



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

### **PARCEL TAX ROLL REVIEW PANEL MEETING OF THE VILLAGE OF LIONS BAY HELD ON THURSDAY, MARCH 11, 2021 at 7:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY AND VIA ZOOM VIDEO CONFERENCE**

#### **MINUTES**

In Attendance:

Council: Councillor Neville Abbott (via video conference)  
Councillor Fred Bain (via video conference)  
Resident David Shore (via video conference)

Staff: Chief Administrative Officer and Corporate Officer Peter DeJong (via video conference)  
Chief Financial Officer Pamela Rooke  
Municipal Coordinator Karla Duarte (Recorder)

Public: 4

**1. Call to Order (by Corporate Officer)**  
Corporate Officer DeJong called the meeting to order at 7:01 p.m.

**2. Appointment of Chair**  
*Moved/Seconded*  
THAT Councillor Fred Bain be appointed as Chair.

**CARRIED**

**Councillor Fred Bain assumed the role of Chair.**

**3. Approval of the Agenda**  
*Moved/Seconded*  
THAT the agenda be adopted, as presented.

**CARRIED**

Corporate Officer DeJong clarified the Committee members being Councillor Neville Abbott, Councillor Fred Bain and Resident David Shore.

**4. Public Questions & Comments**  
None

**5. Reports**

A. CFO – Information Report: Parcel Tax Calculation

CFO Rooke presented the information report on the Parcel Tax Calculation providing an overview of the calculation of the tax and how the annual payments for each parcel owner were determined.

**6. New Business**

A. Complaints Received by 7 pm, March 9, 2021 re. Kelvin Grove Wastewater Treatment Plant Parcel Tax Roll – *None*

Staff confirmed no complaints were received up to the time of the meeting.

B. Review and Authentication of Parcel Tax Roll by Panel

i. *Chair to confirm no changes to the roll (or that changes directed have been made, if any)*

Staff provided the parcel tax roll for review (on screen share) and noted that no changes had been made since the creation of the roll, other than omitting the mailing address of the parcel owners for one of the properties on the roll, per their request. Staff confirmed for the Chair that no further changes were made.

ii. *Moved/Seconded*

THAT the Kelvin Grove Wastewater Treatment Plant Parcel Tax Roll be authenticated, and the Certificate of Authentication be signed by the Panel.

**CARRIED**

Corporate Officer DeJong confirmed that a Certificate of Authentication would be distributed for signature.

**7. Public Questions & Comments**

None

**8. Adjournment**

*Moved/Seconded*

THAT the Parcel Tax Roll Review Panel meeting be adjourned.

**CARRIED**

*The meeting was adjourned at 7:14 p.m.*

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Councillor Fred Bain, Chair

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Corporate Officer

Date Approved by the Parcel Tax Roll Review Panel:	
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