



COUNCIL REPORT
Finance, Administrative & Protective Services
For the April 9th, 2019 Council Meeting

DATE: April 9th, 2019
TO: Jim Zaffino, Chief Administrative Officer
FROM: Warren Everton, Chief Financial Officer
RE: 2019 Parcel Tax Roll Review Panel

RECOMMENDATION:

THAT Council rescind the appointment of Councillor Zanon to the Parcel Tax Roll Review Panel; and

THAT Council appoint a replacement member to the Parcel Tax Roll Review Panel

EXECUTIVE SUMMARY:

Councillor Zanon is unavailable for the Parcel Tax Roll Review Panel meeting and the Panel requires three members. Council must appoint a new member in order to fulfill the requirements of Section 204 of the *Community Charter*.

BACKGROUND:

Under Section 204 of the *Community Charter*, Council must establish a Parcel Tax Roll Review Panel in order to review the parcel tax roll, hold a Parcel Tax Roll Review Panel meeting to hear any complaints from the taxpayers and give proper notice of the meeting. Once Council has established the Panel and set a date for the meeting, staff will provide the Panel with a copy of the Parcel Tax Roll for their review. Letters are required to be sent to any taxpayers that are being charged a parcel tax for the first time advising them of the Panel meeting date, time and location. In 2019, owners of 143 parcels will receive such a letter.

Respectfully submitted,

Handwritten signature of Warren Everton in black ink.

Warren Everton
Chief Financial Officer

Handwritten signature of Tracey Batten in blue ink.

Tracey Batten
Deputy CAO

Approved for Agenda

Jim Zaffino
Jim Zaffino, CAO

April 3, 2019
Date

H:\CFO\2019 Budget\Council Amendments\R2019-03-19 2019 Parcel Tax Roll Review Panel (Rescind and Reappoint)