

**Property Valuation Services Corporation
Board of Directors
Minutes
December 19, 2008**

Attendees

Carroll Publicover	Debbie Kampen
Mervin Hartlen	Darren Bruckschwaiger
Russell Walker	Jimmy MacAlpine
Trudy LeBlanc	Carroll Publicover
Bobby McNeil	Billy Joe MacLean
Kevin Malloy	Gloria McCluskey

Regrets

Ken Simpson

Guest

Louis Comeau

Staff Attendees

Kathy Gillis, Russ Adams, Debi Karrel, Lloyd MacLellan, Tracy Williams

B. McNeil chaired the first part of the meeting.

The four new board members, three of whom were appointed by the UNSM Board, on December 5, 2008 were welcomed - Jimmy MacAlpine, Deputy Warden for the Municipality of the District of Digby, is the new Rural Caucus representative; Gloria McCluskey, HRM Councillor sits as the new regional caucus member; Billy Joe MacLean, Mayor for the Town of Port Hawkesbury appointed as the new Town Caucus representative, and Kevin Malloy, the new Deputy Minister of SNSMR, sits as a non-voting member (as per the *Property Valuation Services Corporation Act*).

Governance Workshop

As part of the orientation for the new board members and the existing members, it was suggested to staff by the past Chair, Lloyd Hines, that it would be beneficial to hear the experiences and governance views of someone with extensive experience on boards and as a board chair.

B. McNeil welcomed Louis R. Comeau to the meeting. He has been a member and chaired many boards, both local and national. L. Comeau provided an overview of his views on governance, the role of the Board, the Chair and members. The Board discussed this in the context of the PVSC Board.

Following the workshop the regular business of the Board meeting proceeded.

1. Agenda

The draft agenda was reviewed.

2. Election of Chair and Vice Chair

C. Publicover was elected as Chair, and D. Bruckschwaiger elected as Vice Chair.

3. **Appointment of Board Committees**

Members of the Board were appointed to the three standing committees as follows:

	<u>Governance</u>	<u>Audit & Finance</u>	<u>Quality & Client Service</u>
Chair	Bobby McNeil, Chair	Trudy LeBlanc, Chair	Darren Bruckschwaiger,
	Carroll Publicover Billy Joe MacLean	Ken Simpson Mervin Hartlen Debbie Kampen	Jimmy MacAlpine Gloria McCluskey Kevin Malloy

4. **Minutes**

- The draft Minutes of November 28, 2008 were reviewed and minor corrections made.

Moved by B. MacLean, seconded by T. LeBlanc that the Minutes be accepted with correction. Motion carried.

5. **Business Arising**

HST Status Update

K. Gillis provided background information on this issue for the new members and a status update.

Background

In December 2006 PVSC sought determination as a municipality with Canada Revenue Agency (CRA). CRA denied the request and a second request was made to CRA in February 2008 and although no formal response has yet to be received, informal discussions indicate that CRA will continue to deny PVSC municipal status. PVSC plays the same role as does its similarly structured counterparts in Ontario, British Columbia and Saskatchewan who have all been determined by CRA to be a 'municipality' for purposes of the *Excise Tax Act*.

Status

Recently, a letter was sent to CRA on the status of this matter and requesting a response within thirty days and advising the PVSC would proceed with its legal options if an answer was not forthcoming.

The Federation of Canadian Municipalities (FCM) is meeting in March and it was suggested that this issue could be raised at that meeting, perhaps by UNSM representatives. A letter will be drafted and sent to the Chair of the UNSM Board of Directors to take forward to the FCM.

K. Malloy advised that perhaps the Province (Finance) could provide options to PVSC to determine if there are tangible means of receiving support.

6. **New Business**

Overview of the 2009 Assessment Roll

L. MacLellan, VP of Operations, provided an overview of the 2009 assessment roll:

- The roll closed on December 5, 2008.
- A roll verification (quality check) review followed the closing of the roll

- (concentrating on cap, etc.)
- Assessment rolls are being delivered to the units Dec 19th.
- A summary (residential & commercial #'s provincially) of the roll was provided

7. **CEO Report**

NSPI Assessment

In 2004 the UNSM requested a review of the Nova Scotia Power Inc. (NSPI) properties. A team of PVSC staff were trained and then engaged in a review of NSPI's 1500 accounts under the guidance of Lloyd MacLellan, and Lloyd MacLeod, Manager of Special Purpose Properties, and Stone & Webster, external valuation consultants considered international experts on power utility valuations. The majority of the 1500 properties did not see any substantive change in value but there were seven with significant changes both positive and negative in valuation. The valuation information was discussed with Service Nova Scotia and Municipal Relations (SNSMR) as the issue of grant in lieu distribution falls under them. Some municipalities, such as Annapolis Royal, Queens Regional Municipality and Trenton will see significant impact. PVSC and SNSMR staff met with the impacted municipalities to advise that changes were coming in the valuations, although the numbers would not be available until the roll was filed.

Meeting Adjourned
Next Meeting – Fri., January 30, 2009