



City of Prince Albert

RPT 2026-115

TITLE: Request for Tax Relief – 1391 6th Street East

DATE: April 7, 2026

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the request to write off penalties and tax enforcement costs accrued for the property located at 1391 6th Street East be denied.

EXECUTIVE SUMMARY:

The property owner of 1391 6th Street East has forwarded correspondence requesting consideration of tax relief for the penalties that have accrued on the property. This report is recommending that the request be denied as property taxes for the property was not paid for three consecutive years.

BACKGROUND:

The property owner of 1391 6th Street East has forwarded the attached correspondence regarding the penalty fees that have accrued for the said property.

PROPOSED APPROACH AND RATIONALE:

The property was purchased by Pierce Pellerin on November 28, 2022. The City received the title change from ISC on December 4, 2022 with the new purchaser on title being Pierce Pellerin with a mailing address of 1391 6th Street East.

The City has mailed tax notices and reminders repeatedly to the property address of 1391 6th Street East. There is no record on file indicating that the property owner called requesting a copy of the Tax Notices for the Years 2023, 2024 and 2025.

The property owner Andrea Pellerin claims there was an address change on the title that was submitted to ISC on March 12, 2024. The City was never given an address change, and the owner did not call and update the address, as such, the address was not updated on the City's end.

A lien was registered on November 22, 2024. When a lien is registered, ISC sends the owner on title a letter directly to them stating the lien has been registered and it is mailed to the address on the title, which according to her address change document, should have went to the correct mailing address of 1301 River Street East if it was updated in March 12, 2024.

The Tax Enforcement Act requires the City to issue the six (6) month notice to anyone listed as an owner or interested party on the title, and if the owner information does not match we are required to send it to both addresses.

A search was completed on the title in December 2025, and on January 13, 2026 a six (6) month notice was issued to Pierce Pellerin at 1391 6th Street East (as that was still the address in the City's system) and 1301 River Street East (as that was what was on ISC).

The property owner contacted the City on January 16, 2026 as they had received the six (6) month notice. The notice was delivered to the rental house at 1391 6th Street East and the tenant signed for the registered mail and advised the property owner accordingly.

As per attached correspondence, the property owner indicated that the rental house was on the TIPPS Program, however, City Administration has searched through all its files and there is no application ever submitted or signed up on TIPPS for this property.

All Tax Notices were forwarded to the rental house of 1391 6th Street East.

As per attached correspondence, the water bills for that property were being forwarded to the primary address of the property owner, however, the City has separate customer accounts for taxation and water.

CONSULTATIONS:

The Chief Clerk of Taxation discussed the matter with the property owner to discuss a payment plan for the outstanding taxes owing and penalties. The property owner has not arranged for a payment plan as she has forwarded the attached correspondence requesting tax relief of the penalties accrued to date.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

As requested by the property owner, this report is being forwarded to Council for consideration.

Once a decision is approved by City Council, Finance Administration will advise the property owner accordingly.

POLICY IMPLICATIONS:

City's Policy No. 48.1 – Abatement of Penalties for Late Tax Payments

The City's Policy No. 48.1 states as follows:

1.01 That any individual or organization that applies to have penalties for late payment of taxes abated be denied unless through a review of circumstances it becomes known that said late payment results from legislative and Bylaw direction pertaining to the issuance of tax bills not being followed.

2.01 The purpose of this policy to ensure that the City's practice is consistent when dealing with requests for the abatement of penalties for late payments.

7.01 The taxpayer will request the abatement of penalties in writing to City Council.

7.02 If directed to do so by City Council, the Director of Financial Services will assign to the City Assessor the preparation of a report that outlines the production of the tax bill for the subject property and the conformity of the production of that bill with legislative and bylaw direction.

7.03 The City Assessor will investigate and prepare a report as assigned for submission to City Council.

7.04 City Council will receive the report and make a decision based on the adherence of the tax bill production process to legislative and bylaw direction.

The Cities Act

Pursuant to Section 101 (1)(h) of The Cities Act, **only City Council has the authority to make a decision regarding Tax Abatements and cannot delegate this authority:**

Matters that must be dealt with by council

101(1) No council shall delegate:

(h) its power to exempt, forgive or defer taxes pursuant to sections 244 and 262;

As per above, **Council is the authority to approve the write off of penalties.**

BUDGET/FINANCIAL IMPLICATIONS:

The property was purchased in November of 2022.

Below is the amount owing year to date for the property:

Annual Tax Levy - Year 2023	\$2,570.34
Accrued Penalties - Year 2023	\$244.45
Balance Owing Ending Year 2023	\$2,814.79
Annual Tax Levy - Year 2024	\$2,632.97
Accrued Penalties - Year 2024	\$790.03
Advertising Lien List - May 30, 2024	\$6.52
ISC Costs - December 5, 2024	\$30.00
Tax Enforcement Costs - Dec 5, 2024	\$150.00
Balance Owing Ending Year 2024	\$6,424.31
Annual Tax Levy - Year 2025	\$3,446.73
Accrued Penalties - Year 2025	\$1,583.28
Balance Owing Ending Year 2025	\$11,454.32
ISC Costs - January 15, 2026	\$15.00
Tax Enforcement Costs - January 15, 2026	\$250.00
Accrued Penalties - Year 2026	\$443.26
Costs to Mail Tax Enforcement Letter - Jan 15, 2026	\$43.14

Cash Payment - February 4, 2026	(\$2,000.00)
Cash Payment - February 9, 2026	(\$300.00)
Cash Payment - February 17, 2026	(\$1,000.00)
Cash Payment - March 9, 2026	(\$300.00)
Balance Owing Year to Date	\$8,605.72

Taxation Levies: Year 2023, 2024 and 2025	\$8,650.04
Penalties Accrued & Tax Enforcement Costs	\$3,555.68
Cash Payments Made	(\$3,600.00)
	\$8,605.72

The property owner is requesting tax relief regarding the penalty fees and tax enforcement costs applied to the property in the total amount of \$3,555.68. This report is recommending that the request be denied as the property owner is responsible for making payments towards their taxes owing. Approving tax relief of the accrued penalties will set a precedent for other property owners that are not paying their taxes to request tax relief of their outstanding penalties.

OPTIONS TO RECOMMENDATION:

1. Council may write off just the penalty arrears and tax enforcement costs owing in the amount of \$3,555.68. This is not being recommended as that will set a precedent for other property owners requesting their penalties and arrears to be written off for non-payment.
2. Write off any other amount recommended by Council. This is not being recommended as that will set a precedent for other property owners requesting their penalties and arrears to be written off for non-payment.

STRATEGIC PLAN:

The City's Strategic Plan Priority "Building a Robust Economy" includes the priority of creating an equitable taxation structure that promotes community growth.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENT:

1. Correspondence from Andrea Pellerin.

Written by: Melodie Boulet, Finance Manager

Approved by: Acting Senior Accounting Manager, Chief Financial Officer and City Manager