

Amended



TOWN OF LADYSMITH

A Special Meeting of the
Council of the Town of Ladysmith
will be held in Council Chambers at City Hall on

THURSDAY, MAY 13, 2010
At 4:30 p.m.

A G E N D A

CALL TO ORDER

1. AGENDA APPROVAL

Pages

2. STAFF REPORT

- 2.1 Proposed Amendments to Five Year Financial Plan Policy No. 05-1700-A A - F

3. BYLAWS

- 3.1 Town of Ladysmith Tax Rates Bylaw 2010, No. 1715
Re: May be adopted. 1 - 2

- 3.2 Town of Ladysmith Financial Plan Bylaw 2010, No. 1716
Re: May be adopted. 3 - 6

- 3.3 Town of Ladysmith Water Parcel Tax Bylaw 2010, No. 1717
Re: May be adopted. 7

- 3.4 Town of Ladysmith Sewer Parcel Tax Bylaw 2010, No. 1718
Re: May be adopted. 8

4. Questions

ADJOURNMENT



Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Sandy Bowden, Director of Corporate Services
Date: May 12, 2010
File No:

RE: PROPOSED AMENDMENTS TO FIVE YEAR FINANCIAL PLAN POLICY NO. 05-1700-A

RECOMMENDATION(S):

That Council approve the following amendments to the Five Year Financial Plan Policy No. 05-1700-A and direct Staff to process the amendments as appropriate:

- Delete the following sentence from the first paragraph of the "Background" section:

"This public consultation process must be advertised in accordance with Section 94 of the Community Charter."

- Replace Section 10 with the following:

"After receiving all amendment requests from the Budget Committee, the Manager of Financial Services will prepare a Five Year Financial Plan that includes all the amendments. The Manager will then arrange for an advertisement in the local newspaper inviting members of the public to attend the meeting at which the Five Year Financial Plan is considered. Copies of the plan will be made available for the public upon request."

- Replace all references to Director of Financial Services with Manager of Financial Services.

PURPOSE:

The purpose of this staff report is to seek Council's authorization to amend the Five Year Financial Plan Policy No. 05-1700-A to be consistent with the requirements of the Community Charter (C.C.).

INTRODUCTION/BACKGROUND:

The process outlined in the Financial Plan Policy requires amendments to be consistent with the requirements of the C.C. Specifically, the last sentence in the first paragraph of the "Background" section is incorrect in that it implies that the C.C. requires that the public consultation process regarding the financial plan must be advertised in accordance with Section 94 of the C.C. (i.e. ad placed in two consecutive editions of the local newspaper). Section 166 of the C.C. requires that "A council must undertake a process of public consultation regarding the proposed financial plan before it is adopted" however it does not specify that this consultation process must be in accordance with Section 94.

Section 10 of the policy states that the "...financial plan will be published in the newspaper, with an invitation for submissions from the public...". It is not practical to publish the entire financial plan in the newspaper and it is recommended that this statement be amended to invite members of the public to attend the meeting at which the financial plan is considered. Staff will ensure that the financial plan is made available on the Town's website and at City Hall prior to the meeting at which Council considers the plan.

SCOPE OF WORK:

Once approved, the Corporate Services Department will ensure that the policy is amended and distributed as appropriate.

ALTERNATIVES:

Council could decide not to approve the proposed amendments to the Financial Plan Policy or it could adjust the proposed amendments as deemed appropriate.

FINANCIAL IMPLICATIONS:

n/a

LEGAL IMPLICATIONS:

Staff must ensure that the process outlined in the Financial Plan Policy is followed in its annual financial planning process.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

n/a

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

All departments participate in the five year financial planning process and will be briefed on the policy amendments.

