

**BYLAW 1162/11**  
**TOWN OF HARDISTY**

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A BYLAW OF THE TOWN OF HARDISTY, IN THE PROVINCE OF ALBERTA, IN RELATION TO THE ESTABLISHMENT OF INTER-MUNICIPAL ASSESSMENT REVIEW BOARDS

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**WHEREAS**, pursuant to section 456, two or more councils may agree to jointly establish the assessment review boards to have jurisdiction in their municipalities;

**WHEREAS**, Flagstaff County, the Town of Hardisty, the Village of Lougheed, the Town of Sedgewick, the Town of Killam, the Village of Strome, the Village of Forestburg, the Village of Galahad, the Village of Alliance, the Town of Daysland and the Village of Heisler, wish to establish assessment review boards to have jurisdiction in these municipalities;

**WHEREAS**, pursuant to section 454 of the *Municipal Government Act*, RSA 2000, M-26 and amendments thereto, a council may establish one or more local assessment review boards and one or more composite assessment review boards;

**WHEREAS**, pursuant to sections 454.1 and 454.2 of the *Municipal Government Act*, a council must appoint three persons as members of a local assessment review board or one person as a member of a local assessment review board and two persons as members to each composite assessment review board;

**WHEREAS**, pursuant to section 484 (1) of the *Municipal Government Act*, a council may set fees payable by persons wishing to make complaints;

**WHEREAS**, pursuant to section 455 of the *Municipal Government Act*, a council must appoint a designated officer to act as the Clerk of the assessment review boards;

**NOW THEREFORE**, the council of the Town of Hardisty, in the Province of Alberta, duly assembled hereby enacts:

**Title**

1. This Bylaw may be cited as the Inter-Municipal Assessment Review Boards Bylaw.

**Definitions**

2. Except as otherwise provided herein, words in this Bylaw shall have the meaning prescribed in the *Municipal Government Act*. In this Bylaw:
  - a. "Agreement" means the contract entered into between the Municipalities to coordinate the assessment review boards;
  - b. "Authorized Substitute" means a Member who is authorized for appointment to fill a Vacancy;
  - c. "Council" means the Council of The Town of Hardisty;
  - d. "Member" means a resident of a Member Municipality who is not a councilor or otherwise ineligible pursuant to the *Municipal Government Act* and regulations passed thereto, appointed to a Local Assessment Review Board or Composite Assessment Review Board;
  - e. "Regional Member Municipality" means those municipalities which enter into an Agreement to jointly establish assessment review boards and who enact a Bylaw in this format.
  - f. "Municipality" means those municipalities which enter into an Agreement to jointly establish assessment review boards and who enact a Bylaw in this format;
  - g. "Vacancy" means an absence from a hearing due to:
    - i. a pecuniary interest in the subject matter of the complaint;
    - ii. a direct or indirect interest in the complaint;
    - iii. a Member's ill health or other emergency; or
    - iv. a Member's unavailability.

**Assessment Review Boards**

3. Council hereby establishes jointly and by agreement with the Regional Member Municipalities, the following assessment review boards to have jurisdiction in the Regional Member Municipalities:
  - a. Local Assessment Review Board No. 1 shall consist of three (3) Members;

- b. Local Assessment Review Board No. 2 shall consist of three (3) Members;
- c. Local Assessment Review Board No. 3 shall consist of one (1) Member;
- d. Composite Assessment Review Board No. 1 shall consist of one (1) Provincial Member and two (2) Members;
- e. Composite Assessment Review Board No. 2 shall consist of one (1) Provincial Member and two (2) Members;
- f. Composite Assessment Review Board No. 3 shall consist of one (1) Provincial Member and two (2) Members;

### **Membership and Vacancies**

- 4. Pursuant to the terms of the Agreement, each Municipality may appoint by council resolution six Members.
- 5. Unless otherwise specified in the Council resolution, all Members are appointed for three year terms.
- 6. A Member is an Authorized Substitute for any other Member due to a Vacancy (as defined in this Bylaw), at any Local Assessment Review Board or Composite Assessment Review Board Hearing.
- 7. In the event a Member resigns prior to the end of their term, the Municipality may appoint a replacement for the resigning Member to fill the remainder of the resigning Member's term.
- 8. A Member may be re-appointed at the expiration of the Member's term.
- 9. A Member may resign at any time on written notice to the designated officer.
- 10. A Municipality may remove a Member appointed by the Municipality at any time, and upon doing so must notify the Member and the designated officer in writing.
- 11. A Member who fails to comply with the pecuniary interest provisions in section 480 of the *Municipal Government Act*, ceases to be a Member.

