



PARCEL TAX ROLL REVIEW PANEL

Thursday, February 24, 2022
Held Electronically and Transmitted via the
SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

AGENDA

CALL TO ORDER: 9:00 a.m.

AGENDA

1. Adoption of Agenda

PRESENTATIONS AND DELEGATIONS

2. General Manager, Corporate Services / Chief Financial Officer
Regarding: Parcel Tax Roll Review Overview

REPORTS

3. Parcel Tax Roll Authentication
General Manager, Corporate Services / Chief Financial Officer

Annex A
Pages 1-3

NEW BUSINESS

IN CAMERA

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Parcel Tax Review Panel – February 24, 2022
AUTHOR: Brad Wing, Manager, Financial Services
SUBJECT: PARCEL TAX ROLL AUTHENTICATION

RECOMMENDATION(S)

THAT the report titled Parcel Tax Roll Authentication be received for information;

AND THAT the Parcel Tax Roll Review Panel confirms and authenticates the 2022 Parcel Tax Roll by certificate, signed by its members.

BACKGROUND

The purpose of the Parcel Tax Roll review is to ensure that the information is correct for billing parcel tax for 2022.

The *Community Charter* requires that a Parcel Tax Roll Review Panel (PTRRP) process be held to hear any matters referred to in *Community Charter Section 205 (1) [complaints to the parcel tax roll review panel]* and to authenticate the parcel tax roll.

Complaints to the review panel are to be in writing and are to make corrections with respect to the following only:

- there is an error or omission respecting a name or address on the assessment roll;
- there is an error or omission respecting the inclusion of a parcel;
- there is an error or omission respecting taxable area or the taxable frontage of a parcel;
- an exemption has been improperly allowed or disallowed.

DISCUSSION

The review process includes parcel taxes for the Pender Harbour Pool, Community Recreation Facilities and Water Rates and Regulations (Regional Water including North Pender Water, and South Pender Water) Bylaws.

Advertisements were placed in the Coast Reporter on February 4 and February 11, 2022, advising the public of the availability of the rolls for review and the process to file notices of correction.

The deadline to receive a written notice was Monday, February 21, 2022 no later than 4:30 pm. An oversight occurred in that February 21 is a civic holiday; as such, any notices that may have been received by the end of business on February 22 will be accepted for consideration.

No written notices of correction to the assessment roll were received at the time this report was written. A verbal update will be provided at the meeting with respect to any notices subsequently received by the deadline.

STRATEGIC PLAN AND RELATED POLICIES

The Parcel Tax Roll Review is in accordance with the *Community Charter* legislation as a statutory requirement.

CONCLUSION

The assessment rolls are considered completed for the purpose of levying parcel taxes as authorized under the Pender Harbour Pool Parcel Tax Roll Bylaw No. 612, Community Recreation Facilities Parcel Tax Roll Bylaw No. 577, and the Water Rates and Regulations Bylaw No. 422.

Reviewed by:			
Manager		CFO/Finance	X - T. Perreault
GM		Legislative	
CAO	X – D. McKinley	Other	

Attached: Copy of the draft Certificate of Authentication 2022 Parcel Tax Roll



Sunshine Coast Regional District

1975 Field Rd.
Sechelt, BC
V0N 3A1

Tel: 604.885.6800
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Certificate of Authentication 2022 Parcel Tax Roll Jurisdiction 746

As authorized under the Community Recreation Facilities Parcel Tax Roll Bylaw No. 577, the Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422 and the Pender Harbour Pool Parcel Tax Roll Bylaw No. 612, parcel taxes will be assessed on all eligible parcels listed on the 2022 Parcel Tax Roll.

The Parcel Tax Roll and bylaws were made available for public inspection at the administration office of the Sunshine Coast Regional District, 1975 Field Road, Sechelt, BC during regular office hours from February 7 through February 21, 2022.

The Sunshine Coast Regional District received a total of zero (0) written notices to amend the Parcel Tax Roll at the SCRD offices prior to close of business February 22, 2022.

The Collector has determined that no additions or deletions are required to the Parcel Tax Rolls as a result of these notices respecting any matter referred to in the *Community Charter Section 205 (1) [complaints to the parcel tax roll review panel]*.

The Parcel Tax Roll Review Panel met electronically on Thursday, February 24, 2022 at 9:00am, transmitted via the Boardroom at:

Sunshine Coast Regional District
1975 Field Road
Sechelt, B.C.V7Z 0A8

The Parcel Tax Roll Review Panel has authenticated the 2022 Parcel Tax Roll by signing of the certificate below:

_____ Bill Beamish, Director Town of Gibsons

_____ Lori Pratt, Director Area B

_____ Mark Hiltz, Director Area F