

MPAC Update

AMCTO Zone 7 Meeting

October 25, 2024



Municipal Resources.

Access the toolkits by visiting:
www.mpac.ca/en/partnership

New toolkits are available to help municipalities answer questions from property owners.

Watch for new updates to this page, share your feedback, and let us know how else we can support you!



New Data Products.



MFIPPA-compliant
notification list



MPAC Data Report (MDR)
a monthly refresh on data
points not tied to 3rd parties



Detailed
product catalogue
in Municipal Connect

Year End Tax File.

- Delivery in late-November
- Readiness to ingest new file format
- PACNs – Updated manually or uploaded into tax software?

We have engaged with OPTA and the following tax vendors:

- ✓ Central Square (Keystone, ON PTAX, USTI/asyst)
- ✓ Central Square/Aptean (Diamond, VADIM-iCity)
- ✓ MuniSoft
- ✓ Ravic Tech
- ✓ Richard Shapcott Systems
- ✓ The Managed Mun - Encompass IT
- ✓ TownSuite Municipal Software
- ✓ TXM Services
- ✓ Vailtech Inc.

Year End Schedule.

Shipping Address Manager – Action Required – **Deadline October 18, 2024**

- Assessment Roll

- Year-End Tax File

Upcoming Deliverables to the Municipality – No Action Required

- Roll Based Municipal Change Profile PDF Reports and Data File

- Conservation Authority and Payment in Lieu listings

- History of Deleted Primaries

- Year-End Analysis Reports

- Name and Street Indices

- Assessment Change Summaries

- Levy Letter





Severances and Consolidations

Legislative and Policy Framework.



Planning Act: authoritative source for defining a parcel of land



Land Registry Data: authoritative source of ownership and boundary for a parcel of land



Assessment Act: authoritative source of assessment, classification, and liability for a parcel of land



Internal MPAC Policies and Procedures

MPAC does not have the authority to correct errors in Land Registry or Planning Act and performs its due diligence to represent the information as intended.



What is a Severance Consolidation Information Form (SCIF)?

SCIFs combine assessments for consolidations, or apportion assessments for severances

SCIFs also provide any new roll numbers produced that may be required.



MPAC is governed by section 356 of the Municipal Act to produce apportionments.

Severances. (Pre-MPAC)



Property Owner

Property Owner wishes to sever property



Land Surveyor

Deposited survey defines property boundary



Municipality

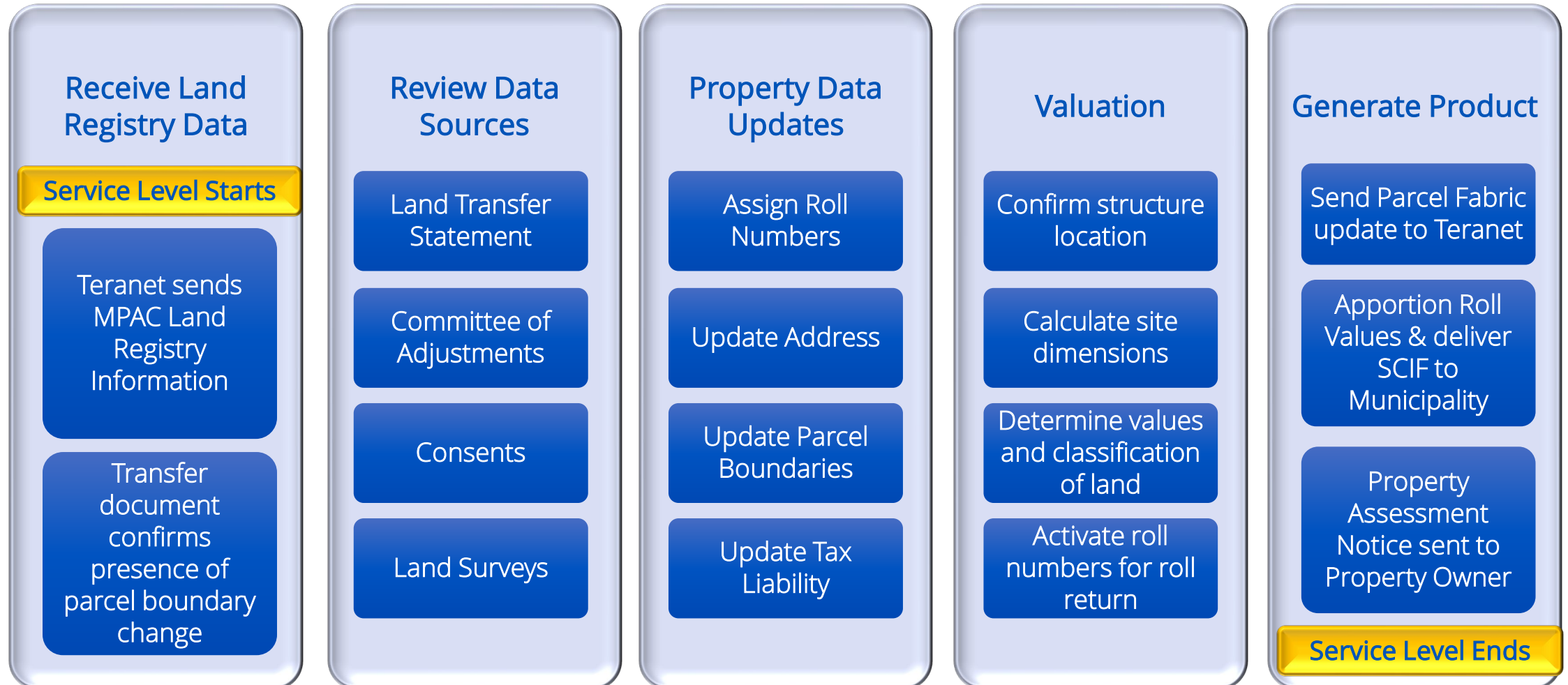
Approves Bylaw, Zoning, Committee of Adjustment, and grants consent



