



Heritage Caledon Committee Report  
Monday, November 9, 2020  
9:30 a.m. Committee Room, Town Hall

Chair: J. Crease  
Vice Chair: B. McKenzie (remote)  
Councillor L. Kiernan (remote)  
B. Early-Rea (remote)  
D. Janosik-Wronski (remote)  
J. LeForestier (remote)  
V. Mackie (remote)  
D. Paterson (remote)  
J. Payne (remote)  
M. Starr (absent)

Manager of Revenue / Deputy Treasurer: H. Bryers (remote)  
Heritage Resource Officer: S. Drummond (remote)  
Deputy Clerk, Council and Committee Services: J. Lavecchia  
Coordinator, Council Committee: R. Reid  
Acting Manager, Policy, Heritage & Design Services: M. Williams (remote)

## INTRODUCTION

Council Committee Coordinator R. Reid advised that due to the COVID-19 pandemic and *Bill 187, Emergency Management Act, 2020*, that the meeting would be held as an electronic meeting and open to the public through an audio broadcast. She advised Members of Committee of the procedural functions of the meeting.

## CALL TO ORDER

Chair J. Crease called the meeting to order in the Committee Room at 9:46 a.m.

## DECLARATION OF PECUNIARY INTEREST

None.

## RECEIPT OF MINUTES

Moved by: D. Paterson - Seconded by: B. McKenzie

That the October 5, 2020 Heritage Caledon Committee Minutes, be received.

## A recorded vote was taken as follows:

Recorded Vote	YES	NO	ABSENT
Chair J. Crease	X		
B. Early-Rea	X		
D. Janosik-Wronski	X		
J. LeForestier	X		
V. Mackie	X		
B. McKenzie	X		
D. Paterson	X		
J. Payne	X		
M. Starr			X
<b>Total</b>	8	0	1
			Carried.

## PRESENTATION

Hillary Bryers, Manager of Revenue / Deputy Treasurer and Sally Drummond, Heritage Resource Officer for the Town of Caledon provided a presentation regarding a Heritage Property Tax Rebate Program. Ms. Bryers emphasized that the rebate is only available for the Industrial or Commercial portions of the property and other grants are available for residential heritage portions. She stated that the goal of the program is to provide a long-term incentive to promote

heritage conservation and stewardship. She advised that forty-two (42) properties are eligible for the proposed Heritage Property Tax Rebate program. Ms. Bryers explained that property owners would be required to submit an annual application to be considered for the Heritage Property Tax Rebate program. Ms. Bryers concluded the presentation by stating that property owners receiving the Heritage Property Tax Rebate will be required in accordance with *the Municipal Act, 2001*, to enter into a one-time Heritage Easement Agreement with the Town.

Members of the Committee asked questions and received responses from staff.

**REGULAR BUSINESS**

**Staff Report 2020-0299: Heritage Property Tax Rebate Program**

Moved by: D. Paterson – Seconded by: D. Janosik-Wronski

- That a by-law under Section 365.2 of the Municipal Act, 2001 to implement a Heritage Property Tax Rebate Program in the Town of Caledon be passed;
- That an unavoidable budget increase in the amount of \$50,000 be included in the 2021 Budget as the Town’s cost of the Heritage Property Tax Rebate Program;
- That the 2021 User Fee By-law include a fee of \$200.00 plus HST for the recovery of the legal fees required to facilitate this program;
- That delegated authority be granted to the Manager, Policy, Heritage and Design to approve and execute the Easement agreements;
- That the Designated Heritage Property Grant by-law be updated to allow for property owners to apply for either the Property Grant or the Tax Rebate program; and
- That notice be provided to the Region of Peel and Minister of Finance upon passing of the Heritage Property Tax Rebate Program By-law and that support for the program be requested from the Region of Peel.

**A recorded vote was taken as follows:**

Recorded Vote	YES	NO	ABSENT
Chair J. Crease	X		
B. Early-Rea	X		
D. Janosik-Wronski	X		
J. LeForestier		X	
V. Mackie	X		
B. McKenzie	X		
D. Paterson	X		
J. Payne	X		
M. Starr			X
Total	7	1	1

Carried.

**Staff Report 2020-0396: Recommendation to Remove Non-Designated Properties from Heritage Register**

Moved by: B. McKenzie – Seconded by: V. Mackie

- That the 13 listed non-designated properties identified on Schedule A to Report 2020-0396 be removed from the Town of Caledon Heritage Register pursuant to section 27 of the Ontario Heritage Act.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	ABSENT
Chair J. Crease	X		
B. Early-Rea	X		
D. Janosik-Wronski	X		
J. LeForestier	X		
V. Mackie	X		
B. McKenzie	X		
D. Paterson	X		
J. Payne	X		
M. Starr			X
<b>Total</b>	8	0	1
			Carried.

