

COUNCIL REPORT

M&C No.	2024-318
Report Date	November 25, 2024
Meeting Date	December 09, 2024
Service Area	Utilities and Infrastructure Services

Her Worship Mayor Donna Noade Reardon and Members of Council

SUBJECT: Property Assessment Data Use and Confidentiality Agreement

AUTHORIZATION

Primary Author	Commissioner/Dept. Head	Chief Administrative Officer
<i>Yves Léger</i>	<i>Ian Fogan/Michael Baker</i>	<i>J. Brent McGovern</i>

RECOMMENDATION

RESOLVED that the City enter into a Data Use and Confidentiality Agreement with Service New Brunswick for the supply of certain confidential information, in the form attached to M&C No. 2024-318; and that the Mayor and City Clerk be authorized to execute said Agreement and any documents ancillary thereto.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval to renew the Data Use and Confidentiality agreement with Service New Brunswick for the right to receive and use confidential information including property assessment data as described therein in the form attached to M&C No. 2024-318; and that the Mayor and City Clerk be authorized to execute the necessary contract documents.

PREVIOUS RESOLUTION

April 19, 2022 (M&C 2022-117): RESOLVED that the City enter into a Data Use and Confidentiality Agreement with Service New Brunswick for the supply of certain confidential information, in the form attached to M&C No. 2022-117; and that the Mayor and City Clerk be authorized to execute said Agreement and any documents ancillary thereto.

REPORT

The City has been receiving monthly updates of property assessment information, in electronic format, from Service New Brunswick for over 20 years. In addition to assessed values of properties, assessment information is the primary source for property owners' mailing addresses, among other information used by the City on a regular basis. This information is crucial to many City operations and is necessary for the planning and delivery of municipal services.

The previous data use and confidentiality agreement term ended October 24th, 2024, therefore Service New Brunswick have now requested that the agreement be renewed to extend the term until October 21st, 2027.

STRATEGIC ALIGNMENT

Given up-to-date property assessment information is crucial for many City operations and the delivery of municipal services, signing this agreement aligns with Council's "Grow" priority.

SERVICE AND FINANCIAL OUTCOMES

There is no cost associated with signing this agreement.

INPUT FROM OTHER SERVICE AREAS AND STAKEHOLDERS

The City's General Counsel's office reviewed the agreement, which appears to be a standard form used by Service New Brunswick with all municipalities and has no concerns.

ATTACHMENT

Data Use and Confidentiality Agreement