Land Registry

Lawyer deposits transfer (Land Transfer Tax Affidavit LTTA/S)

Severances. (MPAC)



Example of a Severance.



10 acre parcel of land assessed at \$100,000 RT

Owner sells 5 acres vacant land and retains 5 acres

Owner retains roll number, but site area changes to **5 acres** and apportioned value is now **\$50,000 RT**



New roll number created with a site area of **5 acres** and apportioned value of **\$50,000 RT**

MPAC can only apply an apportioned value based on the value and tax rate from the Assessment Roll.
The CVA of the newly created properties will be reflected on the next year's assessment Roll.

Example: SCIF – Severance.

FOR TAXATION YEAR: 2020

SEVERANCE/CONSOLIDATION PLAN INFORMATION FORM - MPAC

Field Office # / Name

Municipality

Plan Description

Registration Date (YY/MM/DD)

Date Received in LPU (YY/MM/DD)

Date Completed in LPU (YY/MM/DD)

DTS Log # (Plans - Other)

FO29 Timmins


Name of Municipality

19/05/27

19/05/27

15009714

Comments:



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

FROM:

ROLL NUMBER	PROPERTY LOCATION	ACTUAL				TOTAL ROLL VALUE	Tax Class 1 \$ Value	Tax Class 2 \$ Value	Tax Class 3 \$ Value	Tax Class 4 ... \$ Value ...
Roll Number	Civic Address here	Frontage	Area	U/M	Starting point					
1st Owner			10.00	A		\$84,000	VL/R/T \$84,000			
Owner Name	LEGAL DESCRIPTION	Depth		Farm N	Phase-in Amount	\$100,000	VL/R/T \$100,000			
Mailing Address	CON 1 PT 1 & 2				Destination	\$100,000	RU/R/T \$100,000			
Mailing address here										
City/Province	Postal									
City/Province	PC									

TO:

ROLL NUMBER	PROPERTY LOCATION	ACTUAL				TOTAL ROLL VALUE	Tax Class 1 \$ Value	Tax Class 2 \$ Value	Tax Class 3 \$ Value	Tax Class 4 ... \$ Value ...
Remaining Roll #	Civic Address	Frontage	Area	U/M	Starting point					
1st Owner			5.00	A		\$42,000	VL/R/T \$42,000			
Owner Name	LEGAL DESCRIPTION	Depth		Farm N	Phase-in Amount	\$50,000	VL/R/T \$50,000			
Mailing Address	CON 1 PT 1				Destination	\$50,000	VL/R/T \$50,000			
Mailing Address										
City/Province	Postal									
NEW LISKEARD ON	P0J 1P0									

ROLL NUMBER	PROPERTY LOCATION	ACTUAL				TOTAL ROLL VALUE	Tax Class 1 \$ Value	Tax Class 2 \$ Value	Tax Class 3 \$ Value	Tax Class 4 ... \$ Value ...
Roll Number		Frontage	Area	U/M	Starting point					
1st Owner			5.00	A		\$42,000	VL/R/T \$42,000			
Owner Name	LEGAL DESCRIPTION	Depth		Farm N	Phase-in Amount	\$50,000	VL/R/T \$50,000			
Mailing Address	CON 1 PT 2				Destination	\$50,000	VL/R/T \$50,000			
Mailing Address here										
City/Province	Postal									
City/Province	PC									

New Assessment Roll – Severance.



