



Hagensborg Waterworks and Fire Protection District Extraordinary Meeting MINUTES

Location: District Office, Hagensborg Fire Hall

Date: June 29, 2017

Meeting time: 7:00 pm

Trustees in Attendance: Chair Kevin O'Neill
Trustee Jeremy Baillie
Trustee John Breffitt
Trustee Chris Matthews
Trustee Diane Skelly

Staff: Wes Abel, CFO
Joy MacKay, CAO

Chair O'Neill called the meeting to order at 7:05 pm.

1. Waive Notice of Meeting

Notice requirements for the extraordinary meeting to be held June 29, 2017 were waived by unanimous agreement of the trustees.

2. Agenda

2.1. Call for late items to be added to the Agenda

There were no additions to the Agenda.

2.2. Approval of Agenda

2017-06-01E M/S Breffitt/Baillie that the agenda be adopted as amended.

CARRIED

3. Unfinished Regular Business

3.1. 2017 Water Toll and Parcel Tax Invoicing – Walker Island Properties:

Chair O'Neill introduced the matter of water toll and parcel tax invoicing for properties located on Walker Island, and enquired if trustees would like to deal with the matter now or defer to the next regular meeting. Several trustees indicated they would prefer to discuss and address the matter now.

The CAO requested clarification from the Board of Trustees on the question of whether to proceed with 2017 invoicing for water tolls and parcel tax notices for those properties categorized as "group c" and located on Walker Island.

Trustee Breffitt requested clarification of the issues, having been absent from the last regular meeting. Chair O'Neill offered clarification, citing an example that had been considered previously, being that of a driveway designated as a property "parcel". Chair O'Neill informed that, in communication with the Ministry of Community, Sport & Cultural Development, he had been advised that "if it can't be serviced, it can't be taxed".

Trustees discussed the classification of land parcels in the District as “A”, “B”, or “C”, noting that there are 58 parcels in the District that are classified as “C” parcels.

Trustee Skelly enquired whether a further increase to the parcel tax was envisioned for next year. CFO Abel clarified that the answer to this question is determined through the annual budgeting process.

Trustees considered a range of mechanisms that might be employed to address the question of collecting a parcel tax for parcels in the District that cannot, for one reason or another, be serviced at the present time, including tax exemption, creation of a new category of parcel, and adjustment to the District boundary.

Recognizing that properties located on Walker Island comprise a unique situation, trustees discussed how the Board might commit to addressing the issue in the upcoming budget cycle, as well as refining the classification of properties (raw land, unserviceable, etc.) for the future.

Chair O’Neill confirmed his position that a reduction or elimination of the parcel tax for 2017 should be offered to owners of properties on Walker Island.

2017-06-02E M/S Breffitt/Baillie:

Whereas the parcel tax for District properties for 2017 was set in order to meet budget requirements, and;

Whereas, through no fault of the owner, some properties classified Group “C” cannot receive water service from the District;

Therefore be it resolved that the Board of Trustees recognize a situation of potential inequity between certain parcels designated Group “C”, and commits to revisiting the process of levying of parcel taxes on these parcels for the 2018 budget cycle, in the interests of achieving equity for parcels classified as Group “C”.

CARRIED, Chair O’Neill Opposed.

4. In-Camera Matters

2017-06-03E M/S Matthews/Breffitt that the meeting move in camera, for consideration of matters falling under sections 90(1)(a) and 90(1)(c) of the *Community Charter*.

CARRIED

The regular meeting resumed at 10:09 pm. No items were released from the in camera meeting.

5. Next Board Meeting Date: Thursday, July 27, 2017, 7:00 pm

Adjourn

The meeting was adjourned at 10:10 pm.

Chair of the Board of Trustees

Corporate Administrative Officer