



**Request for Decision  
Regular Council Meeting\_Mar09\_2021**

**Appointment of Assessment Review Board Members**

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**Motion:**

1. That Council appoint the following individuals, as members of the Assessment Review Board for a term ending December 31, 2021:
  - Darlene Chartrand
  - Tina Groszko
  - Stewart Hennig
  - Richard Knowles
  - Raymond Ralph
2. That Council appoint Raymond Ralph as Chair of the Assessment Review Board for a term ending December 31, 2021.
3. That Council appoint Richard Barham and Andrew Kaiser as Clerks of the Assessment Review Board for a term ending December 31, 2021 with Sheryl Exley serving as Alternate to Andrew Kaiser.

**Purpose:**

To appoint Board members, a Chair, and Clerks to the Assessment Review Board (ARB).

**Background Analysis:**

In 2009 the Minister of Municipal Affairs introduced amendments to the *Municipal Government Act* (MGA) changing the operation and makeup of the former ARB. As a result of the changes, the Capital Region Assessment Services Commission (CRASC) proposed providing ARB hearing services to its members. CRASC has been providing services to the City since January 2010.

As per Bylaw C7-20, the Assessment Complaints Manager, in consultation with the City, may appoint up to three Members from the list of individuals adopted by Council resolution as a Board Member for individual hearings. Further amendments to the MGA on January 1, 2019 requires that Council adopt by resolution the appointment of a Chair and a Clerk to the ARB.

The list includes the names of individuals who have successfully completed the provincially legislated training courses which qualifies them for appointment on the ARB, and available to CRASC participating municipalities. The Clerk for the ARB has also successfully completed the required training.

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**Plans/Standards/Legislation:**

City's Strategic Plan:

- Core Value – Excellence in Government; Goal – Continuous improvement; constantly looking for ways to improve our services through planning, innovation, collaboration and consultation.

The appointment of ARB members falls under the MGA, Part 11 Assessment Review Boards and City of Fort Saskatchewan Bylaw C7-20.

**Administrative Recommendation:**

That Council appoint the Board members, Chair, and Clerks to the ARB listed on the previous page.

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Prepared by: Sheryl Exley Date: February 25, 2021

Legislative Officer - Governance,  
Legislative Services

Approved by: Brenda Molter Date: February 25, 2021

Director, Legislative Services

Approved by: John Dance Date: February 25, 2021

General Manager, Corporate Services

Approved by: Troy Fleming Date: February 26, 2021

City Manager