

MANDATE

Committee of Revision – under the *Municipal Act*

A Committee of Revision is required under section 19 of the *Municipal Act* (Ont. Reg. 586/06) when imposing Local Improvement Charges to affected property owners after a Local Improvement work is carried out. The Committee of Revision consists of 3 or 5 members appointed by Council.

Before Local Improvement charges are assessed to property owners, a notice is sent to all affected property owners stating a time and place for the Committee of Revision to hold a Hearing. The purpose of the Hearing is to hear any objections to the charges being assessed to individual property owners for Local Improvement works completed.

Any person who owns a lot that is assessed for charges may object to the charges by filing an objection with the Clerk of the City, within 7 days of the Hearing, setting out the objection and the reasons in support of it. Assessed charges can be revised if the Committee of Revision supports the proposed objection. If no objection is filed within 7 days of the Hearing, the Local Improvement Assessments are certified by the Treasurer without holding a Hearing.

Court of Revision – under the *Drainage Act*

A Court of Revision is required under section 97 of the *Drainage Act* when assessing charges to affected property owners for Drainage works. The Court of Revision consists of 3 or 5 members appointed by Council. Unlike Local Improvements, the Court of Revision for drainage works occurs before any construction can begin.

A Drainage report is prepared by a drainage engineer and outlines the proposed drainage works and contains a Schedule of Assessment of properties affected by the works and their assessed costs. Once the report is provisionally adopted by Council, a notice of the Court of Revision is sent to all affected property owners stating a time and place for the sitting of the Court of Revision. The purpose of the Court of Revision is to hear any objections to the charges being assessed to individual property owners for proposed Drainage works outlined in the report. Any person who owns property that is being assessed for charges may object to the charges by filing an objection with the Clerk of the City, within 10 days of the sitting of the Court of Revision, setting out the objection and the reasons in support of it. Assessed charges can be revised if the Court of Revision supports the proposed objection. If no objections are filed, the report can be adopted by by-law and the construction of drainage work can begin.