



TOWN OF MINTO

DATE: October 20th, 2017
REPORT TO: Mayor Bridge & Members of Council
FROM: Gordon Duff, Treasurer; Janet Klemp, Tax Collector
SUBJECT: Agency for Assessment Matters By-Law

STRATEGIC PLAN:

11.6 Maintain cost effective and appropriate partnerships with the Province, County and nearby municipalities to provide for efficient ongoing maintenance of infrastructure including but not limited to sharing staff resources, using similar technology, establishing joint standards and other areas of mutual benefit.

BACKGROUND:

The Province of Ontario has implemented changes to the practices and procedures of the Assessment Review Board (ARB) and assessment appeals. There is now a requirement for municipalities to appoint an Appeal Representative and a Complaints Representative in relation to all proceedings. The County of Wellington has offered to act on behalf of the lower tier municipalities in the County. This is a continuation of the close co-operation between municipal and County staff and Councils.

COMMENTS:

The County has proposed that County Treasurer, Ken DeHart will act as the Complaints Representative and Holly O'Drowsky, the Assessment Base Management Coordinator will act as the Appeal Representative, as outlined in attached report to the County of Wellington Administration, Finance and Human Resources Committee dated June 20, 2017. In order to appoint the County staff to act on behalf of the Town of Minto, the Council is required to pass an agency By-Law. This By-Law has been drafted for Council's consideration.

FINANCIAL CONSIDERATIONS:

There are no financial implications to this proposal.

RECOMMENDATION:

That Council receives the October 20th, 2017 report from the Treasurer and Tax Collector and considers passing the By-Law 2017-87 to Appoint the Corporation of the County of Wellington to be the Corporation's Agent for Certain Matters Related to Assessment in open session.

Gordon Duff CPA, CGA
Treasurer

Janet Klemp, AMCT
Tax Collector