

AGENDA ITEM NO: 7.4

MEETING DATE: March 11, 2025

STAFF REPORT - COVER SHEET

SUBJECT: 2025 Parcel Tax Roll Review Panel Date: February 24, 2025
DEPARTMENT: Finance Prepared by: L Kreitner

1. SUMMARY OF ISSUE:

Section 204 of the *Community Charter* requires local governments to convene a Parcel Tax Roll Review Panel each year. The purpose of the Panel is to hear errors or omissions regarding the Local Area Service Assessment Roll. The members of the Panel are then required to direct the Collector to make corrections as necessary.

2. RECOMMENDATION:

That Council set the date and time for the 2025 Parcel Tax Roll Review Panel as March 25, 2025 at 1:30 PM.



Glen Savard, Director of Finance

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.


David Blain, CAO

**STAFF REPORT ON
2025 PARCEL TAX REVIEW PANEL**

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|--------------|------------------------------------|-------------|--------------------------|
| PREPARED BY: | <u>L Kreitner</u> | DATE: | <u>February 24, 2025</u> |
| POSITION: | <u>Manager of Revenue Services</u> | DEPARTMENT: | <u>Finance</u> |

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2. FACTORS:

Annual tax rates set by the City of Chilliwack are predominantly variable rates, applied against the assessed value of taxable properties. However, some special levies are charged on a different basis, either as a parcel tax, which is charged against each property at a standard uniform charge, or as a frontage or area tax, which varies between properties based on the size of the property.

The Parcel Tax Roll Review Panel, consisting of three members of Council, must meet each year should taxpayer complaints be received in writing, related to parcel taxes. Section 205(1) limits complaints that can be made to the Panel to errors or omissions in the names of the owners of the property, the actual and taxable assessment for each parcel, or the inclusion of a parcel. If such an error is found, the members of the Panel must direct the Collector to amend the assessment roll before the parcel taxes can be charged.

Several parcel taxes, as listed in the attached Schedule A, are currently charged in the City of Chilliwack.

3. RECOMMENDATION:

That Council set the date and time for the 2025 Parcel Tax Roll Review Panel as March 25, 2025 at 1:30 PM.

Local Court of Revision
Schedule A
Current Parcel Charge Bylaws

| Bylaw Number | Bylaw Name |
|-------------------------|--|
| 3694 | 2010 Sanitary Sewer Construction Bylaw – Tyson / Stevenson |
| 4022 | 2014 Waterworks Construction Authorization – McConnell to Standeven Area |
| 4137 | 2015 Highway Paving Authorization Bylaw – Smith Road |
| 5383 | Business Improvement Area Bylaw 2024, No. 5383 |