


MUNICIPALITY OF PORT HOPE
RESOLUTION

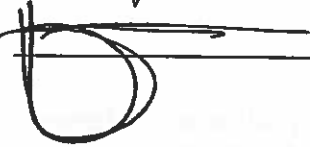
Date: 19 Jan 2016

12/2016

MOVED BY:



SECONDED BY:



WHEREAS Budget Committee at their January 12, 2016 meeting considered a Staff Report regarding the Common and Special Services Tax Levy Allocation Working Group;

NOW THEREFORE BE IT RESOLVED THAT Council approve the terms of reference for the Common and Special Services Tax Levy Allocation Working Group (Schedule 'A').



Mayor R.J. Sanderson

Schedule 'A'



Municipality of Port Hope
56 Queen Street
Port Hope, ON
L1A 3Z9

Common and Special Services Tax Levy Allocation Review Working Group DRAFT Terms of Reference

MANDATE: To review the current common and special services tax allocation methodology to validate or recommend changes, supported by rationale to Budget Committee and subsequently Council, ensuring fair allocation of Municipal taxes in compliance with the Municipal Act.

The Working Group review will consist of:

- Consult with representatives from Ministry of Municipal Affairs and Housing (MMAH) and Municipal Property Assessment Corporation (MPAC).
- Review of 2014 services and tax allocation levy impact.
- Review tax levy allocation methods of comparator Municipalities.
- Review Municipal Services, identified in Schedule 'A' of By-law 28/2014, including validation or reconsideration, if any, of Municipal Services, including those to potentially be added or removed as special services, as well as potential changes to cost determination or benefitting area for any service established as a special service.
- Recommendation supported by rationale will be provided to Budget Committee on March 1, 2016.
- Participate in two public open houses, one rural and one urban to allow for community consultation, if approved by Budget Committee.

WORKING GROUP STRUCTURE

The Common and Special Services Tax Levy Allocation Review Working Group shall be comprised of six (6) members:

- R. J. Sanderson, Mayor
- Les Andrews, Primary Finance Council Liaison
- Robert Polutnik, Secondary Finance Council Liaison
- Rick Norman, Rural Resident
- Jim Ronson, Urban Resident
- David Baxter, Director of Finance

Administrative support will be provided by the Finance Assistant, which will include recording meeting agendas and minutes.

The term of the Working Group shall be from the date of the appointments to the Working Group by Council to the earlier of:

- i) April 19, 2016; or
 - ii) When the mandate of the Working Group is met
- Unless otherwise extended by resolution of Council.

ROLE OF THE CHAIR

- The Working Group shall elect a Chair at the first meeting.
- The role of the Chair is to facilitate the Working Group meetings.
- The Chair shall prepare the agenda and provide to the Finance Assistant for distribution.

The first part of the paper discusses the
 importance of the study and the
 objectives of the research. The second part
 describes the methodology used in the study,
 including the data collection and analysis
 techniques. The third part presents the
 results of the study, and the fourth part
 discusses the implications of the findings.

The study was conducted in a laboratory
 setting, and the data were collected
 over a period of six months. The results
 show that there is a significant
 relationship between the variables
 studied, and the findings have
 important implications for the field.

The study was limited by the sample
 size and the laboratory setting, and
 further research is needed to
 confirm the findings in a natural
 setting. The study also has
 implications for the development of
 new theories and models in the field.

The study was supported by the
 National Science Foundation, and the
 authors would like to thank the
 reviewers for their helpful comments.
 The authors also would like to thank
 the participants who made the study
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