



# Staff Report

## Finance and IT Services

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**Report To:** Committee of the Whole  
**Meeting Date:** June 10, 2019  
**Report Number:** FAF.19.085  
**Subject:** 2019 Supplementary/Omitted Assessment  
**Prepared by:** Ruth Prince, Director of Finance and IT Services

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### A. Recommendations

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THAT Council receive staff report FAF.19.085, entitled "2019 Supplementary/Omitted Assessment" for information purposes;

AND THAT Council direct staff to transfer any supplementary/omitted tax revenue that is over the 2019 budget amount of \$350,000 to the working capital reserve to be used at Council's direction;

AND THAT staff report back in the fourth quarter with an analysis on the actual amount to be transferred to the working capital reserve.

### B. Overview

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This report outlines the current status of the first 2019 supplementary and omitted assessment roll tax revenue for the Town. Supplementary and omitted taxes are billed separately after the interim and annual property tax bills.

### C. Background

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The Municipal Property Assessment Corporation (MPAC) can provide the Town with supplementary and/or omitted assessment values for the current year and the two years prior when the land is omitted from the assessment roll, the use of the property changes and the property is improved due to construction, addition or renovation. MPAC sends the taxpayer a Property Assessment Change Notice identifying the supplementary and/or omitted assessment. MPAC has the authority (Section 33 and 34 of the Assessment Act) to assign supplementary and/or omitted assessment for the current year and two years prior. The property tax bill will be retroactive to the occupancy date using the appropriate tax rate.

Supplementary Assessment is additional property assessment occurring in the current year and it is added to the tax roll in the current year.

Omitted Assessment is additional property assessment for up to two years prior that would have been on the current year assessment roll had the assessment been picked up by MPAC. It is added to the tax roll for the two prior years and the current year.

## D. Analysis

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Staff have been working with MPAC to ensure that the supplementary and/or omitted assessment for the Town is completed in a timely manner. With the building growth that has occurred in the Town, in early 2019 MPAC dedicated one assessor to our area. The results of staff's efforts in working with MPAC has resulted in substantial omitted assessment (2017/2018) in its first omit/sup assessment roll run of May 1<sup>st</sup> from MPAC. MPAC will provide monthly omit/sup roll runs to the Town from May 1<sup>st</sup> to November 1<sup>st</sup>.

The Town issues supplementary tax bills after the annual bill in August for the May to August omit/sup runs. Staff usually tries to keep the due dates for the first run the same every year. (September 30<sup>th</sup> and November 30<sup>th</sup>). The September and October runs have due dates of November 15<sup>th</sup> and December 15<sup>th</sup>.

## E. The Blue Mountains Strategic Plan

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Goal #4: Promote a Culture of Organizational and Operational Excellence  
Objective #4: To Be a Financially Responsible Organization

## F. Environmental Impacts

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N/A

## G. Financial Impact

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The 2019 Budget includes an amount of \$350,000 that was projected to be received from the supplementary/omitted assessment.

The chart below outlines the May 1, 2019 omitted supplementary revenue the Town, County and School Boards will receive.

n/a	Town	County	Education	Total
Omitted (2017/2018/2019)	\$ 624,798	\$ 593,931	\$ 281,681	\$ 1,500,410
Supplementary (2019)	\$ 33,306	\$ 31,300	\$ 14,079	\$ 78,685
<b>Total</b>	<b>\$ 658,104</b>	<b>\$ 625,231</b>	<b>\$ 295,760</b>	<b>\$ 1,579,095</b>

## H. In consultation with

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Kris Couture, Tax Collector

## I. Public Engagement

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The topic of this Staff Report has not been subject to a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required.

Comments regarding this report should be submitted to Ruth Prince, Director of Finance and IT Services at [directorfit@thebluemountains.ca](mailto:directorfit@thebluemountains.ca)

## **J. Attached**

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None.

Respectfully Submitted,

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Ruth Prince  
Director of Finance and IT Services

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