level similar to the average of comparable municipalities.
- Where new sources of revenue are made available to the City from senior governments, wherever possible these revenues will be used to reduce dependency on property taxation revenue.

Parcel Taxes

- Parcel taxes will be used whenever Council determines that they are more appropriate than property taxes.

Fees & Charges

- Wherever possible, fees & charges will be used to assign costs to those who benefit from the service provided. The proportion of the costs recovered by fees and charges will vary with the nature of the service provided.

Proceeds of Borrowing

- Borrowing will be considered when determining the funding sources of large capital projects that provide benefits to taxpayers over a long period of time (20 years or more).
- Borrowing will be consistent with the City's Debt Management Policy.

Other Sources of Revenue

- The City will continue to seek other sources of revenue in order to reduce reliance on property taxes.
- The City will consider hydroelectric power generation where practical and environmentally supportable.

2. Distribution of Property Taxes Among the Classes

Table 2 outlines the projected distribution of property taxes amongst the property classes. Projected revenue from residential provides the largest proportion of property tax revenue. This class represents the largest portion of the tax base and utilizes the majority of City services. Between 2009 and 2013, the light and major industrial tax rates were reduced to the same level as the commercial tax rate.

Table 2: Projected Distribution of Property Tax Rates and Tax Class Ratios

Property Class	\$ Property Taxes	% of Total Property Taxation	Tax Class Ratios
Residential (1)	115,406,356	68.6%	1.000
Utilities (2)	821,742	0.5%	8.768
Supportive Housing (3)	-	0.0%	-
Major Industry (4)	2,279,711	1.4%	3.166
Light Industry (5)	3,003,486	1.8%	3.166
Business and Other (6)	46,261,798	27.5%	3.166
Managed Forest Land (7)	4,130	0.0%	5.645
Recreational/Non-Profit (8)	405,582	0.2%	2.537
Farm (9)	164	0.0%	0.123
Total	168,182,969	100.0%	

Policies and Objectives:

- The City will attempt to keep the percentage of property taxes received from residential taxpayers at a level comparable to the average of similar municipalities.
- The City will attempt, over time, to reduce the commercial tax rate to the average of all BC municipalities.

3. Permissive Tax Exemptions

The City believes that permissive tax exemptions are an appropriate way to recognize the value of the services provided to the community by non-profit organizations. Each year, a list of these exemptions is included in the City's Annual Report.

Policies and Objectives:

- Permissive tax exemptions are governed by the City's Permissive Tax Exemption Policy, which outlines the criteria for which property tax exemptions may be granted.
- Permissive tax exemption requests will be reviewed by the Finance and Audit Committee and the Committee will make recommendations to Council.
- Permissive tax exemptions will be reviewed at least every three years to ensure that

the organization and property still meets the criteria established by Council.

4. Revitalization Tax Exemptions

The City believes that revitalization tax exemptions are an appropriate tool to assist the City in realizing its strategic objectives.

Policies and Objectives:

- The City can exempt municipal taxes for up to five years for projects undertaken by landowners, where the project meets defined objectives of a City strategy.
- Recipients of exemptions must enter into a Revitalization Tax Exemption Agreement with the City.
- Every revitalization tax exemption must be approved by the General Manager, Corporate Services.

CITY OF NANAIMO

BYLAW NO. 7397

A BYLAW TO FIX THE TAX RATES UPON REAL PROPERTY IN THE CITY OF NANAIMO
AND TO PROVIDE FOR THE PAYMENT OF TAXES FOR THE YEAR 2025

WHEREAS the Council shall, pursuant to Section 197 of the *Community Charter*, in each year, adopt a bylaw to impose rates on all taxable land and improvements according to their assessed value to provide the money required for purposes specified in the *Charter*;

WHEREAS the Council may, pursuant to Section 235 of the *Community Charter*, establish an Alternative Municipal Tax Collection Scheme, including penalties to be applied in relation to payments made after a tax due date established by such bylaw;

THEREFORE the Council of the City of Nanaimo, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as the "Property Tax Rates Bylaw 2025 No. 7397".

2. Definition

"COLLECTOR" means the person duly appointed as such from time to time by Council, and includes all persons appointed or designated by the Collector to act on her behalf.

"ALTERNATIVE MUNICIPAL TAX SCHEME" means the Scheme for the payment of taxes established under sections 10, 12, and 13.2 of this bylaw.

3. Tax Rates for General Municipal Purposes

Tax rates for all lawful general purposes, as shown in column 'A' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2025.

4. Tax Rates for General Debt

Tax rates for the payment of interest and principal on debts incurred by the City for municipal purposes as shown in column 'B' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on all taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2025.

5. Tax Rates for Library

Tax rates for the payment of the Vancouver Island Regional Library requisition for the Library function as shown in column 'C' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2025.

6. Specified Area Tax Rates

- (1) Tax rates for sewer/wastewater utility purposes including all debts incurred for such function, as shown in column 'D' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements liable to be specially charged by virtue of being located within the specified area as defined by the Regional District of Nanaimo pursuant to Bylaw No. 1216 and amendments thereto, according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2025.
- (2) Tax rates for the purposes outlined in Regional District of Nanaimo bylaw, known as "Duke Point Sewer Local Service Area Establishment Bylaw No. 1004, 1996" and amendments thereto, are hereby imposed and levied on taxable land and improvements liable to be specially charged pursuant to that bylaw as shown in column 'H' of Schedule 'A' attached hereto and forming a part of this Bylaw, according to their assessed value on the basis provided under Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2025.

