



# MEMO

**TO:** Council Meeting **CC:** Clerk's Department and CAO

**FROM:** Treasury

**DATE:** October 01, 2018 **FILE:** F22-CO

**SUBJECT:** Vacancy Rebate Applications

As per section 364. (1) of the Municipal Act every local municipality shall have a program to provide tax rebates to owners of property that has vacant portions, if that property is in any of the commercial or industrial classes, as defined in subsection 308 (1).

A tax rebate program under this section must meet certain requirements to be considered eligible. for example:

1. If the property is in any of the commercial and/or industrial classes, the rebate shall equal to 30% of the taxes applicable to the eligible property.

The application shall be forwarded to the local municipality by the last day of February of the year following the taxation year in which the application is made.

The Municipality forwards these applications to MPAC for completion (assessed value attributable). Once they are returned, the Municipality then forwards them to MTE (Municipal Tax Equity), a paralegal consulting firm which the Municipality utilizes for a number of proceedings such as, tax appeals, ratios, etc.

Dave Powell (of MTE) has done a physical review of the properties with applications submitted for rebate.

Treasury recommends Council approve the applications for Vacancy Rebate for Adjustment of Taxes for 2016/2017 (as attached) at the October 15th, 2018 Council Meeting as recommended by MTE. Treasury and/or the CAO have a copy for review.

**Please note that The Municipality has proceeded with the necessary steps to phase out the Vacancy rebate program, and are awaiting the Ministries approval (2019 commencement for the 2018 tax rebate year).**

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Rhonda Mann, Deputy Treasurer