



**VILLAGE OF SAYWARD
SPECIAL COUNCIL MEETING AGENDA
SEPTEMBER 28 - 7:00 PM
HYBRID TEAMS & OPEN MEETING
KELSEY CENTRE**

- 1. Call to Order**
- 2. Introduction of Late Items**
- 3. Approval of Agenda**

Recommended Resolution:

THAT the agenda for the Special Meeting of Council for September 28, 2021 be approved.

- 4. Minutes of Previous Meetings – None**
- 5. Petitions and Delegations – None**
- 6. Correspondence – None**
- 7. Council Reports – None**
- 8. Reports of Committees – None**
- 9. Mayor’s Report – None**
- 10. Unfinished Business – None**

11. Staff Reports

- a) Permissive Tax Exemption 2022 – Sayward Futures Society**

Recommended Resolutions:

THAT the report on Permissive Tax Exemptions 2022 be received for information and discussion; and,

THAT Council direct Staff on next steps. (Decision and resolution required)

- 12. Bylaws – None**
- 13. New Business – None**
- 14. Public Question Period**

Mayor: “The public question period provides time for citizens to ask questions about issues being addressed by Council during the meeting, or other issues that citizens wish to bring forward for Council to consider in the future. Speakers will be asked to state their name and address, and limit their time to one question and one follow up question.”

15. Adjournment

Recommended Resolution:

THAT the Special Meeting of Council for September 28, 2021 be adjourned.



STAFF REPORT

To: Mayor and Council
From: Ann MacDonald, CAO
Subject: Permissive Tax Exemptions 2022
Meeting date: September 21, 2021

BACKGROUND

On September 7, 2021 a permissive tax exemption staff report (attached) was prepared for Council's consideration and the following resolution was passed:

MOTION R21/207
MOVED AND SECONDED

THAT the report on Permissive Tax Exemptions 2022 be received for information and discussion; and,
THAT Council request that the Sayward Futures board appear at the September 21 meeting to present their need for a tax exemption.

CARRIED

DISCUSSION

Staff request that Council now make a decision on the matter in order to satisfy the upcoming statutory deadlines for a permissive tax exemption bylaw (if required). The timetable for this process has been included below:

Schedule	Action
June 18, 2021	Letters containing the application form will be mailed to tax exemption recipients designated in the preceding tax year.
June 21, 2021	Advertise that Council will consider additional exemptions in the July Sayward Newsletter and post notice on the website, public notice places, and social media.
August 1, 2021	Deadline for applications.
September 7, 2021	Staff Report to Council.
September 21, 2021	SFS Board presentation to Council and follow-up staff report.
October 5, and Oct 19, 2021	Bylaw, if required, brought to Council.
October 31, 2021	Deadline for Staff to advise BC Assessment Authority of any permissive tax exemptions for 2022.

RECOMMENDATIONS

THAT the report on Permissive Tax Exemptions 2022 be received for information and discussion;
and,

THAT Council direct Staff on next steps. (Resolution required)

Respectfully submitted,

Ann MacDonald
CAO

Prepared by: Lisa Clark, CFO

Attachments:

- **September 7, 2021 Staff Report**



STAFF REPORT

To: Mayor and Council
From: Ann MacDonald, CAO
Subject: **Permissive Tax Exemptions 2022**
Meeting date: September 7, 2021

BACKGROUND

On June 15, 2021 Council passed the following resolution:

MOTION R21/167
MOVED AND SECONDED

THAT the Permissive Tax Exemptions 2022 staff report be received for information and discussion, and;

THAT Staff be directed to advertise the tax exemption process as outlined in this report.

CARRIED

The following timetable was presented to Council:

Schedule	Action
June 18, 2021	Letters containing the application form will be mailed to tax exemption recipients designated in the preceding tax year.
June 21, 2021	Advertise that Council will consider additional exemptions in the July Sayward Newsletter and post notice on the website, public notice places, and social media.
August 1, 2021	Deadline for applications.
September 7, 2021	Staff Report to Council.
September 21, and Oct 5, 2021	Bylaw, if required, brought to Council.
October 31, 2021	Deadline for Staff to advise BC Assessment Authority of any permissive tax exemptions for 2022.

DISCUSSION

Staff advertised the exemption process as outlined in the chart above and received one application as follows:

Sayward Futures Society

Staff have determined that the application is reasonably complete.

- The Society has asked for a 5-year exemption (2022-2026 inclusively, note an exemption already exists for this organization which is due to expire at the end of 2021).
- The value of the exemption for 2021 is \$4,692*
 - * This amount does not include the amounts exempted relating to other agency collections such as the Regional District, Hospital District, Municipal Finance Authority, BC Assessment, library, school, and police taxes. The total tax exemption including these other agency collections for 2021 was \$6,586.
- The Society provides a general benefit to the community using its land/building to which the exemption would apply, and is eligible under the Community Charter for a permissive tax exemption.
- Financial Position for the past three years is as follows:

Sayward Futures Society						
	Revenues	Expenses	Surplus	Cash Dec 31 (not including wharf fund)	Net Assets	
2018	\$ 83,637	\$ 68,618	\$ 15,019	\$ 18,936	\$ 75,070	
2019	\$ 98,125	\$ 64,388	\$ 33,737	\$ 24,995	\$ 108,808	
2020	\$ 95,534	\$ 29,309	\$ 66,225	\$ 44,867	\$ 175,033	

Note: The Net Assets number includes the Wharf Fund which is an amount set aside for repairs to the Wharf.

- Staff will note that the applicant provides valuable services to the community and are in a healthy financial position; however, staff advise that by waiving taxes for the society, Council and citizens are essentially subsidizing the operations of this business entity;
- Council may wish to forgo offering a 5-year tax exemption because of this healthy balance sheet. Staff have been advised that a condition of Mowi using the Sayward Futures Society owned wharf is for the society to re-invest as much as 50% of its earnings in a reserve for wharf repairs and maintenance, given the importance of having access and use of the wharf for this company to carry out its work. An exemption therefore, may appear as a benefit to private business which is not permitted by a local government.

Options

Options include:

- Granting the five-year request – a five-year exemption maybe too long as exemptions are generally used to support a service which needs assistance when funding is scarce.
- Grant an exemption which is shorter in duration.

- Grant a partial/percentage exemption, for example only exempt ___% of the assessed value of the property.
- Decline the request and do not grant a tax exemption.

For any exemption, Council may grant any period up to 10 years. Granting of exemptions should be conditional on the organization meeting Council's objective of enhancing the quality of life and delivering services economically.

RECOMMENDATIONS

THAT the report on Permissive Tax Exemptions 2022 be received for information and discussion; and,

THAT Council consider requesting the Sayward Futures board to appear at the September 21 meeting to present their need for a tax exemption.

Respectfully submitted,

Ann MacDonald
CAO

Prepared by: Lisa Clark, CFO

Attachments:

- **Sayward Futures Society permissive tax exemption application**