



MINUTES

1. **Welcome and Call to Order**

Chairperson Dean Ball called the meeting to order at 4:45 p.m. and welcomed everyone.

2. **Adoption of the Agenda**

It was moved by **Betty Moore**; **seconded by Deb Barney** to adopt the agenda. **Motion carried.**

3. **Introduction of Board of Directors and staff**

The Chair introduced the Board of Directors and staff of the Municipal Assessment Agency, as follows:

In-Person

Dean Ball, Deer Lake
Chair/Western Director

Don Hearn
Executive Director/CEO (A)

Deputy Mayor Roger Barrett, Reidville
MNL Representative

Kelly Smith
Director, Corporate Services (A)

Councillor Deborah Barney, L'Anse au Loup
Labrador Director

Terry Peckham
Director, Continuous Improvement & Client Services

Connie Reid, Reidville
PMA Representative

Catherine Morgan
Executive Assistant/Secretary to the Board

Terry Janes
Commercial Assessor

Blair Ward
Commercial Assessor

Virtual

Mayor Elizabeth A. Moore, Clarke's Beach
Vice-Chair/Avalon Director

Peggy Roche, Torbay
Urban Director

Carol Ann Smith
Taxpayer Representative

Tim Crosbie
Taxpayer Representative

**The Central and Eastern Director roles are currently vacant*



4. **Minutes of November 4, 2019**

Note: The Agency's 2020 Report to Stakeholder's meeting was cancelled due to the Covid-19 pandemic.

It was **moved by Roger Barrett; seconded by Deputy Mayor Nicole Kielely** (City of Mount Pearl), to approve the minutes of November 4, 2019. **Motion carried.**

5. **Business Arising**

Under the Corporation's Act, the only shareholder of the Municipal Assessment Agency Inc. is the Minister of Municipal and Provincial Affairs.

6. The following documents were published on the Agency's website at <http://www.maa.ca>.

- a. Annual report 2020-2021
- b. Audited Financial Statements, Year ended March 31, 2021

7. **Appointment of Auditor**

The contract with Power & Associates is effective through to 2023-2024, subject to annual review and confirmation by the Board.

8. **Presentation of Operational Report and MobileAssessor**

The chair introduced Mr. Don Hearn, Executive Director/CEO (A).

On behalf of MAA's Board and staff, the CEO acknowledged and thanked Dean Ball for his fourteen years of volunteer service on the Agency's Board of Directors and thirty-one years in municipal politics.

Mr. Hearn presented the Agency's 2021 Operational Report. Highlights as follows:

A. **Operations**

- \$-50,891 deficit for the year (revenue over expenses for the fiscal year); the Covid-19 pandemic had an adverse impact on the Agency's business, operations, and financial results.
- \$117 million in total taxable value for the province (down from \$182 million last year).
- 26,954 site reviews completed last year.
- 52 permanent full-time staff.
- 2021 fee for service \$26 per assessed parcel; no charge for crown land or low value (<\$500) parcels.
- Collaborative Initiative Fund (CIF) established in 2019; municipalities can request a one-time grant (up to \$2 per assessed parcel) from MAA to assist in funding new innovations that could enhance property assessments and valuations.

B. **2022 Assessment Results**

- Second annual valuation; base date is January 1, 2021.



- Notices mailed May 31, 2021; effective for tax year 2022.
- Appeal period ended July 30, 2021; 577 appeals filed (less than ½ of 1% of assessed parcels).
- Appeals can be filed online and review for errors can be completed at any time.
- Next year, new valuation will be based on January 1, 2022 for taxation year 2023.

C. **MAA Board Elections**

- Term for the current Board of Directors expires December 31, 2021.
- The newly-constituted Board will take office January 1, 2022.
- Councillor David Hiscock of Bonavista was elected Eastern Director by acclamation.
- Election process is ongoing to fill five remaining elected positions; voting ends December 16, 2021.

D. **MobileAssessor**

- MAA secured the CAMACloud platform, including MobileAssessor, from Data Cloud Solutions (DCS) in 2020.
- CAMACloud and MobileAssessor is a fully integrated suite of tools for enhancing the way users collect, verify, analyze, and improve data.
- CAMACloud can be adapted in the future; allows remote data users to visualize all pertinent property data, photos, aerial imagery, and other assets/tools in one integrated and synchronized view.
- MobileAssessor runs on an iPad and optimizes the assessor's workflow; real-time quality control; instant photo association and touch screen data editing/sketching; data is moved to and from the iPad via cloud; reporting abilities and file management; field tracking and route optimization functions.
- Demonstration available at MAA's booth.

Mayor Mike Doyle, Town of Harbour Main-Chapel's Cove-Lakeview, questioned where the cost savings to municipalities will come from if the Municipal Assessment Agency expects a reduction in operational costs with the implementation of MobileAssessor.

The CEO stated that the Agency is a very small organization and the intent is not to eliminate or reduce staff but to work with and cross train existing staff in other regions of the province to fill vacancies within MAA. He noted that the fee for assessment services for municipal clients was reduced from \$29 to \$26 over a five-year period and that additional cost savings to municipalities will come in the form of less travel and prep time in the field, reduced paper cost, etc.

There were no further questions.

The CEO invited delegates to visit the Agency's trade show booth to view a demonstration of MobileAssessor.



9. **Other Business**

- a) The Chair acknowledged Mr. Sean Martin who worked as Executive Director/CEO for thirty-five years, prior to his retirement in July 2021.

- b) A prize draw was held at the end of the session. The winner was the Town of Holyrood.

There was no other business.

10. **Adjournment**

The Chair thanked everyone for attending and encouraged delegates to contact the Agency with any questions or concerns.

It was **moved by Deputy Mayor Nicole Kieley** (City of Mount Pearl) to adjourn the meeting. **Motion carried.**

Meeting adjourned at 5:30 p.m.

Dean Ball, Chairperson

Catherine Morgan, Recorder