RESOURCE IMPLICATIONS:

n/a

ALIGNMENT WITH STRATEGIC PRIORITIES:

n/a

SUMMARY:

Council adopted Five Year Financial Plan Policy No. 05-1700-A in March of 2007. The policy requires updating to be consistent with the requirements of the C.C. Staff is requesting Council's approval to amend the policy as outlined in this staff report.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENT:

Five Year Financial Plan Policy No. 05-1700-A

TOWN OF LADYSMITH
POLICIES AND PROCEDURE MANUAL

TOPIC:	FIVE YEAR FINANCIAL PLAN POLICY		
APPROVED BY:	Council	DATE:	March 19, 2007
RESOLUTION #:	2007-148		
<i>(Amended)</i>			
Definition:			
<p>A budget or Financial Plan is the financial reflection of the Town's operating and capital plans, including those items contained in the Strategic Plan. The document outlines the work and projects that the Town intends to complete over the next five years. The operations portion of the budget outlines the approved resources for each department to execute their overall mandate.</p>			
Background:			
<p>Section 165 of the <i>Community Charter</i> requires the Town to prepare a five year financial plan annually prior to adoption of the annual property tax bylaw. As per Section 197 of the <i>Community Charter</i>, the annual property tax bylaw must be adopted after the financial plan bylaw but prior to May 15th of the year. Section 166 of the <i>Community Charter</i> also requires that Council undertake a public consultation process prior to adoption of the financial plan bylaw. This public consultation process must be advertised in accordance with Section 94 of the <i>Community Charter</i>.</p>			
<p>Council prepares a Strategic Plan. This plan outlines the strategic focus for the organization for the next five years, the Financial Plan is the financial reflection of the tasks to be completed in accordance with the Strategic Plan. The development of the Strategic Plan and the Financial Plan should include opportunities for the public, Town committees, Council and all staff to bring forward ideas and suggestions. It is the responsibility of management to ensure that a process exists for all staff to provide input into the Town's plans. It is the responsibility of Council to ensure that a process exists for the public and committee members to provide input into the Town's plans. Council makes the final decision on the directions, projects and initiatives included in both the Strategic Plan and the Financial Plan.</p>			

TOPIC: FIVE YEAR FINANCIAL PLAN POLICY	
APPROVED BY: Council	DATE: March 19, 2007
RESOLUTION #: 2007-148	
<i>(Amended from)</i>	
Financial Planning Process: The financial planning process shall be as follows:	
<ol style="list-style-type: none">1) Prior to the end of the fiscal year, the Director of Financial Services will meet with all department managers individually to review their year to date actual numbers in comparison to the budgeted numbers for the year. The managers will determine what capital projects will need to be deferred to the following budget year. Any issues will be identified and if necessary a request to Council for a budget amendment should be done. A Budget Change Form should be completed for each project deferred to the following year.2) If a project was budgeted for in the current year and was to be funded from general taxes, and the project is being deferred to the following year, these funds should be put aside in a reserve to be used for the project in the following year.3) Any capital projects deferred to the following year that were to be funded from reserves, surplus or other revenue, should be included in the new financial plan under the following year, with the appropriate expenditures and funding indicated.4) Department managers will also determine if there are any new projects that they want to complete in the next five years. Managers will be responsible for getting estimates of the cost of the projects and will work closely with the Finance department to determine funding options. A complete listing of the capital projects will be provided to the Director of Financial Services by the end of November each year. Project Request forms should be completed for each capital project outlining the priority, estimated costs, funding sources, reason for the project, expected start and end dates and anticipated benefits.5) Department managers will also be responsible for determining what changes they anticipate to their operating revenue and expenses for the next five years. The Finance department will assume a cost of living increase only unless a change request is received from the department manager. Department managers will complete a budget change request for any changes to operations over the next five years.	

05 - 1700 - A

TOPIC:	FIVE YEAR FINANCIAL PLAN POLICY		
APPROVED BY:	Council	DATE:	March 19, 2007
RESOLUTION #:	2007-148		
<i>(Amended from)</i>			
<p>Examples would be for special courses, additional employees or special project work. The Budget Change request will show the amount of the change, accounts affected the reason for the request and the anticipated benefits.</p>			
6) Upon receipt of the information from the department managers, the Director of Finance will compile a five year financial plan that includes all of the items recommended by the managers. This financial plan will be distributed to all managers for review.			
7) The management team will then hold a meeting to determine what budget cuts need to be made in order to have a good first draft for Council and public consideration.			
8) The first draft of the financial plan will then be presented to the Budget Committee to receive recommendations for amendments. Each department manager will be given the option of making a presentation to the Committee regarding any projects they have included in the financial plan. Any amendments recommended by the Committee will be completed prior to the public consultation session.			
9) Once the second draft of the financial plan is complete, notice of the public consultation meeting to be held to receive public input will be published. At this public meeting, the draft financial plan will be presented and any ideas or suggestions from the public will be received. A summary of the suggestions received from the public will be prepared by the Director of Financial Services and presented to the Budget Committee. The Committee will review the items and determine whether they should be included in the financial plan.			
10) After receiving all amendment requests from the Budget Committee, the Director of Financial Services will prepare a five year financial plan that includes all the amendments. This financial plan will be published in the newspaper, with an invitation for submissions from the public, and the bylaw will be presented to Council for approval.			

