

**VILLAGE OF PEMBERTON
PARCEL TAX ROLL REVIEW PANEL
Meeting Minutes**

Agenda for the **Parcel Tax Roll Review Panel** of Council of the Village of Pemberton to be held Thursday, March 21, 2019, at 10:00 a.m.. at the **Council Chambers, 7400 Prospect Street**. This Parcel Tax Review Panel is held in accordance with Division 4 of the *Community Charter*.

As per Section 205 (1) of the *Community Charter*, subject to subsection (2), a person may make a complaint to the Parcel Tax Roll Review Panel on one or more of the following grounds:

- a) There is an error or omission respecting a name or address on the parcel tax roll;
 - b) There is an error or omission respecting the inclusion of a parcel;
 - c) There is an error or omission respecting the taxable area or the taxable frontage of a parcel;
 - d) An exemption has been improperly allowed or disallowed.
-

PANEL MEMBERS: Councillor Amica Antonelli
Councillor Leah Noble
Councillor Ryan Zant

STAFF: Lena Martin, Manager of Finance & A
Administration/Tax Collector
Sheena Fraser, Manager of Corporate & Legislative
Services

PUBLIC: None

1. CALL TO ORDER

Lena Martin, Manager of Finance, called the meeting to order at 10:00 a.m. and advised that the first order of business is to appoint a Chair for the meeting.

2. APPOINTMENT OF THE CHAIR

Moved/Seconded

THAT the Councillor Zant be appointed Chair of the Parcel Tax Roll Review Panel.

CARRIED

Councillor Zant assumed the Chair's seat.

3. APPROVAL OF THE AGENDA

Moved/Seconded

THAT the agenda for the Parcel Tax Roll Review Panel Meeting be approved.

CARRIED

4. PARCEL TAX ROLL REPORTS

Lena Martin, Manager of Finance/ Tax Collector, provided a brief verbal report of the role of the Parcel Tax Roll Review Panel and how the parcel taxes are calculated.

Moved/Seconded

THAT the report be received.

CARRIED

5. COMPLAINTS RECIEVED

Ms. Martin advised that there were no written complaints received by the deadline of Tuesday, March 19, 2019 at 10:00 a.m.

6. AUTHENTICATION

Moved/Seconded

THAT the Parcel Tax Roll Review Panel confirm and authenticate the parcel tax assessment roll as amended by the Collector.

CARRIED

7. ADJOURNMENT

Moved/Seconded

THAT the Parcel Tax Roll Review Panel Meeting be adjourned at 10:30 a.m.

CARRIED



Councillor Zant, Chair
Parcel Tax Roll Review Panel