TOWN OF CANMORE

BYLAW 11-2011

PROVINCE OF ALBERTA

This Bylaw rescinds:	Bylaw 35-2004 Assessment Review Boards Bylaw
Associated legislation:	Municipal Government Act, Part 11, Alberta Regulation 310/2009

BEING A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHIMENT OF ASSESSMENT REVIEW BOARDS FOR THE TOWN OF CANMORE.

WHEREAS

Pursuant to the provisions of the *MUNICIPAL GOVERNMENT ACT*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, a council may by bylaw at any time establish one or more local assessment review boards and one or more composite assessment review boards for matters relating to assessment complaints.

WHEREAS

A council must by bylaw on receiving a complaint under the Act establish a local assessment review board or a composite assessment review board, depending on the type of complaint, to hear the complaint.

WHEREAS

The Town of Canmore wishes to establish one or more local assessment review boards and one or more composite assessment review boards.

NOW THEREFORE

The Municipal Council for the town of Canmore in the province of Alberta, duly assembled; hereby enacts as follows:

1) TITLE

This Bylaw shall be known as the "Assessment Review Boards" Bylaw.

2) DEFINITIONS

a) "composite assessment review board" means an assessment review board consisting of (i) one provincial member and 2 other members who are not provincial members, or (ii) one provincial member.

b) "local assessment review board" means an assessment review board consisting of (i) 3 members who are not provincial members, or (ii) one member who is not a provincial member.

c) “local member” means a qualified member of an assessment review board duly appointed by Council or the Province in accordance with the Municipal Government Act.
d) “provincial member” a person appointed as a provincial member by the Minister. The provincial member is the presiding officer of a composite assessment review board.
e) “clerk” means a designated officer appointed by Council with duties and responsibilities as outlined in the Municipal Government Act, Part 11, Assessment Review Boards, and the matters relating to assessment complaints regulation. The Clerk must be qualified and not be an assessor.
f) “qualified” means having the required assessment review board training as determined by the province.

3) OPERATIVE CLAUSES

a) The following Assessment Review Boards for the Town of Canmore are hereby established;
   i) Local Assessment Review Board No. 1 that shall consist of one local member.
   ii) Local Assessment Review Board No. 2 that shall consist of three local members.
   iii) Composite Assessment Review Board that shall consist of one provincial member.
   iv) Composite Assessment Review Board that shall consist of two local members and one provincial member.
b) The Assessment Review Boards shall carry out the duties and responsibilities as set out in the Municipal Government Act and matters relating to assessment complaints regulation.
c) Local members and clerk shall be appointed to the Assessment Review Boards at the annual organizational meeting or from time to time by resolution of Council.
d) The Mayor may appoint replacement members in the event of a vacancy.
e) The term of appointment of all members of the Assessment Review Boards shall expire on the date of the next organizational meeting.
f) Provincial member fees are set by the province, other members shall be compensated based on the “Council Remuneration Policy, Per Diem Adjustment” in force at the time.
g) Complaint fees are as set by council resolution annually.

4) DATE OF COMMENCEMENT / REPEAL OF PRIOR BYLAWS

a) Bylaw 35-2004 is hereby repealed.

b) This bylaw shall come into force and take effect upon the date of third reading thereof.

FIRST READING: **May 3, 2011**

SECOND READING: **May 3, 2011**

THIRD READING: **May 3, 2011**

Ian Casey
MAYOR

Suzette Cardinal
Municipal Clerk