

The Corporation of the Township of Brock

Special Council Minutes

Municipal Administration Building

Session Three

Monday, March 2, 2020

The Third Special Council Meeting of the Township of Brock, in the Regional Municipality of Durham, was held on Monday, March 2, 2020, in the Municipal Administration Building Council Chamber.

Members present: Mayor: Debbie Bath-Hadden
Regional Councillor: W.E. Ted Smith
Councillors: Michael Jubb
Claire Doble
Walter Schummer
Cria Pettingill
Lynn Campbell

Staff Members present: Municipal Clerk Becky Jamieson
(recording the minutes)
Deputy Clerk Deena Hunt
CAO Robert Lamb
Treasurer Laura Barta
Tax Collector Crystal Doucette
Fire Chief Rick Harrison

1. Call to Order and Moment of Silence

Mayor Bath-Hadden called the meeting to order at 2:05 p.m.

2. Disclosure of Pecuniary Interest and Nature Thereof

Regional Councillor W.E. Ted Smith declared a pecuniary interest with respect to the Closed Session item 2 – Potential Legal Matter regarding Township property or local board as he is the Chair of the Board of Directors of the Brock Community Health Centre.

3. Delegations

- (1) Rolland Lattouf, Account Manager and Heather Colquhoun, Regional Manager, Municipal & Stakeholder Relations, MPAC – Property Assessment Cycle and What to Expect with the Upcoming Assessment Update

Mr. Rolland Lattouf and Ms. Heather Colquhoun provided a presentation which included the following points on the property reassessment and MPAC's role:

- the Provincial tax system has 5,360,528 properties on the assessment roll and generates \$30 billion in annual revenue
- Total Current Value Assessment is \$2.96 trillion
- since MPAC was created in 1999, Ontario has grown by one million properties
- at the end of 2019, the Township of Brock had 6,265 properties on the assessment roll valued at \$2.199 billion:
 - o residential/multi-residential made up 65% of the assessment base and 78% of property base
 - o farm properties at 26% of property base
 - o commercial properties at 5% of property base
- Provincial legislation governs property assessment, tax policies, and education tax rates
- Assessment Review Board (ARB) is an independent tribunal board reporting to the Attorney General and hears assessment appeals of taxpayers

- municipalities use MPAC assessments to determine their revenue requirements and set tax rates to collect revenue to provide the services required to thrive
- Service Level Agreement - MPAC's commitment based on shared accountability to deliver timely products and services to the municipality. Reports are provided monthly, quarterly, semi-annually, annually and a post-assessment update
- properties are assessed with 3 standardized approaches to valuation:
 - o direct comparison (single family dwellings, condos, and open land)
 - o income approach (ability for revenue from rent, such as malls and office buildings)
 - o and cost approach (unique types of properties rarely sold such as grain elevators and marinas)
- the Current Value Assessment model is commonly used throughout the world which considers the property's location, quality of construction, exterior square footage, lot dimensions, and age of building
 - o assessed with a common date known as the valuation date
 - o reflects real estate and economic markets as of the valuation date which is January 1, 2019 for this reassessment
- every four years properties are reassessed and MPAC continues to review properties in non-assessment years
- January 1, 2019 valuation date is for the 2021-2024 taxation years
- MPAC reassessment notices to be delivered mid May 2020 for residential properties with business and farm property notices delivered in October 2020
- if a property increases in value it will be phased in over 4 years with 25% of the increase applied to each year
- support municipalities through conversations, focus groups, and webinars
- property owners can find information about their properties on MPAC.ca and on social media as well as through the AboutMyProperty link on the MPAC website or calling the customer contact center
- residential requests for reconsideration can be submitted through AboutMyProperty, by mail, or by fax
- filing an appeal with the ARB involves a fee
- Municipal Connect is a tool for municipal staff
- Follow MPAC on twitter (@MPAC_Ontario), LinkedIn, and MPAC on Youtube

There was discussion with respect to filing a residential request for reconsideration after the notices have been mailed in May of 2020 and it was noted that there is a September 22, 2020 deadline for filing same. Thereafter, the deadline for reconsideration is March 31 of any tax year.

There was discussion with respect to utilizing the AboutMyProperty tool on the MPAC website which provides a high level assessment of a resident's property and neighbouring properties to aid in determining whether a resident wants to apply for a reconsideration of their property assessment.

It was noted that MPAC is no longer responsible for the voter's list.

