



Staff Report to Council

DATE: Monday, June 16, 2025

DEPARTMENT: Finance

SUBJECT: Revenue Anticipation Borrowing Bylaw

EXECUTIVE SUMMARY:

In alignment with the City's banking agreements, a Revenue Anticipation Borrowing Bylaw is brought forward annually allowing for the borrowing of up to \$20 million if needed to cover current expenses.

BACKGROUND:

The main source of revenue for local government is property taxation. Property taxes are levied at the end of May and are due on the first business day in July. Expenses, on the other hand, are incurred throughout the year. This means that municipalities may face a cash flow shortage in the first six months of the year. The *Community Charter* resolves this issue by giving Council the authority to borrow temporarily and repay any amounts borrowed out of tax collections when they are received.

While the proposed bylaw authorizes up to \$20 million in borrowing, only the amount(s) actually required to cover current expenses will be borrowed. It should be noted, in previous years the City of Langford has not needed to utilize the borrowing of funding from the Revenue Anticipation Borrowing Bylaw, and at this time, it is not anticipated that the City will need to use any of this borrowing capacity as we remain in a healthy cash flow position. Having said this, per the terms of the City's banking agreements, staff have prepared Revenue Anticipation Borrowing Bylaw No. 2231 for Council consideration.

OPTIONS:

Option 1

THAT Council give first, second and third reading of Revenue Anticipation Borrowing Bylaw No. 2231, 2025.

OR Option 2

THAT Council give first, second and third readings of Revenue Anticipation Borrowing Bylaw No. 2231, 2025 with the following amendments:

- a) _____;
- b) _____;
- c) _____.

SUBMITTED BY: Curtis Staniforth, Manager of Budgets and Revenue

Concurrence: Melisa Miles, Manager of Legislative Services

Concurrence: Donna Petrie, Senior Manager of Communications & Economic Development

Concurrence: Matthew Baldwin, MCIP, RPP, Director of Development Services

Concurrence: Leah Stohmann, RPP, MCIP, Director of Community Planning and Climate Change

Concurrence: Katelyn Balzer, P.Eng., Director of Engineering and Public Works

Concurrence: Michael Dillabaugh, CPA, CA Director of Finance

Concurrence: Braden Hutchins, Deputy Chief Administrative Officer

Concurrence: Darren Kiedyk, Chief Administrative Officer

Attachment: DRAFT Revenue Anticipation Borrowing Bylaw No. 2231, 2025