



Staff Report for Committee of the Whole Meeting

Date of Meeting: November 15, 2023

Report Number: SRCFS.23.046

Department: Corporate and Financial Services

Division: Financial Services

Subject: **SRCFS.23.046 - Tax Adjustments under Section 357 and 358 of the Municipal Act**

Purpose:

The purpose of this report is to obtain Council approval to adjust taxes and penalties pursuant to the provisions of Section 357, and 358 of the Municipal Act, 2001.

Recommendation(s):

- a) That taxes amounting to \$23,721.65 be written off pursuant to the provisions of Section 357 of the Municipal Act, 2001;
- b) That taxes amounting to \$20,073.67 be written off pursuant to the provisions of Section 358 of the Municipal Act, 2001;
- c) That applicable penalty and interest be adjusted accordingly; and
- d) That the Treasurer be directed to adjust the accounts receivable accordingly.

Contact Person:

Gigi Li, Director Financial Services and Treasurer, ext. 6435.

Report Approval:

Submitted by: Sherry Adams, Commissioner of Corporate and Financial Services

Approved by: Darlene Joslin, City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and City Manager. Details of the reports approval are attached.

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Background:

Adjustments Under Section 357 – Current Year Taxes

Under Section 357 of the Municipal Act, 2001, taxpayers may make an application for the cancellation of taxes due to errors by the Municipal Property Assessment Corporation (MPAC), or in response to changes in assessment facts concerning the property. The tax reduction is not a result of Richmond Hill having failed to collect rightful taxes, but rather reduces the taxes to the correct and proper amount.

Applications have been made by Richmond Hill, or the owner, and have been reviewed by MPAC to verify assessment values and taxation periods to be used for adjustment.

Richmond Hill has received and processed eleven (11) application(s) for taxes to be cancelled under Section 357 totaling \$23,721.65 as listed in attached Appendix 1, “Tax Adjustments under the Municipal Act”. However, Richmond Hill will charge back to the Region of York and the School Boards the taxes levied on their behalf.

Adjustments Under Section 358 – Two Prior Year Taxes

Under Section 358 of the Municipal Act, 2001, taxpayers may make an application for the cancellation of taxes due to gross or manifest errors made by MPAC in the assessment for taxation in the two years prior to the current taxation year. In such an application, the taxes originally levied, or a portion thereof, are removed from the roll as not applicable due to assessment error. The tax reduction is not a result of the City having failed to collect rightful taxes, but rather reduces the taxes to the corrected and proper amount.

Applications have been made by Richmond Hill, or the owner, and have been reviewed by MPAC to verify assessment values and taxation periods to be used for the adjustment.

Richmond Hill has received and processed eight (8) application(s) for taxes to be cancelled under Section 358 totaling \$20,073.67, as listed in Appendix 1, “Tax Adjustments under the Municipal Act”. However, Richmond Hill will charge back to the other jurisdictions the taxes levied on their behalf.

Financial/Staffing/Other Implications:

A total amount of \$43,795.32 representing the City, Region, and School Board portion of taxes is being submitted for approval to be removed from the accounts receivable pursuant to Section 357 and 358 of the Municipal Act, 2001. The City’s share of adjusted taxes is an estimated decrease of \$11,978.23. Richmond Hill will also bear full responsibility for the penalties being reversed on cancelled taxes. Richmond Hill’s 2023 budget includes a provision for such adjustments for \$400,000.

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Relationship to Council’s Strategic Priorities 2020-2022:

The report is required to meet the statutory obligations of Richmond Hill under the Municipal Act, 2001. The appropriate adjustment of property tax accounts in a timely manner and with clear application of procedures meets the Strategic Plan goal of Fiscal Responsibility.

Climate Change Considerations:

Climate change considerations are not applicable to this staff report.

Conclusion:

Based on the recommendations of Staff, a net amount of \$43,795.32 is recommended to be removed from the accounts receivable and allocated to the City, Region, and School Boards.

Attachments:

The following attached documents may include scanned images of appendixes, maps and photographs. All attachments have been reviewed and made accessible. If you require an alternative format please call the contact person listed in this document.

- Appendix “1”, Tax Adjustments under the Municipal Act, 2001

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Report Approval Details

Document Title:	SRCFS.23.046 - Tax Adjustments under Section 357 and 358 of the Municipal Act.docx
Attachments:	- SRCFS.23.046 - Appendix 1 - Tax Adjustments under the Municipal Act.pdf
Final Approval Date:	Oct 25, 2023

This report and all of its attachments were approved and signed as outlined below:

Gigi Li - Oct 25, 2023 - 2:41 PM

Sherry Adams - Oct 25, 2023 - 4:16 PM

Darlene Joslin - Oct 25, 2023 - 6:17 PM