PARCEL TAX ROLL REVIEW PANEL MINUTES

Wednesday, 2018 March 07

A meeting of the Parcel Tax Roll Review Panel was held in the Council Chamber, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Wednesday, 2018 March 07 at 6:00 p.m.

1. CALL TO ORDER

PRESENT: Councillor Dan Johnston, Chair
Councillor Pietro Calendino
Councillor Colleen Jordan *(arrived at 6:01 p.m.)*
Councillor Paul McDonell

STAFF: Ms. Noreen Kassam, Director Finance
Mr. Jonathan Helmus, Assistant Director Engineering
Mr. Richard Rowley, Assistant Director Finance
Ms. Eva Juca, Manager of Revenue & Taxation Services
Ms. Rosa Govorcin, Tax Clerk 3
Ms. Kate O'Connell, City Clerk
Ms. Monica Macdonald, Administrative Officer

The Chair called the Parcel Tax Roll Review Panel to order at 6:00 p.m.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

That the agenda of the Parcel Tax Roll Review Panel be adopted.

CARRIED UNANIMOUSLY

2. REPORTS

A) Report from the Director Finance
Re: 2018 Parcel Taxes

The Director of Finance submitted a report providing the Parcel Tax Roll Review Panel with an overview of the parcel tax process.

The Director of Finance recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director of Finance be adopted.

CARRIED UNANIMOUSLY

Councillor Jordan arrived at the meeting 6:01 p.m.

B) Report from the Director Finance
Re: Local Area Service Foot Frontage Rules

The Director Finance submitted a report providing an overview of the foot frontage rules used to charge the Local Area Service Taxes that form part of the Parcel Tax Roll.

The Director Finance recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director of Finance be adopted.

CARRIED UNANIMOUSLY

C) Report from the Director Finance
Re: Appeal - 2018 Foot Frontage for 7753 Davies Street

The Director Finance submitted a report reviewing the Local Area Services foot frontage assessment for Local Area Service Project No. 16-601.

The Director Finance recommended:

1. THAT the actual frontage footage of 62.7ft be used in respect of the Local Area Service project No. 16-601 instead of the taxable frontage of 118.24ft.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director of Finance be adopted.

CARRIED UNANIMOUSLY

D) Report from the Director Finance
Re: Confirmation and Authentication of the 2018 Parcel Tax Rolls

The Director Finance submitted a report requesting confirmation and authentication of the 2018 Sewer Parcel Tax Roll and the 2018 Local Area Service Tax Roll.

The Director Finance recommended:

1. THAT the 2018 Sewer Parcel Tax Roll as received by the Parcel Tax Roll Review Panel be confirmed and authenticated.

2. THAT the 2018 Local Area Service Tax Roll as received by the Parcel Tax Roll Review Panel be confirmed and authenticated.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendations of the Director of Finance be adopted.

CARRIED UNANIMOUSLY

3. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT this Parcel Tax Roll Review Panel do now adjourn.

CARRIED UNANIMOUSLY

The Parcel Tax Roll Review Panel adjourned at 6:03 p.m.

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Councillor Dan Johnston
CHAIR

_____
Kate O'Connell
CITY CLERK