



To: COUNCIL
Meeting Date: 12/19/2023
Subject: 2024 Interim Tax Levy Report and By-law
Submitted By: Sheryl Ayres, Chief Financial Officer
Prepared By: Wade Novak, Manager of Revenue and Service Cambridge
Report No.: 23-140-CRS
File No.: C11
Wards Affected: All Wards

RECOMMENDATION(S):

THAT Report 23-140-CRS (2024 Interim Tax Levy) be received;
AND THAT the Interim Tax Levy By-Law be passed.

EXECUTIVE SUMMARY:

Purpose

Section 317 of the Municipal Act, 2001, provides that a local municipality shall each year pass a by-law for the purpose to levy and collect the interim property taxes.

Key Findings

The tax levy will be billed across the assessment base by rates for each property class as outlined in Schedule A of the Interim Tax Levy By-law.

Financial Implications

Section 317 of the Municipal Act provides municipalities with the authority to levy interim property taxes in an amount not to exceed 50% of the total amount of taxes levied for the prior year.

STRATEGIC ALIGNMENT:

Strategic Action

Objective(s): Not Applicable

Strategic Action: Not Applicable

OR

Core Service

Program: Finance

Core Service: Billing and Collection

The interim tax levy will provide the City with an amount not greater than 50% of the prior year tax levy of the funds required to meet our 2024 financial obligations.

BACKGROUND:

Section 317 of the Municipal Act, 2001, allows a municipality to levy, on all ratable 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 City to bill and collect the 2024 interim tax levy, Council approval of the 2024 Interim Tax Levy By-law is required.

ANALYSIS:

In January 2024, staff will commence the billing process for 2024 interim taxes. The instalment due dates for the interim levy for property taxes will be set as March 1, 2024 and May 1, 2024.

The interim tax levy provides revenue to the City to meet financial obligations until the annual budget is approved and final taxes are levied in May 2024.

EXISTING POLICY / BY-LAW(S):

Section 317 of the Municipal Act, 2001, provides that a local municipality shall each year, pass a by-law for the purpose to levy and collect the interim property taxes.

FINANCIAL IMPACT:

The interim levy is required to provide the necessary cash flow to meet the obligations of the City including interim payments to the Region and School Boards until the annual tax rate can be set and final bills prepared in May 2024.

PUBLIC VALUE:

Not Applicable

ADVISORY COMMITTEE INPUT:

Not Applicable

PUBLIC INPUT:

Posted publicly as part of the report process.

INTERNAL / EXTERNAL CONSULTATION:

The tax rates on the various property tax classes, as outlined in the Interim Tax Levy By-law, are developed in consultation with the Region of Waterloo and area municipalities.

CONCLUSION:

In compliance with Section 317 of the Municipal Act, 2001, the Interim Tax Levy By-law has been prepared to levy the required funds for municipal services and meet the obligation of interim payments to the Region and School Boards.

REPORT IMPACTS:

Agreement: **No**

By-law: **Yes**

Budget Amendment: **No**

Policy: **No**

APPROVALS:

This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Director

Deputy City Manager

Chief Financial Officer

City Solicitor

City Manager

ATTACHMENTS:

1. 23-140-CRS Appendix A – 2024 Interim By-law with Rate Schedule