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**Present:**

**Members of the Parcel Tax  
Roll Review Panel:**

Councillor Robin Hicks  
Councillor Doug MacKay-Dunn  
Councillor Lisa Muri

**Staff:**

Mr. E. Iorio, Revenue & Taxation Manager  
Mr. S. Ono, Manager of Engineering Services  
Mr. D. Doyle, Section Manager – Engineering Development Services  
Ms. N. Letchford, Deputy Municipal Clerk  
Ms. V. Hardcastle, Lead Accounting Clerk - Taxes  
Ms. L. Brick, Confidential Council Clerk

**1. CHAIR**

**MOVED by Councillor MACKAY-DUNN**  
**SECONDED by Councillor HICKS**

THAT Councillor MURI be appointed to act as Chair of the Parcel Tax Roll Review Panel.

**CARRIED**

**2. MINUTES**

**MOVED by Councillor MACKAY-DUNN,**  
**SECONDED by Councillor HICKS**

THAT the Minutes of the March 29, 2011 Parcel Tax Roll Review be ADOPTED.

**CARRIED**

The Chair opened the Review Panel to deal with and hear complaints received pursuant to the *Community Charter*.

**3. HEARING OF APPEALS**

Mr. Iorio clarified the process regarding the Parcel Tax Roll Review and provided the grounds that the Panel may hear complaints as outlined in the *Community Charter* section 205(1) as follows:

- 205 (1) 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.

Mr. Iorio advised that no appeals have been received to date.

**4. CONFIRMATION AND AUTHENTICATION OF 2012 PARCEL TAX ROLL**

**MOVED by Councillor MACKAY-DUNN**  
**SECONDED by Councillor HICKS**

THAT the 2012 Parcel Tax Roll be confirmed and authenticated as presented.

**CARRIED**

**BYLAW**

Bylaw 7882

**TYPE OF WORK**

Lane Paving

**LOCATION**

1200 Block West 21<sup>st</sup> Street between  
Bridgman Avenue and Pemberton Avenue

**5. ADJOURNMENT**

**MOVED by Councillor MACKAY-DUNN**  
**SECONDED by Councillor HICKS**

THAT the April 3, 2012 Parcel Tax Roll Review Panel be adjourned.

**CARRIED**

(5:04 p.m.)

Chair

Deputy Municipal Clerk