05 – 1700 - A

TOPIC:	FIVE YEAR FINANCIAL PLAN POLICY		
APPROVED BY:	Council	DATE:	March 19, 2007
RESOLUTION #:	2007-148		
<i>(Amended from)</i>			
11) Upon approval, the final budget numbers will be entered into the accounting software and budget reports will be distributed to the department managers.			
Minimum Requirements for Financial Plan (As Per Section 165 of the <i>Community Charter</i>):			
The financial plan must set out the following for each year of the planning period:			
(a) the proposed expenditures by the municipality;			
(b) the proposed funding sources;			
(c) the proposed transfers to or between funds.			
The total of the proposed expenditures and transfers to other funds for a year must not exceed the total of the proposed funding sources and transfers from other funds for the year.			
The proposed expenditures must set out separate amounts for each of the following as applicable:			
(a) the amount required to pay interest and principal on municipal debt;			
(b) the amount required for capital purposes;			
(c) the amount required for a deficiency referred to in subsection (9);			
(d) the amount required for other municipal purposes.			
The proposed funding sources must set out separate amounts for each of the following as applicable:			
(a) revenue from property value taxes;			
(b) revenue from parcel taxes;			
(c) revenue from fees;			
(d) revenue from other sources;			
(e) proceeds from borrowing, other than borrowing under section 177 [revenue anticipation borrowing].			
The proposed transfers to or between funds must set out separate amounts for			
(a) each reserve fund under Division 4 of this Part, and			
(b) accumulated surplus.			

TOWN OF LADYSMITH

BYLAW NO. 1715

Being a bylaw for the levying of rates for Municipal, Hospital and Regional District purposes for the year 2010.

The Municipal Council of the Town of Ladysmith in open meeting assembled enacts as follows:

The following rates are hereby imposed:

1. (a) For all lawful general purposes of the municipality on the assessed value of the land and improvements taxable for general municipal and debt purposes, rates appearing in column "A" of the Schedule attached hereto and forming part of this bylaw.
- (b) For the purposes of the Cowichan Valley Regional District on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in column "B" of the Schedule attached hereto and forming part of this bylaw.
- (c) For hospital purposes on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in column "C" for the Cowichan Valley Regional Hospital District attached hereto and forming part of this bylaw.
2. The minimum amount of taxation on a parcel of real property shall be One Hundred (\$100.00) dollars.
3. This bylaw may be cited as the "Town of Ladysmith Tax Rates Bylaw 2010, No. 1715".

READ A FIRST TIME on the 10th day of May , 2010

READ A SECOND TIME on the 10th day of May , 2010

READ A THIRD TIME on the 10th day of May , 2010

ADOPTED on the day of , 2010

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

SCHEDULE "A"

TAX RATES (Dollars of tax per \$1000 taxable value)

PROPERTY CLASS	<u>A</u>		<u>B</u>	<u>C</u>
	Debt	Municipal	Cowichan Valley Regional District	Cowichan Valley Regional Hospital District
1. Residential	.3103	3.8359	.5131	.2387
2. Utility	2.7086	33.4889	1.7957	.8356
4. Major Industrial	6.5190	80.6001	1.7444	.8117
5. Light Industrial	1.1440	14.1450	1.7444	.8117
6. Business & Other	1.0834	13.3956	1.2570	.5849
7. Managed Forest	2.2554	27.8858	1.5392	.7162
8. Recreation/Non-profit	.2044	2.5272	.5131	.2387
9. Farm	1.9618	24.2551	.5131	.2387

TOWN of LADYSMITH

BYLAW NO. 1716

A bylaw establishing the Financial Plan for the years 2010-2014.

