



CITY OF  
FORT SASKATCHEWAN

**Request for Decision  
Regular Council Meeting\_Dec13\_2022**

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**Capital Region Assessment Services Commission Member Approval**

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**Motion:**

That Council approve the Summer Village of Sunset Point's request to become a member of the Capital Region Assessment Services Commission commencing 2023.

**Purpose:**

To approve the Summer Village of Sunset Point's request to become a member of the Capital Region Assessment Services Commission (CRASC).

**Background:**

The CRASC was formally established by Alberta Regulation 77/96 and is governed by the *Municipal Government Act*, Part 15.1 – Regional Services Commissions (Articles 602.01 – 602.5).

CRASC provides property assessment services and Assessment Review Board (ARB) services to 31 member municipalities and ARB services only to non-member municipalities. CRASC is governed by a board comprised of four representative member municipalities (city, town, village, and summer village) including Fort Saskatchewan currently serving as the CRASC chair. Fort Saskatchewan is a founding member of CRASC and maintains a seat on the board as the only city representative.

As per CRASC bylaw, "Process for Adding New Members" – 6.2 states: "Upon the Board's review and determination that a Membership Application should be forwarded for consideration, the Board shall send the same to each Member for their respective approval. A simple majority of the Members, as evidenced by a certified Council resolution from each Member, shall be sufficient to support the Membership Application and admit the Proposed Member as a new Member of the Commission."

The CRASC Board tentatively approved the membership application at their last Board meeting on October 14, 2022.

**Summary Analysis:**

CRASC received an application from the Summer Village of Sunset Point (the "Summer Village") requesting to join as a member municipality commencing 2023. Since 2019, the Summer Village has received ARB services under CRASC as a non-member and now wishes full membership in CRASC.

**Plans/Standards/Legislation:**

City's Strategic Plan:

- Goal - Operational Excellence and Continuous Improvement (continuous improvement, constantly looking for ways to improve our services through innovative practices, technology, collaboration, and consultation).

**Alternatives:**

1. That Council approve the Summer Village of Sunset Point's request to become a member of the CRASC commencing 2023
2. That Council not approve the Summer Village of Sunset Point's request to become a member of the CRASC commencing 2023.

**Administrative Recommendation:**

That Council approve the Summer Village of Sunset Point's request to become a member of the CRASC commencing 2023.

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Prepared by:	Jeremy Emann Chief Financial Officer, Finance Services	Date: November 3, 2022
Approved by:	John Dance General Manager, Corporate Services	Date: November 29, 2022
Approved by:	Troy Fleming City Manager	Date: November 29, 2022