Retained Roll #
5 acres
\$67,000 RT



New Roll #
5 acres
\$67,000 RT

The Assessment Roll for the following tax year will display the Current Value for both the parent and the child roll numbers, based on their current state and condition.

Consolidations & Merge in Title.

Consolidation of Parcels

Two or more abutting parcels under a single ownership are consolidated at the land registry office pursuant to an Application to Consolidate Parcels.

Mergers in Title

Title to separately owned properties may in law “merge in title” and become one property for property assessment purposes when two or more abutting properties come under a single ownership. This may occur even if there is no Application to Consolidate Parcels registered at the land registry office.

Criteria to merge in title:

- ✓ Same ownership
- ✓ Abutting
- ✓ Not lots on a plan of subdivision
- ✓ No natural severance
- ✓ No stand-alone consents

MPAC does not proactively review the title to land to determine if a merge in title has occurred.



Example of a Consolidation.

5 acres parcel with a value of \$50,000 RT



5 acres parcel with a value of \$50,000 RT



After Consolidation, one roll number remains, and the site area changes to **10 acres** with an apportioned value of **\$100,000 RT**

MPAC can only apply an apportioned value based on the value and tax rate from the Assessment Roll. The CVA of the newly created property will be reflected on the next year's assessment Roll.

Example: SCIF – Consolidation.

FOR TAXATION YEAR: 2020

SEVERANCE/CONSOLIDATION PLAN INFORMATION FORM - MPAC

Field Office # / Name

Municipality

Plan Description

Registration Date (YY/MM/DD)

Date Received in LPU (YY/MM/DD)

Date Completed in LPU (YY/MM/DD)

DTS Log # (Plans - Other)

F029 Timmins


Name of Municipality

19/05/27

19/05/27

15009714

Comments:



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

FROM:

ROLL NUMBER	PROPERTY LOCATION	ACTUAL		TOTAL ROLL VALUE	Tax Class 1 \$ Value	Tax Class 2 \$ Value	Tax Class 3 \$ Value	Tax Class 4 ... \$ Value ...
		Frontage	Area	U/M				
Roll Number	Civic Address here		5.00	A	Starting point	\$42,000	VL/R/T	
Owner Name	1st Owner							
Mailing Address	LEGAL DESCRIPTION	Depth		Farm	Phase-in Amount	\$50,000	VL/R/T	
Mailing address here	CON 1 PT 1			N	Destination	\$50,000	RU/R/T	
City/Province	Postal							
City/Province	PC							

TO:

ROLL NUMBER	PROPERTY LOCATION	ACTUAL		TOTAL ROLL VALUE	Tax Class 1 \$ Value	Tax Class 2 \$ Value	Tax Class 3 \$ Value	Tax Class 4 ... \$ Value ...
		Frontage	Area	U/M				
Roll Number	Civic Address		5.00	A	Starting point	\$42,000	VL/R/T	
Owner Name	1st Owner							
Mailing Address	LEGAL DESCRIPTION	Depth		Farm	Phase-in Amount	\$50,000	VL/R/T	
Mailing Address here	CON 1 PT 2			N	Destination	\$50,000	VL/R/T	
City/Province	Postal							
City/Province	PC							

ROLL NUMBER	PROPERTY LOCATION	ACTUAL		TOTAL ROLL VALUE	Tax Class 1 \$ Value	Tax Class 2 \$ Value	Tax Class 3 \$ Value	Tax Class 4 ... \$ Value ...
		Frontage	Area	U/M				
Remaining Roll #	Civic Address		10.00	A	Starting point	\$84,000	VL/R/T	
Owner Name	1st Owner							
Mailing Address	LEGAL DESCRIPTION	Depth		Farm	Phase-in Amount	\$100,000	VL/R/T	
Mailing Address	CON 1 PT 1 & 2			N	Destination	\$100,000	VL/R/T	
City/Province	Postal							
NEW LISKEARD ON	P0J 1P0							

Next Assessment Roll - Consolidation.