7. Tax Rates for Regional Parks Function

Tax rates for the payment of the Regional District of Nanaimo requisition for the Regional Parks Function as shown in column 'E' of Schedule 'A' attached hereto and forming a part of this Bylaw are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2025.

8. Tax Rates for Regional District of Nanaimo

Tax rates for the payment of the Regional District of Nanaimo requisition, excluding tax rates for the Regional Parks Function under Section 7, as shown in column 'F' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided under Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2025.

9. Tax Rates for Nanaimo Regional Hospital District

Tax rates for the payment of the Nanaimo Regional Hospital District requisition, as shown in column 'G' of Schedule 'A' attached hereto and forming part of this Bylaw are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided by Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2025.

10. Alternative Municipal Tax Scheme

- (1) Unless section 10.3 applies, the rates and taxes named under this Bylaw are due and shall be paid in accordance with sections 10, 11, and 12 of this Bylaw on or before July 2, 2025.
- (2) An owner may elect to pay the rates and taxes named under this Bylaw in accordance with the Alternative Municipal Tax Collections Scheme by providing written notice of that election to the Collector at her office at the Service and Resource Centre, Nanaimo BC, on or before June 13, 2025.
- (3) An owner may elect to pay the rates and taxes named under this Bylaw in accordance with the General Municipal Tax Collection Scheme established under Division 10 of Part 7 of the *Community Charter* by giving written notice of that election to the Collector at her office at the Service and Resource Centre, Nanaimo BC, on or before June 13, 2025.
- (4) If an Owner does not make an election under Section 10.2 or 10.3, the Alternative Municipal Collection Scheme applies to the rates and taxes payable to that owner.

11. Rates and Taxes Payable to Collector

The rates and taxes named under this Bylaw shall be levied, raised and collected for the purposes stated, and shall be payable in Canadian funds to the Collector at the Service and Resource Centre, Nanaimo, BC.

12. Penalties

- (1) Upon the 3rd day of July, 2025, or as soon thereafter as is practicable, the Collector shall add to the unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Real Property Tax Roll of the City for 2025, two (2) percent of the amount unpaid as of the end of the 2nd day of July, 2025.
- (2) Upon the 30th day of August, 2025, or as soon thereafter as is practicable, the Collector shall add to the then unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Real Property Tax Roll of the City for 2025, an additional eight (8) percent of the amount unpaid as of the end of the 29th day of August, 2025.

13. Supplementary Tax Rolls

- (1) Upon receipt of a Supplementary Tax Roll from B.C. Assessment, the Collector shall levy taxes in accordance with the rates specified in Schedule 'A' of this Bylaw according to the taxable values as shown on the Supplementary Tax Rolls.
- (2) For each Supplementary Tax Roll, the Collector shall add penalties to the unpaid amounts as follows:
 - (a) where Supplementary Tax Notices are sent before the 1st day of June, 2025, penalties shall be added as set out in Section 12 of this Bylaw.
 - (b) where Supplementary Tax Notices are sent after the 1st day of June, 2024 and before the 2nd day of July, 2025; two (2) percent shall be added on any amount unpaid after thirty (30) days. An additional eight (8) percent shall be added on the amount unpaid as of the 29th day of August, 2025.
 - (c) where Supplementary Tax Notices are sent on or after the 3rd day of July, 2025, ten (10) percent shall be added on any amount unpaid after sixty (60) days.

PASSED FIRST READING: 2025-MAY-05
PASSED SECOND READING: 2025-MAY-05
PASSED THIRD READING: 2025-MAY-05
ADOPTED: _____

MAYOR

CORPORATE OFFICER

SCHEDULE 'A'
2025 TAX RATES

<u>CLASS</u>	<u>GENERAL MUNICIPAL</u>	<u>GENERAL MUNICIPAL DEBT</u>	<u>MUNICIPAL LIBRARY</u>	<u>REGIONAL SEWER (B AREA)</u>	<u>REGIONAL DISTRICT PARKS</u>	<u>REGIONAL DISTRICT</u>	<u>REGIONAL DISTRICT HOSPITAL</u>	<u>DUKE POINT SEWER L.S.A</u>
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
1 Residential	3.85867	0.05214	0.16474	0.33539	0.07518	0.51064	0.53975	0.72121
2 Utilities	33.83458	0.45720	1.44452	2.94071	0.65917	1.78726	1.88912	2.52423
3 Supportive Housing	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000
4 Major Industry	12.21527	0.16506	0.52151	1.06185	0.23798	1.73619	1.83515	2.45211
5 Light Industry	12.21527	0.16506	0.52151	1.06185	0.23798	1.73619	1.83515	2.45211
6 Business/Other	12.21527	0.16506	0.52151	1.06185	0.23798	1.25108	1.32239	1.76696
7 Managed Forest Land	21.78396	0.29436	0.93004	1.89328	0.42438	1.53193	1.61925	2.16363
8 Recreation/Non-Profit	9.79102	0.13230	0.41801	0.85089	0.19075	0.51064	0.53975	0.72121
9 Farm	0.47339	0.00640	0.02021	0.04125	0.00923	0.51064	0.53975	0.72121