WHEREAS the *Community Charter* requires Municipal Councils to prepare and adopt, by bylaw, a financial plan;

NOW THEREFORE the Council of the Town of Ladysmith in open meeting assembled enacts as follows:

- (1) Schedule "A" attached hereto and made part of the bylaw is hereby adopted and shall be the Financial Plan for the Town of Ladysmith for the five years ending the thirty-first day of December, 2014.
- (2) Schedule "B" attached hereto and made part of the bylaw is hereby adopted and shall be the statement of objectives and policies for the Town of Ladysmith for the five years ending the 31st of December 2014.
- (3) This bylaw may be cited for all purposes as: "*Town of Ladysmith Financial Plan Bylaw 2010, No. 1716*".
- (4) "Town of Ladysmith Financial Plan Bylaw 2009, No. 1688" is hereby repealed.

READ A FIRST TIME on the 10th day of May, 2010

READ A SECOND TIME on the 10th day of May, 2010

READ A THIRD TIME on the 10th day of May, 2010

ADOPTED on the _____ day of _____, 2010

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

Schedule 'A' of Bylaw 1716

Town of Ladysmith 2010-2014

	2010	2011	2012	2013	2014
Revenue					
Operating					
Property Taxes	\$ 5,680,660	\$ 5,845,273	\$ 5,962,179	\$ 6,081,423	\$ 6,203,050
Payment in Place of Taxes	139,144	141,927	144,765	147,661	150,614
Fees, Charges, Other	2,489,733	2,539,528	2,590,318	2,642,125	2,694,967
Recreation – Area G & H	114,387	116,675	119,008	121,388	123,816
Interest on Investments	80,000	81,600	83,232	84,897	86,595
Penalty & Interest on Taxes	105,000	107,100	109,242	111,427	113,655
Grants (Fed./Prov./Other)	193,271	197,136	201,079	205,101	209,203
Transfers from Own Funds	531,290	490,916	500,734	510,749	520,964
Collection for Other Govts.	3,911,704	3,989,938	4,069,737	4,151,132	4,234,154
Capital					
Property Taxes	\$ 320,551	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Parcel Tax	558,122	567,322	576,522	585,722	594,402
Fees, Charges, Other	-	-	-	-	-
Debt Proceeds	-	-	-	-	-
Grants (Fed./Prov./Other)	11,709,568	3,000,000	2,066,667	1,933,333	866,667
Donations & Contributions	2,084,384	-	-	-	-
Transfers from Own Funds	8,433,747	2,042,678	1,356,811	1,030,945	588,931
Total	\$ 36,351,561	\$ 19,620,093	\$ 18,280,295	\$ 18,105,901	\$ 16,887,018
Expenditures					
Operating					
Departmental Operations	\$ 7,785,185	\$ 7,940,889	\$ 8,099,706	\$ 8,261,701	\$ 8,426,935
Library	251,922	256,960	262,100	267,342	272,688
Policing	1,067,339	1,088,686	1,110,459	1,132,669	1,155,322
Collections for Other Govt's	3,911,704	3,989,938	4,069,737	4,151,132	4,234,154
Repayment of Debt	229,039	233,620	238,292	243,058	247,919
Capital					
Departmental Capital	\$ 23,106,372	\$ 6,110,000	\$ 4,500,000	\$ 4,050,000	\$ 2,550,000
Total	\$ 36,351,561	\$ 19,620,093	\$ 18,280,295	\$ 18,105,901	\$ 16,887,019

Schedule 'B' of Bylaw No. 1716

Town of Ladysmith
2010 – 2014 Financial Plan
Statement of Objectives and Policies

In accordance with Section 165(3.1) of the Community Charter, the Town of Ladysmith (Town) is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the Community Charter;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2010. Property taxes form the greatest proportion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, police services, bylaw enforcement and street lighting.

User fees and charges form a large portion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, and sale of services - these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

Objective

- Over the next five years, the Town will increase the proportion of revenue that is received from user fees and charges by at least 3 percent over the current levels.

