

BYLAW

Bylaw Number: 906/20 Bylaw Name: Assessment Review Boards Bylaw

A BYLAW OF THE MUNICIPALITY IN THE PROVINCE OF ALBERTA, TO ESTABLISH ASSESSMENT REVIEW BOARDS.

WHEREAS, the *Municipal Government Act*, R.S.A 2000, Chapter M-26 as amended, requires the establishment of Assessment Review Boards;

AND WHEREAS, the *Municipal Government Act*, R.S.A 2000, Chapter M-26 as amended, authorizes two or more Councils to jointly establish the Assessment Review Boards to have jurisdiction in their municipalities;

NOW THEREFORE the municipal Council of the Town of Bassano in the Province of Alberta, duly assembled in Council, enacts as follows:

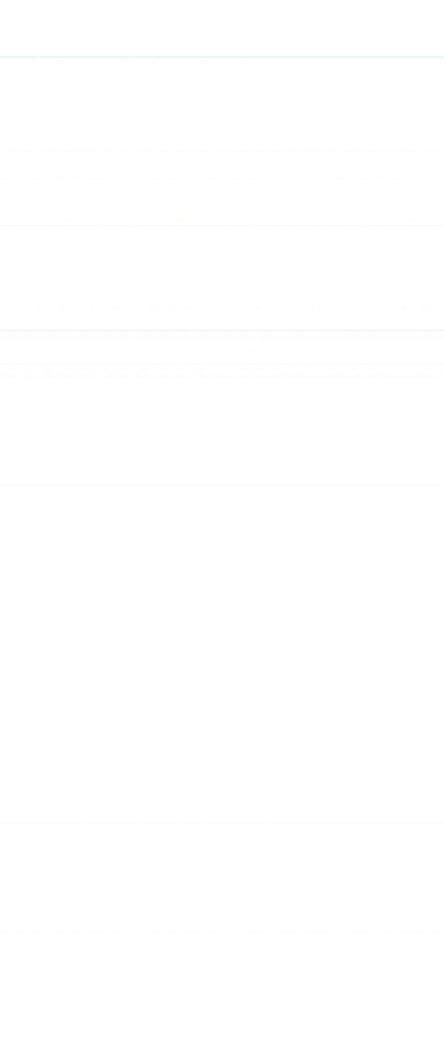
1. TITILE

1.1 This bylaw may be cited as the "Assessment Review Boards Bylaw".

2. **DEFINITIONS**

- 2.1 "Chief Administrative Officer" or "CAO" means the Chief Administrative Officer of the Town of Bassano regardless of any subsequent title that may be conferred on that officer by Council or statute, or his designate;
- 2.2 "Council" means the Municipal Council of the Town of Bassano;
- 2.3 **"Member"** means a member of an Assessment Review Board duly appointed by Council or the Province, in accordance with the *Municipal Government Act*, R.S.A. 2000, Chapter M 26 as amended;
- 2.4 "Regional Assessment Review Boards Agreement" means the Agreement signed by municipalities within the County of Newell, No. 4 agreeing to participate in the establishment of Regional Assessment Review Boards.
- 2.5 "Regional Pool" means the group of Assessment Review Board members duly appointed by the Councils of municipalities participating in the Regional Assessment Review Boards Agreement.

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3. ASSESSMENT REVIEW BOARDS

- The purpose of this Bylaw is to authorize the Town of Bassano to enter into the Regional Assessment Review Boards Agreement and to establish Assessment Review Boards;
- 3.2 Council hereby establishes the following Assessment Review Boards for the Town of Bassano:
 - 3.2.1 Local Assessment Review Board that shall consist of three (3) members;
 - 3.2.2 Composite Assessment Review Board that shall consist of two (2) members plus one (1) member appointed by the Province of Alberta.
- 3.2 The Assessment Review Boards shall carry out the duties and responsibilities as set out in the Municipal Government Act, R.S.A. 2000, Chapter M 26 as amended and the Matters Relating to Assessment Complaints Regulation.

