

REPORT

REPORT TO: The Chair and Members of Community and Corporate Affairs Committee

REPORT FROM: Wendy O'Donnell, CPA, CGA, Deputy Treasurer/Manager of Revenue and Taxation

DATE: March 29, 2019

REPORT NO.: CORPSERV-2019-0024

RE: 2019 Final Property Tax Rates
File No.: F22/TA

RECOMMENDATION:

THAT Report No. CORPSERV-2019-0024 dated March 29, 2019, regarding the 2019 Final Property Tax Rates, be received;

AND FURTHER THAT staff bring forward a by-law at the May 6, 2019 Council meeting authorizing Council to provide for Final Property Tax Rates for the 2019 taxation year;

AND FURTHER THAT installment due dates for the Final Property Tax Rate be set as June 26, 2019 and September 26, 2019;

AND FURTHER THAT installment due dates for those on the Monthly Pre-Authorized Tax Payment Plan for 2019 be set as June 26, July 29, August 28, September 26, October 29, 2019 and for 2020 be set as January 29, February 26, March 27, April 28 and May 27, 2020;

AND FURTHER THAT the payment of property taxes for (portions of) properties classed as farmland (FT) shall be due in full on September 26, 2019.

BACKGROUND:

On January 15, 2019 Council approved Report CORPSERV-2019-0002 dated December 10, 2018 (as amended) which established the Town's 2019 operating budget net for levy requirements as \$50,689,500.

Staff will bring forward a by-law at the May 6 Council meeting that provides for the levy of taxes for the 2019 taxation year as required under the authority of Section 312 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended (Municipal Act).

COMMENTS:

The final tax levy is calculated by multiplying the Town tax rates by the assessments for each of the respective property classes. The assessments used are those found in the December 2018 returned assessment roll as provided by the Municipal Property Assessment Corporation (MPAC) for the 2019 taxation year. The final tax bill amounts are then adjusted for any applicable:

- Credits or amounts outstanding
- Phase-in amounts calculated according to Bill 140 and the Municipal Act
- Capping and clawback adjustments based on the Region's program
- Amounts paid as part of the interim bills
- Other charges such as Business Improvement Area (BIA) levies

The final property tax bill due dates are the third last business day of the months of:

- June and September for those paying by cash, cheque, debit, through a mortgage company, on-line through a banking institution, on-line third party credit card provider or on the installment-based pre-authorized payment plan;
- June, July, August, September and October for those registered in the monthly pre-authorized payment plan.

At Council's direction, property taxes for properties classed as farmland (FT) were deferred until the final installment in September. These taxes will be due in full on the third last business day of that month being September 26, 2019. As far as can be determined, Halton Hills is the only Ontario municipality that supports their farming community in this significant way.

Establishing these due dates assists the Town in securing sufficient tax revenues to meet its payment obligations to the Region of Halton and the Boards of Education and to adequately provide services and fund the operation of Town facilities.

The Town provides a number of payment options to assist property tax payers to meet the Council-approved due dates:

- Pre-Authorized Payment - 10 installment monthly plan, due date plan
- Payments through mortgage companies
- Internet and telephone payment through banks
- Third party credit card on-line payment services
- Cash, debit and cheque/post-dated cheques

Under the provisions of the Municipal Act, tax bills must be issued no later than 21 days prior to the first installment due date. To meet this requirement, tax bills will have to be mailed no later than June 5, 2019. Also, legislation requires 10 days notification of withdrawal dates and amount for those on a pre-authorized payment plan.

RELATIONSHIP TO STRATEGIC PLAN:

This report supports the following strategic objective:
Effective, efficient and economical delivery of the Town's existing services.

The establishment of the final tax rates allows for the collection of revenue to implement Council's budget decisions.

FINANCIAL IMPACT:

All recommendations are administrative in nature and do not have a financial impact.

CONSULTATION:

The 2019 final tax rates are a result of a considerable amount of work undertaken by staff from each of the area municipalities (Halton Hills, Oakville, Burlington, and Milton) in conjunction with Halton Region staff. Recommended changes to property tax policies are considered by the Area Treasurers and ultimately approved by Halton Regional Council.

PUBLIC ENGAGEMENT:

Not applicable

SUSTAINABILITY IMPLICATIONS:

The Sustainability Implications of the recommendations of this report were reviewed against the requirements of the Town's Sustainability Implications Worksheet. The Worksheet is completed for substantial non-administrative reports, major projects, studies, policies and initiatives that are relevant to advancing the Town's economic, cultural, environmental and social wellbeing, and quality of life. Since this report is none of the latter, the Sustainability Implications section is not applicable.

COMMUNICATIONS:

Final property tax information is communicated to property owners in the following ways:

- A tax brochure is included with the final tax bill mailed out to property owners in June
- Property tax information is posted on the Town's website

CONCLUSION:

Through this report, staff recommends bringing forward a by-law at the May 6, 2019 Council meeting, authorizing Council to provide for Final Property Tax Rates for the 2019 taxation year.

The establishment of tax rates and due dates ensures the timely collection of revenues so that the Town may meet its payment obligations to the Region of Halton and the Boards of Education and deliver needed services to the community as per Council's budget decisions.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "Jane Diamanti". The signature is fluid and cursive, with the first name "Jane" written in a larger, more prominent script than the last name "Diamanti".

Jane Diamanti, Commissioner of Corporate Services

A handwritten signature in black ink, appearing to read "Brent Marshall". The signature is fluid and cursive, with the first name "Brent" written in a larger, more prominent script than the last name "Marshall".

Brent Marshall, Chief Administrative Officer