There was discussion with respect to the possibility of a physical property inspection due to changes to the property (building permits) and the valuation considerations for rural area homes which includes a sales investigation, sales analysis of the property, the location, age and size of the home, and a wider area search when necessary. It was noted that billboards on rural properties are assessable.

The Clerk suggested that Public Questions be addressed following the in camera session.

4. Consideration of Business for which Notice was Given

Union Negotiations Update

The Tax Collector left the meeting at 2:50 p.m.

5. By-Laws

None

6. Closed Session

Resolution Number 1-3

MOVED by Michael Jubb and SECONDED by Claire Doble that Council move in camera at 2:50 p.m. pursuant to Section 239(2)(d) of the Municipal Act, 2001, to discuss labour relations or employee negotiations and pursuant to Section 239(2)(a) of the Municipal Act, 2001 to discuss the security of the property of the municipality or local board.

MOTION CARRIED

- 1) 250 Robert J. Lamb – Report: 2020-CO-04, Canadian Union of Local Employees – Local 1652 Notice to Bargain

Pursuant to Section 239(2)(d) of the Municipal Act, 2001 to discuss labour relations or employee negotiations.

Regional Councillor Smith left the meeting at 3:34 p.m.

- 2) Potential legal matter regarding Township property

Pursuant to Section 239(2)(a) of the Municipal Act, 2001 to discuss the security of the property of the municipality or local board.

Resolution Number 2-3

MOVED by Cria Pettingill and SECONDED by Lynn Campbell that we rise from in camera at 3:57 p.m.

MOTION CARRIED

Resolution Number 3-3

MOVED by Lynn Campbell and SECONDED by Cria Pettingill that Council break for a recess at 3:58 p.m.

MOTION CARRIED

Mayor Bath-Hadden reconvened the meeting at 4:10 p.m. with the same members of Committee and staff in attendance including Regional Councillor Smith and with the exception of Councillor Doble.

7. Other Business

The following items were brought forward for discussion from the Committee of the Whole meeting this morning, March 2, 2020.

- (1) 2020 Operating Budget – 2nd draft

The Treasurer advised that the second draft of the budget includes before and after day camp staffing, \$20,000 to the Main Street Revitalization program, and \$38,500 unspent funds in 2019 brought forward from committed projects reserve to the Main Street Revitalization program.

There was discussion with respect to the \$40,300 required to hire summer students for the Parks Department to assist with parks maintenance in the summer.

Councillor Doble joined the meeting at 4:20 p.m.

There was a consensus to offset hiring summer students for parks maintenance by the \$38,500 earmarked for Main Street Revitalization given that there are no defined projects at this time.

The Treasurer advised that hiring a summer student to assist with the Treasury Department vacation coverage as well as Reception for the administration building could be financed with \$9,800 added to the tax levy to which there was a consensus.

The Clerk advised that a staff report will be forthcoming with respect to a one-time summer student to assist with electronic records management implementation funded through the modernization funding.

It was noted that unfulfilled financial commitments are not allocated to the current budget year, but are allocated to the year in which they are fulfilled.

There was clarification provided to the Treasurer that the streetlight program charges remain unchanged for the 2020 Budget.

(2) 2020 Capital Budget – 2nd draft

There were no proposed changes to the 2020 Capital Budget as presented in the 2nd draft.

Resolution Number 4-3

MOVED by Michael Jubb and SECONDED by W.E. Ted Smith that Council approve the Operating and Capital Budget for 2020 with an increase of 1.73% over the 2019 budget and that staff prepare the necessary by-law for enactment.

MOTION CARRIED

(3) Treasurer

The Treasurer advised that there is a \$100,000 operating account deficit and, given that the major contributor is winter control, suggested that the deficit be addressed by a transfer of funds from the snow/dust reserve.

Resolution Number 5-3

MOVED by Walter Schummer and SECONDED by Cria Pettingill that Council instruct the Treasurer to transfer \$100,000 from the snow/dust reserve to the winter maintenance section of the operating costs for Works Department for the fiscal 2019 year.

MOTION CARRIED

8. Public Questions and Clarification

None

9. Confirmation By-law

By-law Number 2935-2020 – to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on March 2, 2020.

Resolution Number 6-3

By-law Number 2935-2020 – to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on March 2, 2020, was read three times and passed in open Council. The Mayor and Clerk were authorized to sign the by-law on behalf of the municipality and to have same engrossed in the by-law book.

10. Adjournment

Resolution Number 7-3

MOVED by Walter Schummer and SECONDED by Lynn Campbell that we do now adjourn at 4:40 p.m.

MOTION CARRIED

MAYOR

CLERK