Retained Roll #
10 acres
\$91,000 RT

The Assessment Roll for the following tax year will display the Current Value for the remaining roll number, based on its current state and condition.

Why are Roll Numbers Retained on Certain Properties?

Retained Roll Numbers.

- Normally, roll numbers are retained with the structure
- When they are not retained with the structure it is due to the way the severance is registered
- Municipalities can request which parcel retains the roll number by emailing lpuconsents@mpac.ca before the SCIF process begins
- Once the SCIF process has started, the roll numbers cannot be switched

How Do I Ask A Question about a SCIF?

Municipal Connect – My Work.

Home

People Portal

My Work

My Products

Analytics

My Properties

RfRs

Appeals

Building Permits

SLA

Learning Library

<<

Search **Create New**

Search by Roll, Address, Owner

JS Judy Sauder User

Work Object Type *

ENQ - Municipal Enquiry

Roll Number *

Cnty Mun

Map

Division

Parcel

You have not provided the complete roll number for this work object.

Summary

Region

28 - North Bay/Parry Sound

County

Nipissing

Municipality

Municipal Enquiry

Municipal Rep Email

judy.sauder@mpac.ca

Additional Email(s)

Type and press Enter

Provision of any supporting documentation will ensure more efficient processing of MPAC's response

Category *

Plans / Severances & Consolidations

Topic *

SCIF-Appportionment



How Do I Search for SCIFs on Municipal Connect?

Municipal Connect – My Work.

Search

Create New

Search by Roll, Address, Owner

Judy Sauder
User

JS

Work Object ID

Type and press Enter

Status

Completed x

Roll Number

Type and press Enter

Type

Select work object types

All work object types

ENQ - Municipal Enquiry

PCL - Parcelization

PER - Permit

TAX - Tax Application

VAC - Vacancy Rebate Application

Submitted By

Type user email and press Enter

Created Year

Select

Search

Search Results (1579)

Work Object ID	Roll Number	Status	Due Date	Action
PER-3987327		In Progress	2026/02/01	View



How Do I Filter Properties in My Municipality?

Municipal Connect – My Properties.

MyProperties
Watchlists

Search by Roll, Address, Owner

Judy Sauder
User

Save Filters
+ Roll Number
+ Owner
+ Municipal Address
+ Event Type
+ Municipality
Add Filters

Add Filters

Properties

Roll Create Date

Range

From
YYYY-MM-DD

To
YYYY-MM-DD

Single
YYYY-MM-DD

Event

History Reason Code

Search for History Reason Code

Apply Filter(s)

- Consolidated
- Consolidation
- Released Roll - Severance
- Sev/Con Processed
- Severance
- Etc...

How Do I Find Out What Rolls are No Longer in the Assessment Roll?

Product – History of Deleted Primaries.

Home

People Portal

My Work

My Products

Analytics

My Properties

RfRs

Appeals

Building Permits

SLA

Learning Library

240

Search

Product Name

Tax Year

HDP - History of Deleted Primaries

2024

Search

Reset

Please note: While Municipal Connect is refreshed nightly, Products are loaded periodically throughout the day as they become available.

Products

Tax Year	Product Name	Region	Mun/Org#	Extract Date
2024	HDP	28		November 2, 2023

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Next »

- .txt file
- Information includes Status (Old/New), Roll Number, Owner Name, Deletion Date, Update Date, Reason



Why Do the Municipal Connect and SCIF Values Not Match?

SCIF and CVA Not Matching.

- Values to use for in-year updates come from the SCIF, which are apportioned values from the associated assessment roll
- Municipal Connect reflects the CVA and not the apportioned value

Example

- Severance to split one property equally into two properties where the subject property has a CVA of \$100,000 RT
- Severed properties are apportioned to \$50,000 RT each on the SCIF
- Municipal Connect will reflect \$67,000 RT for each property, which is the assessed value (CVA)
- For the affected year, the SCIF value should be used to make in-year updates

Reminders.



- Review of Municipal Connect users (retirements, job duties)
- Update MPAC of any staffing/contact information

Webinar Recordings - [MPAC YouTube Channel](#)

January 17	Appeals Update
March 27	Data Sharing and Services Agreement
May 23	MPAC's Best Practices for Protecting your Municipality's Data
June 25	Tax Application: An Overview and Update
Sept 11	MPAC Property Insights and Meeting the Evolving Needs of Our Partners – A Municipal Update