### **Remuneration**

- 12. Remuneration and traveling expenses for Members shall be in accordance with remuneration as specified in the Agreement signed by the Municipalities.

**Designated Officer**

13. a. The designated officer pursuant to section 455 of the *Municipal Government Act*, shall be the Chief Administrative Officer of the Town of Killam.
- b. The duties and remuneration of the designated officer pursuant to s. 455 of the *Municipal Government Act*, shall be as directed by the *Municipal Government Act*, the *Matters Relating to Assessment Complaints Regulations*, and the Agreement signed by the Municipalities.

**Assessment Complaint Fees**

14. The fees payable pursuant to section 481 (1) of the *Municipal Government Act*, shall be those established by the *Matters Relating to Assessment Complaints Regulation*, as amended.

**Severability**

15. If any clause in this Bylaw is found to be invalid, it shall be severed from the remainder of the Bylaw and shall not invalidate the whole Bylaw.

**Repeal**

16. Bylaw No.1158/10 is hereby repealed.

FIRST READING the 23<sup>rd</sup> day of February, 2011

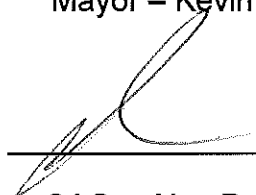
SECOND READING the 23<sup>rd</sup> day of February, 2011

PASSED AT THIRD READING the 23<sup>rd</sup> day of February, 2011



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Mayor – Kevin O'Grady



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CAO – Alan Parkin

## SCHEDULE B

### LARB and CARB APPOINTMENTS - EXAMPLE

- LARB #1**      Person #1, appointed by a Municipality for a term of \_\_\_ years.  
Person #2, appointed by a Municipality for a term of \_\_\_ years.  
Person #3, appointed by a Municipality for a term of \_\_\_ years.
- LARB #2**      Person #4, appointed by a Municipality for a term of \_\_\_ years.  
Person #5, appointed by a Municipality for a term of \_\_\_ years.  
Person #6, appointed by a Municipality for a term of \_\_\_ years.
- LARB #3**      Person #1, appointed by a Municipality for a term of \_\_\_ years.
- CARB #1**      Person #1, appointed by a Municipality for a term of \_\_\_ years.  
Person #2, appointed by a Municipality for a term of \_\_\_ years.
- CARB #2**      Person #3, appointed by a Municipality for a term of \_\_\_ years.  
Person #4, appointed by a Municipality for a term of \_\_\_ years.
- CARB #3**      Person #5, appointed by a Municipality for a term of \_\_\_ years.  
Person #6, appointed by a Municipality for a term of \_\_\_ years.

## SCHEDULE C

### PARTICIPATING MEMBER MUNICIPALITIES

<b>Municipality</b>	<b>Contact</b>	<b>Address</b>
Flagstaff County	Chief Administrative Officer	Box 358 Sedgewick, AB T0B 4C0
Town of Killam	Chief Administrative Officer	Box 189 Killam, AB T0B 2L0
Town of Sedgewick	Chief Administrative Officer	Box 129 Sedgewick, AB T0B 4C0
Town of Hardisty	Chief Administrative Officer	Box 10 Hardisty, AB T0B 1V0
Town of Daysland	Chief Administrative Officer	Box 610 Daysland, AB T0B 1A0
Village of Heisler	Chief Administrative Officer	Box 60 Heisler, AB T0B 2A0
Village of Lougheed	Chief Administrative Officer	Box 5 Lougheed, AB T0B 2V0
Village of Galahad	Chief Administrative Officer	Box 66 Galahad, AB T0B 1R0
Village of Alliance	Chief Administrative Officer	Box 149 Alliance, AB T0B 0A0
Village of Strome	Chief Administrative Officer	Box 51 Strome, AB T0B 4H0
Village of Forestburg	Chief Administrative Officer	Box 210 Forestburg, AB T0B 1N0