
HALDIMAND COUNTY

Report FIN-11-2025 Application for Assessment and Tax Adjustments – Sections 357,358, 359 of the Municipal Act as of May 2025



For Consideration by Council in Committee on June 17, 2025

Objective:

To approve recommended adjustments for applications reviewed as of May 2025, under Sections 357, 358 and 359 of the Municipal Act.

Recommendations:

1. THAT Report FIN-11-2025 Applications for Assessment and Tax Adjustments – Sections 357, 358, 359 of the Municipal Act as of May 2025 be received;
2. AND THAT adjustments of taxes, in accordance with Sections 357, 358 and 359 of the Municipal Act, be approved in the amount of \$6,747.95 as detailed in Attachment 1 to Report FIN-11-2025.

Prepared by: Melanie Marriott, Tax Collector, Finance

Reviewed by: Tareq El-Ahmed, CPA, Treasurer, Finance

Respectfully submitted: Mark Merritt, CPA, CA, General Manager, Financial & Data Services

Approved: Cathy Case, Chief Administrative Officer

Executive Summary:

The Assessment and Tax Adjustments summarized in this report relate to Section 357, 358 and 359 of the Municipal Act applications processed and returned from the Municipal Property Assessment Corporation (MPAC) up to the end of May 2025. Based on the information provided by MPAC, it is recommended that total tax reductions of \$6,747.95 be approved. Of the proposed reductions, the Municipal share is \$5,163.45 and the Education share, to be recovered from appropriate School Board, is \$1,584.50.

Two applications are not recommended for reduction as detailed below.

Background:

Sections 357, 358 and 359 of the Municipal Act, 2001, SO 2001, c 25 (the “Act”) allow for applications to adjust taxes levied for various reasons specific to each section. Haldimand County staff receive applications for assessment adjustments throughout the year. Once received, applications are sent to the Municipal Property Assessment Corporation (MPAC) for review and recommended assessment changes (if any), are then sent back to Haldimand County staff to calculate the applicable tax adjustments.

MPAC’s role in processing tax adjustment applications is to provide the municipality with the information it needs to enable Council to determine whether a tax refund, cancellation, reduction or increase is warranted. As outlined in the Act, the jurisdiction to make decisions on applications for tax refunds or tax increases rests solely with municipal council.

Additional information and examples for these three sections can be found under the Property Types menu of MPAC's website (www.mpac.ca) in the property assessment procedures section. A brief outline of each section is as follows.

Section 357

Section 357 of the Act provides that property owners may apply for a reduction in assessment resulting in the cancellation, reduction and/or refund of taxes due to the following reasons:

- As a result of a change event in which the property or portion of the property is eligible to be reclassified in a different class of real property and that class has a lower tax ratio for the taxation year that the class the property or portion of the property is in before the change event;
- the land has become vacant land or excess land during the year or during the preceding year after the return of the assessment roll for the preceding year;
- during the year or during the preceding year after the return of the assessment roll, a building on the land,
 - was razed by fire, demolition or otherwise, or
 - was damaged by fire, demolition or otherwise so as to render it substantially unusable for the purposes for which it was used immediately prior to the damage;
- the applicant is unable to pay taxes because of sickness or extreme poverty;
- a mobile unit on the land was removed during the year or during the preceding year after the return of the assessment roll for the preceding year;
- a person was overcharged due to a gross or manifest error that is clerical or factual in nature, including a transposition of figures, a typographical error or similar error but not an error in judgement in assessing the property; or
- repairs or renovations to the land prevented the normal use of the land for a period of at least three months during the year.

For a S.357 application, it must be filed with the Treasurer on or before the last day of February of the year following the taxation year in respect of which the application is made. For an example, if a house was demolished in November 2024, the application to adjust taxes must be filed before February 28, 2025.

As of July 2, 2024, MPAC no longer revalued or provided a change in value for the following two tax application reasons:

- damaged by fire, demolition or otherwise so as to render it substantially unusable for the purposes for which it was used immediately prior to the damage;
- repairs or renovations to the land prevented the normal use of the land for a period of at least three months during the year.

For all other changes, MPAC adjusts the assessment value on a go-forward basis if warranted. For these two particular reasons, MPAC will still offer the returned CVA and a notional value of the impacted structure for consideration, but will not adjust the assessment amount as these reasons are now being considered as "temporary". Each municipality will then determine the tax relief for property owners. The purpose of this change is to eliminate any subjectivity that may have been previously provided by MPAC as to what degree a building is substantially unusable and to avoid another assessment adjustment after a building has been rehabilitated. This report contains **three** properties affected by this change in process. The details of these applications are highlighted in the Analysis section below. Any future applications that fall under these two subsections will continue to be specifically highlighted by staff.

