

CITY OF CHESTERMERE PROVINCE OF

ALBERTA BYLAW NO. 005-20

Being a Bylaw to establish Assessment
Review Boards

CITY OF CHESTERMERE

WHEREAS under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, Council may establish one or more Assessment Review Boards and may establish one or more positions to carry out the powers, duties or functions of a designated officer; and

WHEREAS Council wishes to establish one or more Assessment Review Boards;

NOW THEREFORE the Municipal Council of the City of Chestermere in Council duly assembled enacts as follows that:

1. Citation

- a. This Bylaw may be cited as the "Assessment Review Board Bylaw".

2. Definitions

In this Bylaw:

- (a) "Member" means a Member of an Assessment Review Board duly appointed by Council or the Province in accordance with the Municipal Government Act;
- (b) "Regional Pool" means a group of Assessment Review Board members duly appointed by the Councils of municipalities, of which Chestermere is one, participating in the Assessment Review Board Joint Agreement.

3. Assessment Review Boards

- a. Council hereby establishes the following Assessment Review Boards for the City of Chestermere:
 - i. One or more Local Assessment Review Boards No. 1 that shall

consist of one (1) member;

- ii. One or more Local Assessment Review Boards No. 2 that shall consist of three (3) members;
 - iii. One or more Composite Assessment Review Boards No. 1 that shall consist of one (1) member; and
 - iv. One or more Composite Assessment Review Boards No. 2 that shall consist of three (3) members.
- b. The Assessment Review Boards shall carry out the duties and responsibilities as set out in the Municipal Government Act and the Matters Relating to Assessment Complaints Regulation.

4. Membership

- a. Members shall be appointed to the Regional Pool by resolution of Council.
- b. Council will appoint a minimum of two and a maximum of four residents to the Board as well as one Council member.
- c. Membership terms will be no longer than three (3) years, aligning with required training certificate lifespan.
- d. All membership vacancies shall be advertised to request formal submission of applications.
- e. Appointments of members will be made based on the submitted criteria on the application form.
- f. There will be no automatic succession appointments.
- g. Council deems that a member appointed to the Regional Pool by a municipality, who is a party, along with Chestermere, to the Assessment Review Board Joint Regional Agreement, is a member appointed by Council.
- h. Council delegates authority to the Clerk of the Assessment Review Board to assign duly appointed members from the Regional Pool to the established Assessment Review Boards, as required.
- i. Members shall be compensated as set out in Schedule "A" to this Bylaw.

5. Clerk of the Assessment Review Board

- a. Council hereby appoints the City of Airdrie's City Clerk as a Designated

Officer in the position of the Clerk of the Assessment Review Boards as per the Agreement signed between the City of Chestermere and the City of Airdrie. Remuneration is determined by the Agreement. Duties and responsibilities are as outlined in the Municipal Government Act, Part 11, Assessment Review Boards, and the Matters Relating to Assessment Complaints Regulation.

- b. The Clerk is hereby authorized to appoint an Acting Clerk to perform the Clerk's duties and functions in the Clerk's absence, or may delegate the Clerk's duties and functions to City employees who are not assessors, and have successfully completed the prescribed training.

6. Complaint Fees

- a. Complaint fees are as set out in Schedule "B" to this Bylaw.
- b. Fees must be refunded if:
 - i. the Board decides in favour of the Complainant;
 - ii. the Board's decision is not in favour of the Complainant, but on the appeal, the Court of Queen's Bench makes a decision in favour of the Complainant; or
 - iii. a Complainant withdraws a Complaint on agreement with the assessor to correct any matter or issue under complaint.

7. General Matters

- a. This Bylaw shall take effect on the day which it is finally passed.
- b. Bylaw No. 019-10 is hereby rescinded in its entirety.

READ A FIRST TIME this 17th day of March, 2020.

READ A SECOND TIME this 17th day of March, 2020.

READ A THIRD TIME this 17th day of March, 2020.

Resolution Numbers -


MAYOR


CAO

Schedule A

Member Remuneration

Time	Chair	Member
Up to 4 hours	\$219	\$164
4 – 8 hours	\$383	\$290
Over 8 hours	\$601	\$427

Schedule B
Complaint Fees

	Complaint Fee
Local Assessment Review Board <ul style="list-style-type: none"> • Residential – 3 or fewer dwellings and farm land 	\$50
Composite Assessment Review Board <ul style="list-style-type: none"> • Residential 4 or more dwellings with an assessed value less than \$1 million • Non-Residential with an assessed value less than \$1 million 	\$325
Composite Assessment Review Board <ul style="list-style-type: none"> • Residential 4 or more dwellings with an assessed value of \$1 million or greater • Non-Residential with an assessed value of \$1 million or greater 	\$650

Notes:

- (1) Examples of residential property assessments heard by LARBs include:
 - Detached homes, including acreages and farm residences;
 - Duplexes;
 - Triplexes;
 - Manufactured housing units; and
 - Individual condominium units.

- (2) Examples of properties with four or more dwelling units include:
 - Four-plex housing;
 - Apartment buildings; and
 - Townhouse projects.

- (3) Examples of non-residential properties include:
 - Office buildings;
 - Retail stores;
 - Shopping centres;
 - Warehouses;
 - Railways
 - Industrial plants or special purpose properties; and
 - Machinery and equipment.