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## PARCEL TAX ROLL REVIEW PANEL

Notice of Meeting on **Wednesday, March 9, 2022, at 12:00 pm**  
Boardroom, 6<sup>th</sup> floor, 625 Fisgard Street, Victoria, BC

Gary Holman

David Howe

Mike Hicks

Colin Plant

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### AGENDA

1. Call to Order Marlene Lagoa
2. Oath of Office of members Marlene Lagoa
  - a) Signatures of declarations by Directors
3. Nomination/Election of Chair Marlene Lagoa
  - a) Motion for nomination & appointment of Chair of the Parcel Tax Roll Review Panel
4. Approval of Agenda Chair
5. Adoption of Minutes of March 10, 2021 Chair
6. Jurisdiction of the Parcel Tax Roll Review Panel DJ Bridgewood
  - a) Parcel Tax folio summary, number of folios by service area
7. Presentation of complaints or appeals DJ Bridgewood

*In keeping with directives from the Province of BC, there is limited space for the public to attend CRD Board meetings in-person at this time. If you wish to attend a meeting in-person, please email [legserv@crd.bc.ca](mailto:legserv@crd.bc.ca).*

*To listen to the meeting live, please call no earlier than 11:55 a.m. on Wednesday, March 9, 2022. To hear this meeting electronically at the scheduled date and time:*

*Phone: 250.900.4337      Meeting Number: 2554 734 1046      Password: 3922*

*Note: Each year, the parcel tax rolls are compiled and the public is notified of the review by sending notices to property owners with changes to the roll, local newspaper advertising (attached herein), and in having the rolls available for public viewing. The Parcel Tax Roll Review Panel will hear only those complaints or appeals filed in writing with Nelson Chan, Chief Financial Officer, Capital Regional District, at least 48 hours in advance of its sitting, in accordance with the *Community Charter*, Section 205, which outlines the Panel's authorization for hearing and reviewing complaints and for correcting the roll.*

8. Certification of the 2022 Parcel Tax Roll Chair
  - a) Motion  
That the Capital Regional District 2022 Parcel Tax Assessment Roll be confirmed and authenticated pursuant to *Community Charter* Section 206 (2)
  - b) Signature of Certificate of Authentication by Directors
9. Other Business

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*To ensure quorum, advise Marlene Lagoa, 250.360.3127 if you or your alternate cannot attend.*