
Meeting Minutes

Board of Directors

March 29, 2019

Time: 9:00 am – 12:00 pm

Attendees

Greg Keefe, Clifford Hood, Chuck Faulkner, Bobby McNeil, Joe Feeney, Connie Nolan, Doug Boyd, Jane Fraser, Juanita Spencer

Regrets

Mike Dolter, Darren Bruckschwaiger, Jimmy MacAlpine

Staff Attendees

Kathy Gillis, Meredith Buchanan, Russ Adams, Carlos Rescendes, Chris Doucette, Kim Ashizawa

There was discussion on the Fitbit Challenge and Board members are interested in participating. Staff will ensure participants receive a Fitbit.

1. Review of Agenda

The draft agenda was reviewed.

Moved by Connie Nolan, seconded by Bobby McNeil the agenda be accepted.

Motion carried.

2. Review of Minutes

The draft minutes of February 1, 2019 were reviewed.

Moved by Connie Nolan, seconded by Bobby McNeil the draft minutes of February 1, 2019 be accepted. Motion carried.

3. Committee Meetings Update

Strategy & Stakeholder Relations Committee

The Committee held its introductory meeting on February 13, 2019 and reviewed the strategy and concerns raised by the Minister (of Dept. of Municipal Affairs) pertaining to liability risk & taxation regarding creation of the PVSC subsidiary. Staff are working on a technical implementation/strategy plan.

Governance & HR Committee

The organizational review has been completed by Michael DeVenney and will be discussed with the Board (as per the business plan update).

4. Business Plan

Presentation - 2019-20 Year of Integration

Kathy Gillis provided the Board with an overview and update on the 2019-20 strategic objectives, the areas of business focus, the new org structure and the structure for Operations, and the change management components.

- Will continue the connection/partnership with IPTI (International Property Tax Institute) in terms of business development.
- There was an overview discussion of Mobile Assessor. The application will be launched in April 2019 and will create efficiencies by giving assessors mobile access to data in the field, will enhance the day-to-day workflow and data collection capabilities.
- CDA (Canadian Directors of Assessment) Centre of Excellence - PVSC has taken the lead to create the best practice review pilot on heavy industrial/special commercial such as Federal properties under PILT. PVSC is providing a project manager and a commercial assessor, plus administration of the Excellence Centre (information gathering & coordination). NS has the Citadel decision which is landmark regarding following local assessment authority.
- MU Stakeholder Relations -PVSC is sending out a biannual survey of Municipal Units. It was noted there is an environment of extensive change in CAO leadership. Also recognize municipal units are focused on maximizing revenue. Looking at an account manage type of structure for customer care.
- Tech Strategy – There is no senior tech strategist and therefore looking to bring someone in for the review and long-term strategy development.

5. Board Evaluation

The Board effectiveness survey was really to generate discussion amongst the Board members and a baseline for suggestions/changes.

Action: Provide Board members with a copy of the book “Hello World” by Hannah Fry.

6. CEO Report

- Short Stay Accommodation Legislation Change - Government has introduced legislation change that will repeal the old Tourism Act (hotel/motel regulation) and will replace it with a Tourist Accommodation Registration Act. Changes are also being proposed to Assessment Act to broaden the bed & breakfast definition (under 30 days we have considered as commercial), details to come in regulations this fall.
- Establishing an MOU with BC Assessment regarding Machine Learning.

Action: Staff to provide the Board with appeal percentage year over year information going forward.

7. In Camera

There were no matters identified for recording purposes following the *in camera*.

Meeting Adjourned