Section 358

Section 358 of the Act provides that applicants may apply for a reduction in assessment as a result of a gross or manifest error, in the preparation of the assessment roll, that is clerical or factual in nature, including the transposition of figures, a typographical error or similar errors, but not an error in judgment in assessing the property. In general, this Section relates to an error made by MPAC.

A S.358 application must be filed with the Treasurer between March 1st and December 31st. The application may apply only to taxes levied for one or both of the two years preceding the year in which the application is made.

Section 359

Section 359 of the Act provides that the Treasurer may make application if an undercharge is caused by a gross or manifest error that is factual, but not an error in judgment in assessing the land. An application under this section must be made on or before December 31st of the year following the year for which the application is made.

For all applications, Council is required to hold a meeting, make a decision, and notify the applicants of its decision by September of the year following the year with respect to which the application is made. Despite these provisions, these applications are brought forward by staff to Council as soon as all information is available at 4 times a year.

Analysis:

Attachment 1 to this report provides the details of the proposed Section 357 and 358 tax adjustment responses that were reviewed by MPAC over the period of March 2025 to May 2025. The recommendations included in this report cover all applications processed and returned from MPAC, that have not been previously presented to Council, up to May 2025. Any additional applications awaiting a response from MPAC will be included in future reports.

In accordance with the requirements under the Act, the applicable property owners have been notified of the recommended changes (if any) contained in this report and the date that Council intends to review the applications. The applicants, according to the Act, have the opportunity to speak to their specific application, at the June 17, 2025, Council In Committee meeting, if they so choose. In the notification sent to the applicants, they are directed to contact the Clerk to arrange to speak at the applicable Council in Committee meeting. In these circumstance, Council will be notified in advance of these requests.

Within 14 days after Council's decision, staff shall notify the applicants and specify the last day for appealing the decision. For S.357 applications, if the property owner does not agree with the adjustment (if any) as approved by Council, they have the ability to appeal to the Assessment Review Board within 35 days of Council's decision. There is no appeal process for S.358 applications (the Act states an application shall not be heard by Council unless MPAC confirms an error in the assessment referred to in the application).

Applications with Recommended Reductions:

The total amount of the proposed tax reductions as shown on Attachment 1, are summarized as follows:

Municipal Purposes	\$5,163.45
Education	<u>\$1,584.50</u>
Total Proposed Reductions	<u>\$6,747.95</u>

As noted earlier, Haldimand County received three S.357 tax adjustment applications following MPAC's revised process - two are recommended for reductions and one is recommended to be denied.

The application for 8020 Highway 3 pertains to fire damage for the period of January 1, 2024, to December 31, 2024. Internal divisions have confirmed the fire incident. In alignment with MPAC's revised process, the recommended tax reduction is based on the full notional value of \$138,539 for the damaged structure over the applicable period.

The application for 1287 Lakeshore Rd also relates to fire damage, with a claim period of December 21, 2024, to December 31, 2024. Internal divisions have confirmed the fire incident. In alignment with MPAC's revised process, the recommended tax reduction is based on the full notional value of \$70,871 for the damaged structure over the applicable period.

Applications with No Recommended Reductions:

There was one (1) S.357 application that MPAC provided a notional value of \$138,742 but is not recommended for reduction. The reason provided in the application for 2230 River Rd is for "repairs or renovations to the land prevented the normal use of the land for a period of at least three months during the year" during the period of October 1, 2024, to December 31, 2024. However, internal divisions have confirmed that there are no pending or issued permits for this property; therefore, staff are unable to verify that a reduction is warranted at this time.

There was one (1) S.358 application that MPAC has recommended for no assessment change. The application claimed a fire in 2022, however, MPAC has confirmed that the fire occurred prior to PACN assessment was issued on December 1, 2023.

No Section 359 applications were filed by the Treasurer within the time period noted above.

Financial/Legal Implications:

Although the tax reductions noted in this report pertain to the taxation years 2022 through 2024, Haldimand County's books have been closed for years prior to and including 2024, therefore the adjustment will be reflected as an expense in 2025. The approved 2025 Tax-Supported Operating Budget included an amount of \$39,000 for Haldimand's share of tax reductions. Haldimand's share of tax reductions, as outlined in this report totals \$5,163.45. Any surplus or deficit from this report and future Tax Adjustment reports will form part of the overall annual Tax-Supported surplus/deficit.

The education portion of the proposed tax reductions, totaling \$1,584.50 will be recovered from the applicable school boards.

Stakeholder Impacts:

Not applicable.

Report Impacts:

Agreement: No

By-law: No

Budget Amendment: No

Policy: No

References:

1. [Municipal Act, 2001, S.O. 2001, c. 25](#)

Attachments:

1. Proposed Tax Reductions under Section 357, 358 and 359 of the Municipal Act.