

Nova Scotia Assessment Management Board (AMB)
Minutes
July 29, 2005

Attendees:

John Cameron	Lloyd Hines
Russell Walker	Bob McNeil
Delphis Comeau	Kathy Gillis
Charles Crosby	Tracy Williams

Regrets:

George MacLellan
Amery Boyer
John Prall
Ken Simpson

1. Minutes

- Minutes of the June 29/05 meeting were approved.
- A letter from Minister Barnet was circulated. John Cameron will draft a response to the Minister indicating the Board's support of the consultative process and naming Charles Crosby, Ken Simpson and himself as members to the consultative committee. In addition to the letter we will indicate the Board's agreement for the "criteria for success". In addition, John will write the Deputy Minister inviting him to future meetings in support of the consultative process.

2. UNSM Conference - October 5-8, 2005

- There is a segment of the conference dedicated to an Assessment Management Board update. The meetings in Ontario and Newfoundland will occur prior to the conference. The information gathered will be presented at the conference. The August meeting (actually being held Sept 2/05) of the Board will focus on the presentation and next steps regarding a recommendation for the delivery of the assessment service. Note: There was some discussion about the legislative changes to the business occupancy assessment and the seasonal business designation. It was suggested that communication needs to be made to municipal units and the public.

3. Ontario and Newfoundland Meetings

Questions to be asked was determined - these include:

1. *How does the Board relate to provincial government?*
2. *How are members chosen?*
3. *What is the Board's role and how does it work?*
4. *Technology - what is new?*
5. *Any additional costs to municipalities?*
6. *Any other revenue sources?*
7. *Information to municipalities - how does it work?*
8. *What is the relationship with Tera Net?*
9. *What are the contents of the assessment notice?*
10. *What funding formula used?*
11. *Separation of Tax and Assessment - what is the public perception?*

Note: Information was distributed on the Ontario Board - Ontario asked that the

information be treated confidentially.

4. Costs of Assessment Service to Municipalities

- John noted and referenced in the letter to the Minister, that staff are looking at options to reduce costs to municipalities vis a vis Bill 40 costs.

5. Updates

- Staff provided an update on operations - indicating a June “check-in” was conducted to ensure all required activities to file the 2006 roll can be completed while undertaking the major initiatives regarding technology and legislative changes.
- Staff reported the RFP for technology is out for tender and responses are to be returned by August 18/05. Selection for vendor is to be completed by September 20/05, subject to the number of responses. In addition, an RFP for external project management will be released in September.
- Staff indicated budget is on forecast; there is some savings resulting from vacancies and these will be redirected to increased costs of mailing and production of preliminary notices for 2006.

Meeting Adjourned
Next Meeting - September 2, 2005