



The Corporation of the City of Courtenay

Staff Report

To: Council
From: Director of Financial Services
Subject: 2024 Tax Rate Bylaw

File No.: 1705-20/1970-02
Date: April 24, 2024

PURPOSE:

To seek First second and third readings of Property Tax Rate Bylaw No. 3131, 2024.

BACKGROUND:

Per Section 197 of the Community Charter Each year, after adoption of the financial plan but before May 15, a council must, by bylaw, impose property value taxes for the year by establishing tax rates for

- a) the municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan, and
- b) the amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body.

DISCUSSION:

The 2024 Property Tax Rates Bylaw No. 3131, 2024 contains tax rates for the following organizations

- City of Courtenay,
- Vancouver Island Regional Library
- Comox Valley Regional District (General Assessment Based Services)
- Comox Valley Regional District (Hospital Assessment Based Services)
- Comox Strathcona Regional Hospital District
- Municipal Finance Authority of BC
- BC Assessment Authority
- Downtown Courtenay Business Improvement Area

The City collects taxes on behalf of these organizations and is responsible for distribution of taxes collected. The total taxation to be collected is \$63,326,000 of which the portion that goes to fund City operations is \$34,007,000 which represents 54% of the total.

POLICY ANALYSIS:

2024-2028 Consolidated Financial Plan Bylaw No. 3130 authorizes the revenue to be collected and spending to be completed in the year. The financial plan bylaw must be adopted prior to the tax rate bylaw.

FINANCIAL IMPLICATIONS:

The annual property tax rate bylaw sets the property tax rates per \$1,000 of assessed property value. The tax rate bylaw itself does not authorize spending or revenue collection it is simply the tool to provide the property taxation revenue as identified in the Financial Plan bylaw.

ADMINISTRATIVE IMPLICATIONS:

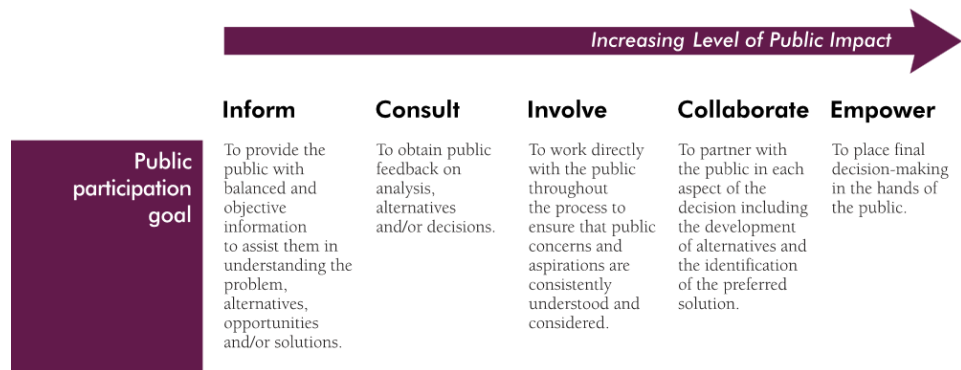
Once the property tax rate bylaw is adopted staff will prepare the annual property tax notices that will be mailed out starting mid-May. From there the annual collection process starts with a busier than normal

City hall. Normally there is a rush when people first receive their property tax notice, and then a final rush leading up to the deadline which is July 2, 2024.

If property taxes remain unpaid after the July 2, 2024 deadline a 10% penalty is applied to the outstanding balance on current years taxes. There is no daily interest charged on current years unpaid taxes until January 1, 2025. Unpaid taxes from 2024 carrying over to 2025 are considered in arrears and are charged daily interest until paid. Unpaid taxes from 2023 carrying over to 2025 are considered delinquent and are also charged daily interest until paid. Interest is only charged on the outstanding balance of taxes. Interest rates are dictated by the Province.

PUBLIC ENGAGEMENT:

Staff would inform the public based on the IAP2 Spectrum of Public Participation:



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OPTIONS:

1. THAT Council give first, second and third reading to the "Property Tax Rates Bylaw No. 3131, 2024".
2. THAT Council provide alternative direction to staff.

ATTACHMENTS:

1. Property Tax Rates Bylaw No. 3131, 2024

Prepared by: Adam Langenmaier, BBA, CPA, CA, Director of Financial Services, Chief Financial Officer
Concurrence: Geoff Garbutt, M.PI., MCIP, RPP, City Manager (CAO)