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Windsor, Ontario March 12, 2010

A meeting of the **Small Business Advisory Panel** is held this day commencing at 2:00 o'clock p.m. in Room 405, 400 City Hall Square East, there being present the following members:

Dr. Alfie Morgan, Chair  
Councillor Alan Halberstadt  
Norm Marcoux  
James Marsh  
John Millson  
Charlie Regan  
Vicky Smith  
Jim Williams

**Guests in attendance:**

Annette Beaudoin, MPAC Municipal Relations Representative  
John McClenaghan, MPAC, Valuation Manager  
Emanuel Azzopardi

**Also present are the following resource personnel:**

Anna Ciacelli, Council Secretariat  
Gary Cian, Manager of Policy, Gaming & Licensing/Deputy Licence  
Commissioner  
Lee Anne Doyle, Executive Director Chief Building Official  
Karen Kadour, Committee Coordinator

**1. CALL TO ORDER**

The Chair calls the meeting to order at 2:03 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

**2. MINUTES**

Moved by J. Millson, seconded by Councillor Halberstadt,  
That the minutes of the meeting held February 19, 2010 **BE ADOPTED** as presented.  
Carried.

### 3. **DECLARATIONS OF CONFLICT**

None.

### 4. **PRESENTATION**

Annette Beaudoin and John McClenaghan, Municipal Property Assessment Corporation (MPAC) are present to provide an overview of the role of MPAC. The salient points of discussion are as follows:

- MPAC is a legislated non-profit corporation that administers the tax policy. They are a neutral entity.
- The Minister of Finance sets the tax policy which cannot be altered.
- Reassessments are neutral revenue.
- No authority to change the legislated date of assessment.
- If a home owner believes the assessed value or classification is not correct, one may file a Request for Consideration at no cost. The deadline for completion of the form is March 31, 2010.
- One may also file a Notice of Complaint with the Assessment Review Board which is an independent tribunal of the Ontario Ministry of the Attorney General. There are specific applications and fees involved.
- Values of properties have depreciated by one-half. What can the business community do through MPAC to lower these assessments? Cannot reassess one class and not reassess all classes.

### 5. **BUSINESS ARISING FROM THE MINUTES**

#### 5.1 **Draft Motions to City Council**

The ten draft motions are reviewed and several amendments are made. The *revised* motions are **attached** as Appendix “A”.

J. Marsh requests that L. Doyle provide for the next meeting, the Ontario Municipal Benchmarking Institute (OMBI) section that relates to the Building Department processing timeframes.

The “City of Windsor Small Business Advisory Panel – Presentation to City of Windsor Council” as of March 11, 2010 is distributed and **attached** as Appendix “B”.

### 6. **DATE OF NEXT MEETING**

The next meeting will be held on March 31, 2010 at 2:00 p.m. (this date is subject to change due to availability).

7. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 3:55 o'clock p.m.

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CHAIR

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COMMITTEE COORDINATOR