UPDATES

Heritage Caledon Sub-Committee Updates

a) Grants

Vice Chair B. McKenzie advised that the 2020 Fall Grant Program is complete, with eleven (11) applications being approved for funding. She noted that Town staff is recommending that remaining funds be carried forward to the 2021 Grant Program.

Heritage Resource Office

a) Proposed Regulation under Bill 108 (Ontario Heritage Act)

S. Drummond advised that a staff report regarding the proposed regulation amendments under Bill 108 will be brought forward to the November 17, 2020 Planning and Development Committee Meeting. Staff is recommending that Council request an extension from the Provincial government to allow for the submission of comments regarding the proposed new regulations under Bill 108.

b) Mack’s Park

S. Drummond advised that the reference plan was finalized in October 2020 and submitted to the Credit Valley Conservation Authority. S. Drummond communicated to the Committee that staff will be presenting Council with the proposed Designation By-law for approval.

c) Caledon East Orange Lodge

S. Drummond advised that the Request for Quotation closes on December 3, 2020 and staff will be preparing a report to Council to have the contract awarded to the preferred bidder.

Budget

The Committee discussed the allocation of budget funds for the cost of a plaque for the Award of Excellence and a mobile scanner for the Committees use.

ADJOURNMENT

On a verbal motion by Member J. Payne, the meeting adjourned at 11:03 a.m.

# Heritage Tax Rebate Program

Proposed for 2021

Presented to Heritage Caledon

November 9, 2020

Hillary Bryers, Manager, Revenue/Deputy Treasurer

Sally Drummond, Heritage Resource Officer

# Heritage Tax Rebate Program

- Section 365.2 of the *Municipal Act* allows municipalities to create relief programs to support owners of properties designated under Part IV or Part V of the *Ontario Heritage Act*
- The Town of Caledon proposes a program for eligible Industrial and Commercial property owners starting in 2021.
- The Rebate amount will be 40% of the eligible Town and Education portions of the property tax bill (maximum allowable amount). The Province of Ontario will share in the cost of the program by supporting the rebate of the Education portion of the property tax bill.

# Rebate Application

- The goal of the program is to provide a long-term tax incentive to promote heritage conservation and stewardship and is subject to annual budget approval by Council.
- The rebate will be paid annually upon application to the Town from the property owner.
- The initial application will require a Heritage Easement Agreement be entered into by the property owner and registered on the title of the property. The proposed fee for the HEA is \$200 + HST to cover the legal preparation and registration costs.

# Rebate Eligibility

- There are currently 42 designated commercial/industrial properties that may be eligible for the program.
- Based on this number, it is estimated that \$150,000 of Town and Education taxes may be rebated.
- Residential designated properties will continue to be eligible to apply for the Town's Designated Heritage Property Grant program.
- Commercial and Industrial property owners will have the option of participating in either program, but not both.

# Heritage Easement Agreement

- Required under legislation to support the rebate program to demonstrate long-term commitment to the program.
- It is a voluntary legal agreement between the Town and an owner to protect the heritage features of a property and to encourage good stewardship of the property.
- Will need to be entered into and registered on the title of the property.
- Fee of \$200 + HST for agreement will be deducted from the first rebate paid under the Rebate program.
- Binding on future owners of the property once registered on title, until removed.



# Heritage Easement Agreement

- The agreement will specify the heritage attributes of the property that are to be maintained
- The agreement will need to include photographs of the heritage attributes
- The agreement will require that the property owner maintain their property in good condition and hold adequate property insurance on the property
- Town will have ability to inspect each property periodically to ensure compliance with the agreement

# Other Program Requirements

- Property owners must not have any outstanding municipal fines, work orders or contraventions
- If there are outstanding property taxes, the rebate will be paid against the outstanding tax amount first with any excess amount eligible for refund by cheque
- Applications must be made annually but easement agreement is a one-time requirement
- Rebate is only on taxes charged for the heritage portion of the assessed value in the commercial and industrial property classes

# Refund Example – 40% Rebate

- Property currently pays \$1000 Town portion, \$1000 Region portion and \$2000 Education portion of the property taxes
- Rebate would be \$1200 total:
  - \$400 for 40% of the Town's portion of the tax bill and
  - \$800 for 40% of the Education portion of the tax bill
- **Estimated Average Rebate for this program is \$3200**