

**To:** Chief Administrative Officer **Date:** April 7, 2025  
**From:** Allison Anderson, Revenue Supervisor  
**Subject:** **FIN.37(C) Property Tax Pre-Authorized Debit Plan Policy Amendment**

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### **Recommendation(s)**

That Council approve the amended FIN.37(C) Property Tax Pre-Authorized Debit Plan Policy included as Attachment A to the Revenue Supervisor's report dated April 7, 2025.

### **Purpose**

The purpose of this report is to present an amended FIN.37(C) Property Tax Pre-Authorized Debit Plan Policy for approval.

### **Background**

As part of 2025 budget deliberations, Council directed staff to look for efficiencies within their departments. A review was done of the City of Mission's property tax pre-authorized payment plan policy against neighbouring municipalities.

As a result of these discussions, Council directed staff to update the policy to bring the City of Mission interest rate more in line with neighbouring communities whilst ensuring an equitable interest rate for property owners participating in the pre-authorized debit plan program.

FIN.37(C) Property Tax Pre-Authorized Debit Plan Policy has been renamed to reflect that monthly debits are withdrawn, and the taxpayer is responsible for any remaining property tax balance on the due date. The interest rate has been updated based on Council direction.

### **Discussion and Analysis**

Attachment A is the proposed amended FIN.37(C) Property Tax Pre-Authorized Debit Plan Policy based on the direction provided by Council as part of the 2025 budget discussions. This amends the interest rate provided to participants of the pre-authorized debit plan to 4% below the prime lending rate set by the principal banker of the Province of BC.

### **Financial Implications**

The financial implications associated with this policy update have been incorporated into the City of Mission 2025 to 2029 Financial Plan Bylaw 6326-2024. It is anticipated the policy change will reduce the amount of interest paid by \$50,000 per year. The 2025 budget has been reduced by \$25,000 and a further \$25,000 reduction will be made in 2026.

On April 1, 2025, the prime lending rate set by the principal banker of the Province of BC was 4.95%, therefore; the City will pay 0.95% interest on the deposits. The next rate setting will be on July 1, 2025.

## **Communication**

The changes to the Property Tax Pre-Authorized Debit Plan will be reflected on the City's website and all applicable forms and applications.

## **Summary and Conclusion**

As part of the 2025 budget deliberations, staff were asked to find ways to reduce the property tax increase. Staff determined that the interest rate paid on pre-paid taxes could be reduced. The proposed changes to FIN.37(C) Property Tax Pre-Authorized Debit Plan Policy will bring it more in line with neighbouring municipalities while still ensuring an equitable rate for property owners who participate in the pre-authorized payment program.

Attached to this report is the policy for Council review and approval.

**Report Prepared by:** Allison Anderson, Revenue Supervisor  
**Reviewed by:** Parissa Bhullar, Manager of Financial Services  
**Reviewed by:** Doug Stewart, Director of Finance  
**Approved for Inclusion:** Mike Younie, Chief Administrative Officer

## **Attachment(s)**

Attachment A: Amended FIN.37(C) Property Tax Pre-Authorized Debit Plan Policy