



**PUBLIC MINUTES
BOARD OF REVISION
ORGANIZATIONAL MEETING**

**Monday, January 15, 2024
9:00 A.M.**

Committee Room E, Ground Floor, City Hall

PRESENT: Cameron Choquette, Chair
June Bold, Vice-Chair
Addy Ajayi
Melissa Bewer
Marvin Dutton
Albert Lavoie
Asit Sarkar
Megan Shields
Brett Zoerb

ABSENT: Lola Ayotunde
Andrew Gaucher

ALSO PRESENT: D. Sackmann, Board Secretary

1. CALL TO ORDER

Board Secretary Sackmann called the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirmed roll call.

2. CONFIRMATION OF AGENDA

Moved By: J. Bold

That the agenda be confirmed as presented.

CARRIED

3. ADOPTION OF MINUTES [CK 175-6]

Moved By: A. Sarkar

That the minutes of the Board of Revision Organizational Meeting held on January 12, 2023, be adopted.

CARRIED

4. APPOINTMENT OF BOARD CHAIR AND VICE-CHAIR FOR 2024 [CK 175-6]

The Board was requested to appoint a Chair and Vice-Chair for 2024.

Cameron Choquette served as Chair and Asit Sarkar served as Vice-Chair in 2023.

The Board Secretary opened nominations for Chair.

Moved By: J. Bold

That Cameron Choquette be appointed Chair of the Board of Revision for 2024.

CARRIED

Cameron assumed the Chair. The Board was informed that Asit has advised that he will not be seeking reappointment for Vice-Chair. The Board acknowledged Asit's long-time service on the Board and contributions to it over the years as a Member and Vice-Chair.

The Chair opened the nominations for Vice-Chair.

Moved By: M. Dutton

That June Bold be appointed as Vice-Chair of the Board of Revision for 2024.

CARRIED

5. APPOINTMENT OF PANEL CHAIRS [CK 175-6]

The Board Secretary reported that in accordance with Section 192(6)(b) of *The Cities Act*, the Chair of the Board of Revision may appoint a Chairperson for each Panel. Typically there are at least three Panel Chairs.

The following served as Panel Chairs for 2023:

- June Bold
- Cameron Choquette
- Adrian Deschamps

- Marvin Dutton
- Asit Sarkar

The Chair tabled this matter and undertook to sending an email to the Members seeking interest to serve as a Panel Chair. Once Panel Chairs have been selected the Board will be advised. It was also noted that the Board Chair and Board Secretary will meet with the Panel Chairs prior to the appeal season commencing to discuss the role and expectations of the Panel Chairs.

Following the meeting, the Board Secretary was advised of the following would serve as Panel Chairs for 2024:

- *Cameron Choquette*
- *June Bold*
- *Asit Sarkar*
- *Albert Lavoie*

6. REPORTS

6.1 Information Reports

6.1.1 2023 Final Statistical Overview - Board of Revision [CK 430-77]

The Board Secretary presented the report noting that there are a number of decisions outstanding at the Saskatchewan Municipal Board (SMB) for 2022 and 2023 .

Board discussion ensued around wait periods for decisions rendered by the SMB. It was clarified that the Office of the Registrar was established under the Ministry of Government Relations and is a separate entity then the SMB although both report to the Ministry.

Moved By: B. Zoerb

That the information be received.

CARRIED

6.1.2 2024 Board of Revision - Reassessment Cycle Year 4 [CK 175-6]

The Board Secretary presented the report highlighting that the statistics show that the number of appeals received in the fourth year of the assessment cycle has increased .

The Board was advised that due to a change in *The Cities Act Regulations* the total assessment value identified for a simplified appeal process has increased from \$250,000 to \$750,000 for 2024. The Board Secretary also advised that new to the appeal process in 2024 for the Board is its implementation of a Tax Agent/Representative Authorization Form. The use of the form is to ensure that the Board understands each Appellant's interests in the property.

Moved By: M. Bewer

That the information be received.

CARRIED

6.2 Approval Reports

6.2.1 Appointment of Court Reporting Services for 2024/2025 Board of Revision [CK 175-6]

The Board Secretary presented the report.

Moved By: M. Shields

That Veritext Legal Solutions Canada, Inc. be designated as the provider of court reporting and transcription services for the Board of Revision for 2024/2025.

CARRIED

7. IN CAMERA SESSION

Moved By: M. Shields

That the matters under 7.1 to 7.3 be considered *In Camera*.

CARRIED

- 7.1 2024 Appointment of Legal Counsel - Board of Revision [CK 175-6]**
[*In Camera* - Consultations/Deliberations (Section 16(1)(b) and (c) LAFOIP)]
- 7.2 Review of 2024 Board of Revision Manuals [CK 175-6]**
[*In Camera* - Labour/Personnel Matters (Section 16(1)(c) and (d) LAFOIP)]
- 7.3 Verbal Updates [CK 175-6]**
 - 7.3.1 Board Secretary Update**
[*In Camera* - Labour/Personnel Matters (Section 16(1)(c) and (d) LAFOIP)]
 - 7.3.2 Board Chair Update (if required)**
[*In Camera* - Labour/Personnel Matters (Section 16(1)(c) and (d) LAFOIP)]
 - 7.3.3 Board Member Update**
[*In Camera* - Economic/Financial - Land (Section 17(1)(d) and (e) LAFOIP)]

The public meeting recessed at 9:29 a.m.

8. RISE AND REPORT

The Board of Revision convened *In Camera* at 9:29 a.m. with all Board members present, with the exception of Lola Ayotunde and Andrew Gauthier. Also present was Board Secretary Sackmann.

Board Member Ajayi excused herself from the meeting at 10:23 a.m. prior to the discussion of Item 7.3.3.

The *In Camera* portion of the meeting concluded at 10:55 a.m.

The Board moved to Rise and Report. The Board reconvened publicly at 10:55 a.m. and reported as follows:

- 7.1 2024 Appointment of Legal Counsel - Board of Revision [CK 175-6]**
[*In Camera* - Consultations/Deliberations (Section 16(1)(b) and (c) LAFOIP)]

Moved By: A. Lavoie

1. That the discussion remain *In Camera* under Section 16(1)(b) and (c) LAFOIP; and
2. That the recommended reappointment for the Board's legal counsel be approved for 2024.

CARRIED

7.2 Review of 2024 Board of Revision Manuals [CK 175-6]

[In Camera - Labour/Personnel Matters (Section 16(1)(c) and (d) LAFOIP)]

Moved By: A. Ajayi

1. That the discussion and information remain *In Camera* under Sections 16(1)(c) and (d) LAFOIP; and
2. That the 2024 *Saskatoon Board or Revision Policy and Procedures Manual* along with the *Member Handbook - An Internal Supplementary Document* be approved, subject to the edits identified.

CARRIED

7.3 Verbal Updates [CK 175-6]

7.3.1 Board Secretary Update

[In Camera - Labour/Personnel Matters (Section 16(1)(c) and (d) LAFOIP)]

7.3.2 Board Chair Update (if required)

[In Camera - Labour/Personnel Matters (Section 16(1)(c) and (d) LAFOIP)]

7.3.3 Board Member Update

[In Camera - Economic/Financial - Land (Section 17(1)(d) and (e) LAFOIP)]

Moved By: A. Lavoie

1. That the verbal updates be received as information; and
2. That the discussions remain *In Camera* under Sections 16(1)(c) and (d) and 17(1(d) and (e) of LAFOIP.

CARRIED

9. ADJOURNMENT

The meeting adjourned at 10:56 a.m.

C. Choquette, Chair

D. Sackmann, Board Secretary