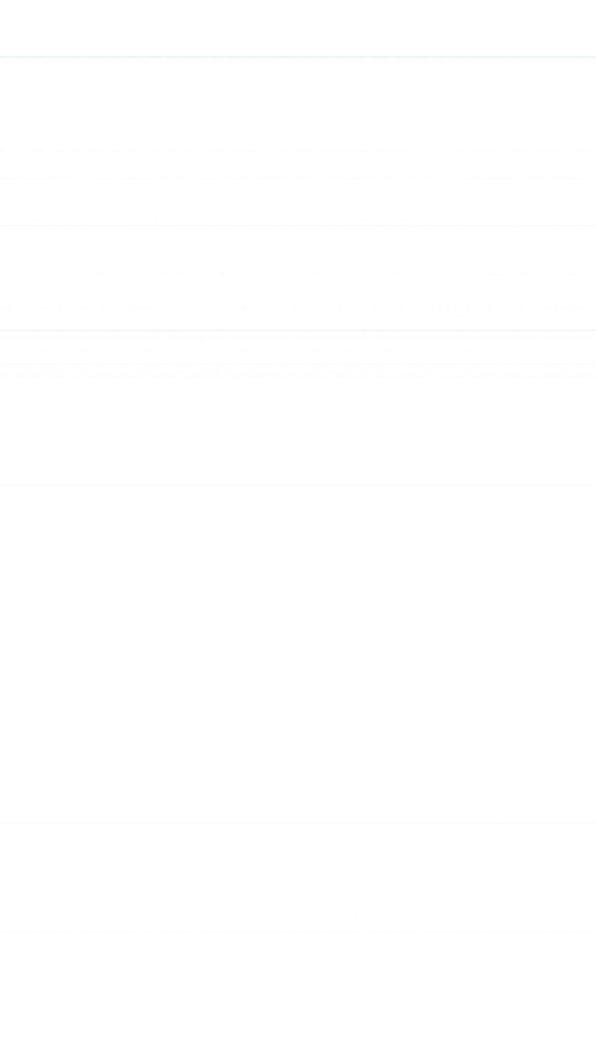
4. MEMBERSHIP

- 4.1 Members shall be appointed to the Regional Pool from time to time by resolution of Council. Each must complete the legislated training requirements prior to hearing an appeal;
- 4.2 If a vacancy shall occur at any time, Council shall by resolution, appoint a new person to fill the vacancy;
- 4.3 Members shall be appointed for three (3) years terms and may be reappointed at the expiration of their terms;
- 4.4 Council delegates authority to the Chief Administrative Officer to assign duly appointed members from the Regional Pool to the established Assessment Review Boards, as required;
- 4.5 Members shall be compensated as outlined in the Regional Assessment Review Boards Agreement.

5. ASSESSMENT REVIEW BOARD CLERK

- 5.1 The Chief Administrative Officer is the designated Clerk of the Assessment Review Boards.
- 5.2 The Clerk shall complete the legislated training requirements prior to hearing an appeal.
- 5.3 The duties of the Clerk include: receiving applications for hearings, ensuring the applicable complaint fee has been received, and the Clerk shall keep the following records:
 - 5.3.1 Notice of the hearing and persons to whom it was sent
 - 5.3.2 Minutes of the hearing
 - 5.3.3 Names and addresses of those making representation at the hearing

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- 5.3.4 Copies of all written representation to the Regional Assessment Review Boards
- 5.3.5 Decisions of the Regional Assessment Review Boards
- 5.3.6 Reasons for the decisions of the Regional Assessment Review Boards
- 5.3.7 Notice of the decisions and persons to whom it was sent
- 5.3.8 Such other matters as the Regional Assessment Review Boards may direct
- 5.4 Each participating Municipality shall be responsible for compensating the Clerk for the performance of Clerk duties.

