

Municipality of the District of Lunenburg

Policy Details	
Name	Tax Exemption/Reduction
Number	012
Legislative Authority	MGA s. 71(1) or 71(2)
Effective Date	October 14, 2025

Purpose

- 1 (1) The purpose of this Policy is to provide tax relief of current taxes:
 - a) for certain qualifying non-profit organizations as defined in the Partial and Full Tax Exemption By-laws
 - b) to the extent that the Municipal Treasure considers appropriate, a reduction or adjustment may be made to the taxes payable on a building destroyed or partially destroyed by fire, storm, or other cause.
- (2) This Policy does not provide any exemption from area rates.

Policy re Tax Exemption – Non-profit Community Organizations

- 2 (1) It is the intention of the Municipality of the District of Lunenburg to provide partial or full tax exemption to certain qualifying non-profit organizations demonstrating service to the community at Council's discretion.
- (2) A major consideration for qualification of tax exemption will be the service the organization provides to the community.
- (3) To be eligible to be placed on Schedule AA@ or AA-1@ of the Tax Exemption By-law, the owner of the property must meet the requirements of Section 71(1) or 71(2) of the Municipal Government Act and Council must pass a motion authorizing the addition of that organization's property to the Schedule relating to the appropriate By-law.
- (4) When a property listed in Schedule AA@ or AA-1@ of the Tax Exemption By-law ceases to be owned by the organization named or ceases to be used for the purpose for which the exemption was granted, then the exemption must cease and the owner will immediately be liable for the full property tax on the entire property for the remainder of the current taxation year and all future taxation years.
- (5) Awards for tax exemptions are for a three year period. Renewal is required every three years. Any tax exemption awarded is not retroactive. Awards do not cover tax

arrears. Final awards, renewals, and removals are subject to approval and motion by Municipal Council.

(6) New applications for full or partial tax exemption must be received prior to February 28 of each year for the upcoming taxation year. All applicants are responsible for area rates, arrears of taxes and any interest levied on arrears.

(7) Renewals require that the applicant send the following information to the Municipality:

- a) a completed renewal form
- b) an updated list of the Board of Directors, and
- c) a brief report of programs outlining the benefit to the community

Policy re Tax Exemption – Building Destroyed

3 (1) It is the intention of the Municipality of the District of Lunenburg to implement a reduction, of the property taxes payable on a building that has been destroyed or partially destroyed by fire, storm, or other causes, where the property assessment does not reflect the damage and to provide for the reimbursement of any overpayment resulting from the reduction. These reductions do not apply to tax arrears or area rates.

(2) To be eligible for such a reduction, the owner of the property must apply to the Municipality and provide satisfactory evidence of such damage. The current assessment on the property cannot reflect this decrease in value due to the damage.

(3) The Municipal Treasurer is authorized to approve all reductions upon receipt of the required documentation as outlined in this policy.

(4) To calculate the reduction, the Tax Clerk will request the Director of Assessment to value the property, considering the proof of damage. Furthermore, the Tax Clerk is authorized to provide for the reimbursement of any overpayment resulting from the reduction once approval is received from the Municipal Treasurer.

(5) Reductions require the applicant to forward the following information to the Municipality:

- a) a completed “damage building” form, and
- b) supporting documentation as proof of damage or loss.

Policy Adoption	
Date of Original Passage	August 14, 2001
Date of Notice of Intent to Consider	October 7, 2025
Date of Council Approval	October 14, 2025
Date of Effective Date (if different from approval date)	
I certify that this Policy 012 Tax Exemption/Reduction was amended by Municipal Council as indicated above.	
Signature of Municipal Clerk 	Date October 14, 2025

Version	Amendment Description	Approval Date
Original V1	Tax Exemption/Reduction	Aug 14, 2001
V2	Amended to allow for refunds under \$500 be approved by Treasurer and to reflect current practice of calculating reduction when processing applications.	July 11, 2017
V3	Amended to change authority to approve reductions from Council to the Municipal Treasurer, renumbering, plain language and accessibility formatting.	Oct 14, 2025