



Municipal Assessment Agency Inc. Report to Stakeholders

October 4, 2018 – 5:00 pm to 5:30 pm
JRS Arts & Culture Centre
Gander, NL

1. Call to Order

Chairperson Dean Ball called the meeting to order at 5:00 p.m. and welcomed everyone.

It was **moved by Peggy Roche, seconded by Paul Pike** 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.

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 Deb Barney, L'Anse au Loup
Labrador Director

Councillor Peggy Roche, Torbay
Urban Director

Mayor Roger Barrett, Reidville
MNL Representative

Brian Hudson, Chief Administrative Officer, Pasadena
PMA Representative

Dave Blundon, Gander
Taxpayer Representative

Regrets:

Dave Denine, Mount Pearl
Taxpayer Representative

Staff:

Sean Martin
Executive Director / CEO

Terry Peckham
Director, Field & Data Services

Rod Vatcher
Manager (A), Residential Valuation

Jennifer Dooley
Manager (A), Financial Operations

Tina Budden
Clerk Typist III

Roxanne Wheaton
Clerk Typist III

Catherine Morgan
Executive Assistant

3. **Minutes of November 2, 2017**

A copy of the minutes was emailed to client municipalities on September 24, 2018 and also published on the Agency's website. No issues, errors, or omissions noted.

It was **moved by Roger Barrett, seconded by Betty Moore** to approve the minutes of November 2, 2017. **Motion carried.**

4. **Business Arising**

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

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

a. **Annual Report 2017-2018**

b. **Audited Financial Statements 2017-2018**

6. **Presentation of Operations Report**

Mr. Sean Martin, Executive Director/CEO, presented the Agency's 2018 Operational Report. Highlights as follows:

1. Operations:

- Financial result for the year
 - \$493,744 surplus
- Increase in total taxable value for the province
 - \$222 million (down from \$533 million last year)
- Site reviews
 - 22,225 completed last year
- Staffing
 - 56 staff (down from 58 last year)
- Staff Retirements
 - Salary savings \$316,000
- Severance
 - Will be eliminated in 2018
- Fee for Service
 - Reduced by \$1 per assessment
 - 2018 Fee for Service \$27 per assessed value
 - No charge for Crown Land or low value (<\$500) parcels

2. 2019 Reassessment

- Mandated by the *Assessment Act, 2006*
- Base date is January 1, 2017
- Notices mailed October 1, 2018
- Appeal period ends October 31, 2018
- Review for errors can be completed at any time
- Appeals can be filed online

- Effective for 2019 taxation
 - All numbers exclude St. John's
 - Next year, notices will be mailed in June
3. Fall Administrator Training Program
- Coordinated with Professional Municipal Administrators (PMA) and Municipal Training Development Corporation (MTDC)
 - Three sessions as follows:
 - December 6, 2018 - St. John's
 - December 11, 2018 - Corner Brook
 - December 13, 2018 - Gander
 - Elected official training is available upon request
4. Summary
- Minimal change in values
 - Total assessed value increased by 1.1%
 - Market value decline by 0.2%
 - Residential values decline 2.46% on average
 - Increases represented by
 - Commercial Sector
 - New Construction, \$460 million increase
 - Review of historic trends in areas with little sales activity

No comments or questions were raised.

7. **Other Business**

The Agency's Auditor, John F. Morgan & Associates, are in their second year of a three-year term.

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 Triton. Mayor Jason Roberts accepted on behalf of the Town.

No other business.

8. **Adjournment**

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

It was **moved by Brian Hudson** to adjourn the meeting. **Motion carried.**

Meeting adjourned 5:15 p.m.

Dean Ball, Chairperson

Catherine Morgan, Executive Assistant