

**CITY HALL
WINDSOR, ONTARIO
N9A 6S1**

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CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAOP 5/2025

Approved: Thursday, February 6, 2025

That the Chief Administrative Officer and City Clerk **EXECUTE** a Property Tax Policy and Assessment Advisory agreement with Municipal Tax Equity Consultants (MTE) Inc. and MTE Paralegal Professional Corporation for a three-year period beginning January 1, 2025, and ending December 31, 2027, subject to review as to legal content by the City Solicitor, and to technical and financial content by the City Treasurer; and,

That the Chief Administrative Officer and City Clerk **EXECUTE** a Property Tax Policy and Assessment Advisory agreement between Municipal Tax Advisory Group (MTAG) and MTAG Paralegal Professional Corporation for a three-year period beginning January 1, 2025, and ending December 31, 2027, subject to review as to legal content by the City Solicitor, and to technical and financial content by the City Treasurer; and,

That that the CAO and City Clerk **EXECUTE** a Software Service Agreement with iLookAbout Inc. for a one-year period effective January 1, 2025, to December 31, 2025, for the use of iLookAbout's Real Property Tax Analytics Software, Report Module and Assessment Appeal Module in the amount of \$78,867.50 plus HST (annual fee) satisfactory in form to the City Solicitor and in technical and financial content to the City Treasurer.

**Report Number: CAOP 5/2025
Clerk's File: AF2025**



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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Anna Ciacelli

Deputy City Clerk / Supervisor of Council Services
February 10, 2025

Department Distribution

Manager Property Valuation & Administration
Deputy Treasurer, Taxation, Treasury & Financial Projects
Purchasing Manager
City Clerk
Commissioner, Finance & City Treasurer
Chief Administrative Officer