



Staff Report

Finance – Revenue

Report To: COW- Admin, Corp and Finance, SI, Comm. Services
Meeting Date: January 13, 2025
Report Number: CFS.25.002
Title: Interim Levy By-law Update
Prepared by: Amy Moore, Manager of Revenue

A. Recommendations

THAT Council receive Staff Report CFS.25.002, entitled “Interim Levy By-law Update”;

AND THAT Council approve the By-law to levy amounts on the assessment of property in the local municipality rateable for local municipality purposes as per the Municipal Act, 2001, S.O. 2001, c. 25, s. 317.

B. Overview

To obtain Council’s approval for a By-law to levy, on all rateable properties, an interim tax levy based on 50% of the total amount of taxes levied on the property in 2024.

C. Background

The Municipal Act, Section 317, allows a municipality to levy, on all rateable properties, an interim tax levy. The amount levied on a property shall not exceed 50% of the total amount of taxes for municipal and school purposes levied on the property for the previous year.

To enable the Town to bill and collect the 2025 interim tax levy, Council approval of the 2025 Interim Levy By-law is required.

D. Analysis

In February 2025, staff will commence the billing process for 2025 interim taxes. To be consistent with prior years, the instalment due dates for the interim levy for property taxes should be set as March 21, 2025, and May 21, 2025.

The Town offers two separate preauthorized payment (PAP) withdrawal programs:

1. Monthly Plan – The withdrawals are spread out over a ten-month period on the first business day commencing January 1 to October 1; and
2. Due Date Plan – The withdrawals occur on each of the four regularly scheduled instalment due dates (March, May, August, October).

The attached By-law also sets the 2025 penalty and interest rate of 1.25% per month which is the maximum rate permitted under the Municipal Act, 2001, S.O. 2001, c. 25 s. 345.

E. Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

3. Community

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

4. Quality of Life

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

F. Environmental Impacts

None.

G. Financial Impacts

The interim levy is required to provide the necessary cash flow to meet the obligations of the Town including interim payments to the County of Grey and the School Boards until the annual tax rate can be set and final notices prepared in July 2025. The interim levy for 2024 raised \$25,023,703 of which \$10,151,941 was the Town's share. The 2024 interim levy included local improvement amounts of \$154,524 and BIA levy of \$52,963.

H. In Consultation With

Monica Quinlan, Director of Corporate & Financial Services / Treasurer

I. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Amy Moore, Manager of Revenue, tax@thebluemountains.ca.

J. Attached

1. 2025 Interim Levy By-law

Respectfully submitted,

Amy Moore
Manager of Revenue

For more information, please contact:
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Report Approval Details

Document Title:	CFS.25.002 Interim By-law Levy Update.docx
Attachments:	- By-law-2025-XX-Interim-Levy-By-law.pdf
Final Approval Date:	Dec 23, 2024

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

No Signature - Task assigned to Amy Moore was completed by workflow administrator Amy Moore

Amy Moore - Dec 23, 2024 - 12:27 PM

Monica Quinlan - Dec 23, 2024 - 12:52 PM