Policies

- The Town will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Universal water metering rates will be reviewed to ensure that appropriate user fees and charges, rather than taxation, to lessen the burden on its limited property tax base.

Table 1: Sources of Revenue

Revenue Source	% of Total Revenue	Dollar Value
Property taxes	16.89%	\$ 6,140,355
Parcel taxes	1.54%	558,122
User fees and charges	7.16%	2,604,120
Other sources	6.24%	2,269,384
Proceeds from borrowing	-	-
Government grants	32.74%	11,902,839
Own funds	24.66%	8,965,037
Collection for other governments	10.76%	3,911,704
Total	100.00%	\$ 36,351,561

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Town services.

Objectives

- Over the next five years, reduce the share of property tax paid by Major Industry (Class 4) by at least 2 percent. This reduction of the tax burden on industrial properties continues a commitment to encourage investment and employment in the community.
- Maintain the property tax rate for business and other (Class 6) at the current rate or less.

Policies

- Supplement, where possible, revenues from user fees and charges to help to offset the burden on the entire property tax base as a result of the reduction in the tax share paid by major industry (Class 4).
- If a tax shift to other property classes is required as a result of the reduction in the tax rate to major industry (Class 4), Residential (Class 1) should be the first to absorb any such shifts.
- Continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community. New investment from these areas will help offset the reduction to major industry (Class 4) while providing more revenue for the Town.
- Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage economic and environmental sustainability opportunities.
- Regularly review and compare the Town's distributions of tax burden relative to other municipalities in British Columbia.

Table 2: Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	67.55	\$4,053,464
Utilities (2)	.49	29,595
Major Industrial (4)	15.73	944,110
Light Industrial (5)	.62	37,484
Business and Other (6)	15.51	930,970
Managed Forest Land (7)	.003	172
Recreation/Non-profit (8)	.07	4,089
Farmland (9)	.02	1,327
Total		\$6,001,211

Permissive Tax Exemptions

The Town provides permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions include the following:

- The tax exemption must demonstrate benefit to the community and residents of the Town by enhancing the quality of life (economically, socially and culturally) within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the Town.
- The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial and private gain.
- Permissive tax exemptions will be considered in conjunction with: (a) other assistance being provided by the Town; (b) the potential demands for Town services or infrastructure arising from the property; and (c) the amount of revenue that the Town will lose if the exemption is granted.

Objective

- The Town will continue to provide permissive tax exemptions to some non-profit societies. The Town has also expanded its offering of permissive tax exemptions to include revitalization tax exemptions. It also intends to offer permissive tax exemptions targeted at green development for the purposes of encouraging development that will meet our *Climate Action Charter* commitments.

Policies

- Expand the permissive tax exemption policy to include eligibility requirements for green revitalization tax exemptions.
- Develop a revitalization tax exemption program which details the kinds of green activities that the exemption program will target.
- Integrate the green revitalization tax exemption program into the Town's existing economic initiatives as a means of attracting retail and commercial businesses to further invest in the community.

Table 3: Utilization of Reserves, DCC's and Surplus

Source	% of Total	Dollar Value
Reserves		\$ 2,758,830
DCC's		1,374,475
Surplus		5,306,905
Total		\$ 9,440,210

**TOWN OF LADYSMITH
BYLAW NO. 1717**

A bylaw to impose a water parcel tax on owners of land in the Town of Ladysmith pursuant to the provisions of the *Community Charter*.

WHEREAS the Council of the Town of Ladysmith is empowered by the *Community Charter* to impose and levy a water parcel tax to meet the cost of works and services that benefit land within the Municipality; and

WHEREAS certain costs have been or are to be incurred by the Town of Ladysmith in constructing and improving the water system of the Town; and

WHEREAS it is deemed essential and expedient to impose and levy a water parcel tax on land benefiting from such improvements to meet such costs;

NOW THEREFORE the Municipal Council of the Town of Ladysmith in open meeting assembled enacts as follows:

1. In this Bylaw, unless the context otherwise requires,

"Parcel" means any lot, block or other area of land in which real property is held, or into which it is subdivided, as identified in the 2010 Authenticated Tax Roll and all amendments thereto.

