



BYLAW NO.15.22

A BYLAW TO ESTABLISH ONE OR MORE ASSESSMENT REVIEW BOARDS AND THE APPOINTMENT OF AN ASSESSMENT REVIEW BOARD CLERK

WHEREAS, Section 454 of the *Municipal Government Act*, RSA 2000, c. M-26 requires Council to establish a Local Assessment Review Board and a Composite Assessment Review Board;

AND WHEREAS Section 456 of the *Municipal Government Act*, R.S.A., 2000 c. M-26 requires Council to appoint a designated officer to act as the Clerk of the Assessment Review Boards having jurisdiction in Yellowhead County;

NOW, THEREFORE, Yellowhead County Council, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. TITLE

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

2. DEFINITIONS

- 2.1. **Assessment Review Board** means either the Local Assessment Review Board (LARB) or the composite Assessment Review Board (CARB);
- 2.2. **Assessment Clerk or Clerk** means an individual appointed pursuant to s. 456 of the *Municipal Government Act*, who is accredited by *the Land & Property Rights Tribunal Act* to act as the Clerk of the Assessment Review Boards;
- 2.3. **Commission** means the Capital Region Assessment Services Commission contracted by Yellowhead County to provide full ARB administration service;
- 2.4. **Composite Assessment Review Board (CARB)** means a board established pursuant to s. 454 of the *Municipal Government Act* to hear and make decisions on complaints referred to in s. 460.1(2) of the *Municipal Government Act*;
- 2.5. **Council** means the duly elected Council of Yellowhead County;
- 2.6. **Land & Property Rights Tribunal Act** means *the Land & Property Rights Tribunal Act*, SA, 2020, c. L-2.3 and amendments thereto;
- 2.7. **Local Assessment Review Board (LARB)** means a board established pursuant to s. 454 of the *Municipal Government Act* to hear and make decisions on complaints referred to in s. 460.1(1) of the *Municipal Government Act*;

- 2.8. **Manager** means the representative from the Capital Region Assessment Services Commission who has been appointed as a Designated Officer or his delegate to administer the Assessment Review Boards;
- 2.9. **Municipal Government Act**, means the *Municipal Government Act*, RSA 2000, c. M-26 and amendments thereto;
- 2.10. **Panelist** means an individual who is accredited by the *Land & Property Rights Tribunal Act* to hear assessment complaints and who will be appointed to the Assessment Review Boards.

3. ESTABLISHMENT OF BOARDS

- 3.1. Council hereby established the following boards:
 - 3.1.1. Local Assessment Review Board; and
 - 3.1.2. Composite Assessment Review Board.

4. DUTIES

- 4.1. The Assessment Review Boards shall carry out the duties and responsibilities as set out in the *Municipal Government Act* and its regulations.

5. APPOINTMENT OF BOARD MEMBERS, CHAIR, AND CLERK

- 5.1. Council hereby appoints the Manager of the Capital Region Assessment Services Commission to the position of Clerk.
- 5.2. Annually, Council will by resolution appoint the list of Panelists, the names of the Chair of the LARB and CARB, and the name of the Clerk provided to Yellowhead County by the Commission.
- 5.3. The Clerk is authorized to further delegate, and to authorize further delegations of powers, duties, and functions to another person.
- 5.4. All Panelists and the Clerk serve at the pleasure of Council and may be removed by resolution of Council where, in the opinion of Council, removal is warranted.

6. FEES and EXPENSES

- 6.1. Compensation payable to the Commission for its performance, including Annual fees, Hearing fees, Panelist fees, and Clerk fees, will be outlined in a Memorandum of Agreement between the Commission and Yellowhead County.



7. FILING a COMPLAINT

- 7.1. Upon receipt of an assessment complaint, the County shall provide the Commission with a completed Assessment Review Board Complaint and supporting documentation in a timely manner.
- 7.2. A complaint must be accompanied by the appropriate fee as established by Council in the Schedule of Fees Bylaw.

8. SEVERABILITY

- 8.1. Should any provision of this bylaw be found to be invalid, then such invalid provision shall be severed, and the remaining provisions of the Bylaw shall be maintained.

9. REPEAL

- 9.1. That bylaws 4.10 and 5.10 and any amendments thereto be, and are hereby repealed.

10. EFFECTIVE DATE


- 10.1. This bylaw shall come into force and effect on the third and final reading thereof.

READ a first time this 26 day of July 2022.

READ a second time this 26 day of July 2022.

READ a third time this 26 day of July 2022.

SIGNED this 26 day of July 2022.



 Mayor, Wade Williams



 Chief Administrative Officer, Luc Mercier