6. COMPLAINT FEES

6.1 Complaint fees shall be set in accordance with the Schedule "A" as attached to and forming part of this Bylaw.

7. REPEAL

- 7.1 Bylaw 817/10 is hereby repealed.
- 7.2 Bylaw 826/11 is hereby repealed.

8. EFFECTIVE DATE AND READINGS

- 8.1 This Bylaw shall take effect on the date of 3rd and final reading.
- 8.2 Read a first time this 10 day of August 2020.
- 8.3 Read a second time this day 10 of August 2020.
- 8.4 READ a third and final time this 10 day of August 2020.

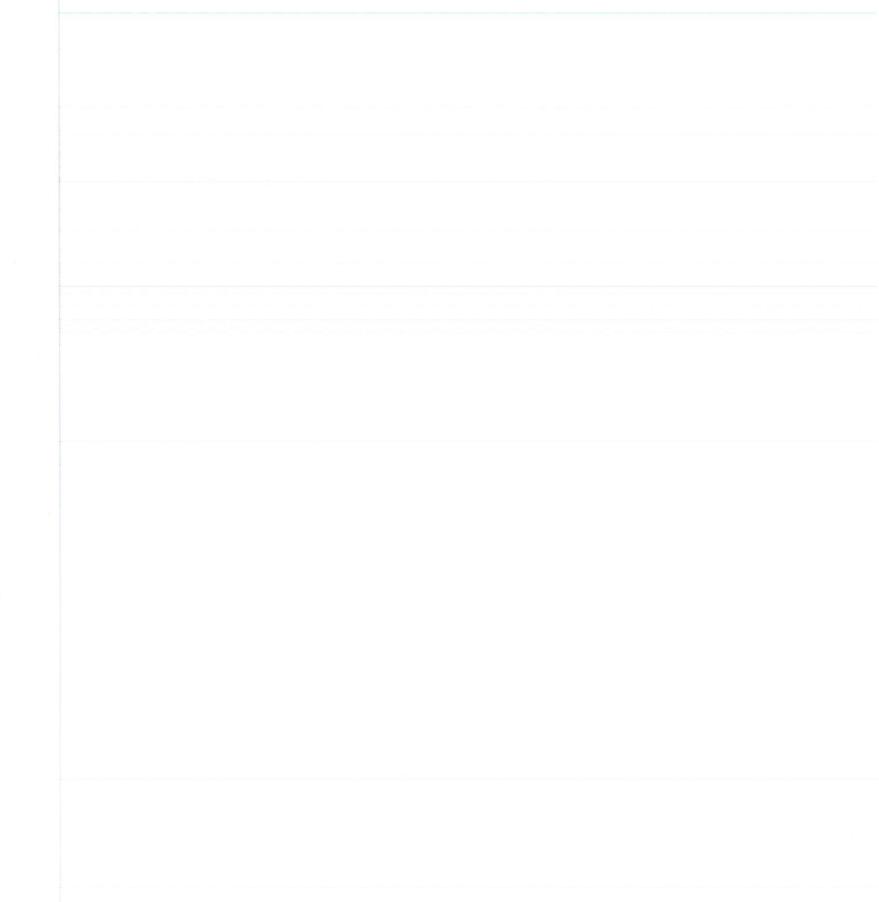
TOWN OF BASSANO

MAYOR

1 1

CHIEF ADMINISTRATIVE OFFICER

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Schedule 'A'

Town of Bassano

Schedule of Assessment Review Board Complaint Fees

Class 1 – Residential Property in respect of more than three dwelling units or fewer:

\$50.00 per Residential Property

Class 1 – Residential Property in respect of more than three dwellings or units:

\$50.00 per Residential Property

Class 2 – Non-Residential Property:

■ \$50.00 per Assessment Roll Number

Class 3 – Farmland:

\$50.00 per Assessment Roll Number

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