"Group of Parcels" means where a building or improvements is constructed over more than one parcel of land, those parcels, if contiguous, may be dealt with by the Assessor as one parcel and be assessed accordingly.

2. A water parcel tax shall be levied annually against each parcel or group of parcels of land within the Town of Ladysmith which is capable of being connected to the water system of the Town, or which is deemed to abut on the said water system.
3. The annual water parcel tax shall be in the amount of Seventy Dollars (\$70.00) per parcel or group of parcels.
4. The water parcel tax imposed by this bylaw on each parcel of land shall be shown by the Collector on the real property tax roll, and the payment of the water parcel tax shall be made in the same manner, on or before the same dates, as other real property taxes. The water parcel tax shall have the same rights and remedies as other real property taxes.
5. Every water parcel tax assessment roll and every revision thereof shall be considered and dealt with by a Parcel Tax Roll Review Panel appointed pursuant to the provisions of the *Community Charter*.
6. The provisions of this Bylaw shall become effective and be in force as of the 1st day of January for the year 2010.
7. **REPEAL**
"Water Parcel Tax Bylaw, 2009, No. 1689" is hereby repealed.
8. **CITATION**
This bylaw may be cited as "Water Parcel Tax Bylaw 2010, No.1717".

READ A FIRST TIME on the 10th day of May, 2010

READ A SECOND TIME on the 10th day of May, 2010

READ A THIRD TIME on the 10th day of May, 2010

ADOPTED on the _____ day of _____, 2010

Mayor (R. Hutchins)

7
Corporate Officer (S. Bowden)

**TOWN OF LADYSMITH
BYLAW NO. 1718**

A bylaw to impose a sewer parcel tax on owners of land in the Town of Ladysmith, pursuant to the provisions of the *Community Charter*.

WHEREAS the Council of the Town of Ladysmith is empowered by the *Community Charter* to impose and levy a sewer parcel tax to meet the cost of works and services that benefit land within the Municipality; and

WHEREAS certain costs have or will be incurred by the Town of Ladysmith in constructing and improving the sewer system of the Town; and

WHEREAS it is deemed essential and expedient to impose and levy a sewer parcel tax on land benefitting from such improvements to meet such costs;

NOW THEREFORE the Municipal Council of the Town of Ladysmith in open meeting assembled enacts as follows:

1. In this bylaw, unless the context otherwise requires,

"Parcel" means any lot, block or other area of land in which real property is held, or into which it is subdivided, as identified in the 2010 Authenticated Tax Roll and all amendments thereto.

"Group of Parcels" means where a building or improvement is constructed over more than one parcel of land, those parcels, if contiguous, may be dealt with by the Assessor as one parcel and be assessed accordingly;

2. A parcel tax shall be levied annually against each parcel or group of parcels of land within the Town of Ladysmith which is capable of being connected to the sewer system of the Town, or which is deemed to abut on the said sewer system.
3. The annual sewer parcel tax shall be in the amount of Ninety-Four Dollars (\$ 94.00) per parcel or group of parcels.
4. The sewer parcel tax imposed by this bylaw on each parcel of land shall be shown by the Collector on the real property tax roll, and the payment of the parcel tax shall be made in the same manner, on or before the same dates, as other real property taxes. The sewer parcel tax shall have the same rights and remedies as other real property taxes.
5. Every parcel tax assessment roll and every revision thereof shall be considered and dealt with by a Parcel Tax Roll Review Panel appointed pursuant to the provisions of the *Community Charter*.
6. **REPEAL**
"Sewer Parcel Tax Bylaw 2009, No. 1690" is hereby repealed.
7. The provisions of this bylaw shall become effective and be in force as of the 1st day of January for the year 2010.
9. **CITATION**
This bylaw may be cited as "Sewer Parcel Tax Bylaw 2010, No. 1718".

READ A FIRST TIME on the 10th day of May, 2010

READ A SECOND TIME on the 10th day of May, 2010

READ A THIRD TIME on the 10th day of May, 2010

ADOPTED on the _____ day of _____, 2010

Mayor (R. Hutchins)

8
Corporate Officer (S. Bowden)