



Report to Stakeholders

November 14, 2019 – 4:00 p.m.
St. John's Convention Centre

1. **Call to Order**

Chairperson Dean Ball called the meeting to order at 4:00 p.m. and welcomed everyone.

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

2. **Introduction of Board of Directors and Staff**

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

Board of Directors

Mayor Dean Ball, Deer Lake
Board Chair / Western Director

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

Mayor Jason Roberts, Triton
Central Director

Mayor Paul Pike, St. Lawrence
Eastern Director

Councillor Deborah Barney, L'Anse au Loup
Labrador Director

Councillor Peggy Roche, Torbay
Urban Director

Mayor Roger Barrett, Reidville
MNL Representative

Connie Reid, Town Clerk/Manager, Reidville
PMA Representative

Dave Blundon, Gander
Taxpayer Representative

Regrets

Dave Denine, Mount Pearl
Taxpayer Representative

Staff

Sean Martin
Executive Director / CEO

Don Hearn
Director, Valuation Services

Jennifer Quilliam
Director, Corporate Services

Terry Peckham
Director, Field & Data Services

Rod Vatcher
Manager, Residential Valuation

Alex Hynd
Systems Analyst

Anita Fowler
Residential Assessor

Reginald Stoyles
Residential Assessor

Catherine Morgan
Executive Assistant

3. **Collaborative Initiative Fund**

The Chair presented a cheque to Mayor Jim Parsons, City of Corner Brook, for funding under the Agency's Collaborative Initiative Fund.

4. **Minutes of October 4, 2018**

It was **moved by Dave Blundon, seconded by Lucy Stoyles** to approve the minutes of October 4, 2018. **Motion carried.**

5. **Business Arising**

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

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

- a. Annual Report 2018-2019
- b. Audited Financial Statements 2018-2019

7. **Appointment of Auditor**

It was **moved by Paul Pike, seconded by Betty Moore** to accept recommendation from the Board of Directors to appoint Power & Associates as auditor of the Municipal Assessment Agency for a five-year term. **Motion carried.**

8. **Presentation of Operations Report**

Mr. Sean Martin, Executive Director/CEO, presented the Agency's 2019 Operational Report. Highlights as follows:

1. **Operations**

- \$312,299 surplus for the year
- \$182 million in total taxable value for the province (down from \$222 million last year)
- 17,754 site reviews completed last year
- 56 staff (unchanged from last year)
- Severance has been eliminated
- Fee for service reduced by \$1 per assessment. 2019 fee for service \$26 per assessed value [no charge for Crown Land or low value (<\$500) parcels]; third decrease in five years
- Creation of Reserve Funds (ten funding requests approved for a total of \$103,688)

2. **2020 Assessment Results**

- Not a reassessment year; base date is January 1, 2017
- Notices mailed June 3, 2019; effective for 2020 taxation
- Appeal period ended July 3, 2019; appeals can be filed online and review for errors can be completed at any time
- Next year, new valuation based on January 2020 for taxation year 2021

3. **2021 Reassessment**

- Reassessment year next year; base date is January 1, 2020
- Notices mailed June 2, 2020; effective for 2021 taxation

- Appeal period ends August 4, 2020; appeals can be filed online and review for errors can be completed at any time
- Every year, going forward, will be a new valuation

4. **Fall Administrator Training Program**

- Coordinated with Professional Municipal Administrators (PMA) and Municipal Training Development Corporation (MTDC)
- Three sessions as follows:
 - December 10, 2019 - St. John's
 - November 28, 2019 - Corner Brook
 - December 10, 2019 - Gander
- Elected official training is available upon request

No comments or questions were raised.

9. **Presentation of Aerial Imagery**

Alex Hynd, MAA Systems Analyst, presented on Aerial Imagery with the Town of Torbay.

10. **Other Business**

A prize draw was held at the end of the session. The winner of the St. John Ambulance First Aid Kit was the Town of Harbour Breton.

No other business.

11. **Adjournment**

The Board Chair thanked everyone for attending. He encouraged delegates to visit the trade show and to contact the Agency with any questions or concerns.

It was **moved by Dave Blundon** to adjourn the meeting. **Motion carried.**

Meeting adjourned 4:45 p.m.

Dean Ball, Chairperson

Catherine Morgan, Recorder