



Policy #68
Release of Tax Information

December 10, 2015 (A)
September 30, 2010

Definitions and Interpretation Rules

Wherever a word is used in this Policy with its first letter capitalized, the term is being used as it is defined in this Section. Where any word appears in ordinary case, its regularly applied meaning in the English language is intended. Defined terms may be used throughout this policy in different grammatical contexts.

“**MFIPPA**” shall mean the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56

“**Municipality**” shall mean the Corporation of the Township of Minden Hills.

“**Tax Assessment Roll**” shall mean the record of taxable persons and properties within a jurisdiction.

Purpose

The purpose of this Policy is to establish procedures for public access to information found in the Tax Assessment Roll for the Municipality.

General

Information available in the Township of Minden Hills Tax Assessment Roll is public information. Municipal Staff are responsible for the protection of privacy respecting government-held personal information.

Scope

The procedures contained in this policy shall apply to the release of information found in the Tax Assessment Roll for the Municipality.

Guiding Principles

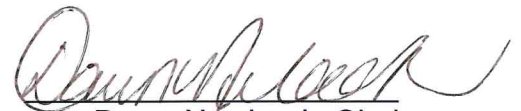
1. A member of the public may view the Tax Assessment Roll for the Township of Minden Hills. The information provided in the Tax Assessment Roll provides for:

- Name
 - Address and 9-1-1 address, if applicable
 - Property Roll Number
 - Legal description
 - Assessment
 - Classification
2. The Tax Assessment Roll for the Municipality shall not be photocopied.
 3. The Tax Assessment Roll for the Municipality shall not be reproduced by means of a scanner pen.
 4. The Tax Assessment Roll for the Municipality may not be reproduced by means of a camera.
 5. Staff are not responsible for the correctness of the Tax Assessment Roll for the Municipality.
 6. Staff shall not provide any information additional to the Tax Assessment Roll for the Municipality.
 7. Personal information contained in the Tax Assessment Roll for the Municipality shall not be provided by staff by phone. Property information only shall be provided.
 8. The tax status of a property in the Municipality shall not be released by staff without the written consent of the property owner or their legal representative.

Adopted by Council this 10th day of December, 2015.



Brent Devolin, Reeve



Dawn Newhook, Clerk