



**Date:** 30/01/2019

## **AGENDA ITEM SUMMARY**

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**To:** Chair and Directors, Cariboo Regional District Board

**And To:** John MacLean, Chief Administrative Officer

**From:** Alice Johnston, Manager of Corporate Services/Deputy CAO

**Date of Meeting:** Cariboo Regional District Board\_Feb08\_2019

**File:** 540-20

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### **Short Summary:**

Appointments to the 2019 Parcel Tax Roll Review Panel

### **Voting:**

Corporate Vote - Unweighted

### **Memorandum:**

It is necessary to appoint a Parcel Tax Roll Review Panel to consider those complaints, if any, resulting from parcel taxes being applied to a property for the first time in 2019. It is recommended that those Directors who have such parcel taxes in their area be appointed to the Panel; this year Electoral Area F has 28 properties in the Lexington Water System which will be levied a new parcel tax, and Electoral Area A has 43 properties in the Benjamin Water System that will also be subject to a parcel tax for the first time.

There is a requirement in legislation to appoint at least three members to the Panel; therefore it is suggested that Directors Sorley, Delainey and Forseth be appointed so that one meeting may be held in the Central Cariboo for the convenience of the affected property owners in the Lexington area. It is further suggested that Director Sjostrom and at least two other northern Directors be appointed to a second Parcel Tax Roll Review Panel so that the other meeting may be held in the north Cariboo for the convenience of those residents in the Benjamin Water Service Area.

In addition to appointing members, the Board must establish the time and place for the two meetings. The timeline is incredibly tight, as letters must be sent at least 14 days prior to the meeting(s) and newspaper advertising must take place for two consecutive weeks, so staff suggest that the meetings be held on February 26<sup>th</sup> or 27<sup>th</sup> if possible. February 28<sup>th</sup> is the legislated deadline to send the authenticated rolls to the Surveyor of Taxes.

### **Attachments:**

n/a

### **Financial Implications:**

None at this time.

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## **Policy Implications:**

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## **Alignment with Strategic Plan:**

- Ensuring Sufficient and Sustainable Funding
- Building on our Relationships
- Providing Cost Effective High Quality Services
- Focusing on Being Well Governed

The appointment of Directors to a Parcel Tax Roll Review Panel is a legislated requirement.

## **CAO Comments:**

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## **Options:**

Receipt and appoint at least three Directors to the Panel(s).

## **Recommendation:**

**#1:** That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated January 30, 2019, regarding appointments to the 2019 Parcel Tax Roll Review Panel, be received. Further, that the Board appoint Directors Sorley, Delainey and Forseth to the 2019 Central Cariboo Parcel Tax Roll Review Panel and that the Panel will meet at 2:00 p.m. on February 27, 2019 in the Cariboo Regional District office Committee Room.

**#2:** That the Board appoint Director Sjostrom and two other northern Directors to the 2019 North Cariboo Parcel Tax Roll Review Panel, and that the Panel will meet at 10:30 a.m. on February 26, 2019 in the Quesnel CRD office meeting room.