
**A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE
OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING ONE OR MORE
ASSESSMENT REVIEW BOARDS AND THE APPOINTMENT OF AN
ASSESSMENT REVIEW BOARD CLERK**

WHEREAS, PURSUANT TO Part 2 of the Municipal Government Act, being Chapter M-26 R.S.A 2000 and amendments thereto, Council may enact a Bylaw;

AND WHEREAS PURSUANT TO Part 11 of the Municipal Government Act, being Chapter M26 R.S.A 2000 and amendments thereto, the requirements and duties of Council and the municipality in providing for the establishment and operation an assessment appeals process within the municipality are set forth;

AND WHEREAS PURSUANT TO Section 454 of the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto, a municipality must establish, by bylaw, both an Local Assessment Review Board and a Composite Assessment Review Board;

AND WHEREAS PURSUANT TO Section 456 of the Municipal Government Act, RSA 2000 c. M-26 and amendments thereto, a municipality is required to appoint a designated officer to act as the Clerk of the Assessment Review Boards having jurisdiction in the Municipality;

AND WHEREAS PURSUANT TO Bylaw 2019-5, as amended, being the Chief Administrative Officer and Designated Officers Bylaw, Council has assigned generally that the Clerk of the Assessment Review Boards for the municipality shall be a designated officer;

AND WHEREAS Council has, as it may do, arranged for the provision of Assessment Review Board and Clerk services through an external contractor holding a service agreement binding the parties to the performance of the required duties;

AND WHEREAS, the Council of the Summer Village of Nakamun Park deems it proper and expedient to pass such a Bylaw;

NOW THEREFORE the Council of the Summer Village of Nakamun Park, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

1.0 This bylaw may be cited as "Assessment Review Board Bylaw"

DEFINITIONS

2.0 In this Bylaw, the following definitions apply:

- a. **"Act"** means the Municipal Government Act, RSA 2000, c/ M-26 and amendments thereto;
- b. **"Assessment Review Boards" (ARB)** means either the Local Assessment Review Board (LARB) or the Composite Assessment Review Board (CARB);
- c. **"Assessment Clerk"** means an individual appointed pursuant to Section 456 of the Act who is accredited by the Municipal Government Board to act as the Clerk of Assessment Review Boards for the Municipality;
- d. **"Composite Assessment Review Board" (CARB)** means a board established pursuant to Section 454 of the Act to hear and make decisions on complaints referred to in Section 460.1(2) of the Municipal Government Act;
- e. **"Contracted Service Provider"** means the external purveyor engaged by the Municipality to perform the duties and actions of the Assessment Review Board and supporting services, including Clerk services; principally Capital Region Assessment Services Commission (CRASC), as engaged by contract;
- f. **"Council"** means the duly elected Council of the Summer Village of Nakamun Park;
- g. **"Local Assessment Review Board" (LARB)** means a board established pursuant to Section 454 of the Act to hear and make decisions on complaints referred to in Section 460.1(1) of the Municipal Government Act;
- h. **"Panelist"** means an individual who is accredited by the Alberta Municipal Government Board to hear complaints and who will be appointed to the Assessment Review Boards.
- i. **"Summer Village"** means the Summer Village of Nakamun Park.

ESTABLISHMENT OF BOARDS

- 3.0 For the purposes of the Summer Village's assessment review and appeals process, Council hereby establishes the following Boards:
- (a) Local Assessment Review Board, and;
 - (b) Composite Assessment Review Board.

DUTIES

- 4.0 The Assessment Review Boards shall carry out all duties and responsibilities as set out in the Municipal Government Act and its regulations.

APPOINTMENT OF BOARD MEMBERS, CHAIR AND ASSESSMENT CLERK

- 5.0 All panelists and the Assessment Clerk serve at the pleasure of Council:
- a. Council shall annually appoint the list of Panelists, as provided by the Contracted Service Provider, and names of the Chair of the LARB and CARB, as well as the name of the Assessment Clerk provided to the Summer Village Council by the Contract Service Provider;
 - b. All Panelists and the Assessment Clerk may be removed by resolution of Council where, in the opinion of Council, removal is warranted.

FEES AND EXPENSES

- 6.0 Compensation payable to the Contract Service Provider for its performance, including annual fees, hearing fees, panelist fees and Assessment Clerk fees will be outlined in the approved and binding agreement between the Summer Village and Contract Service Provider.

FILING A COMPLAINT

- 7.0 In addressing a Complaint:
- a. Upon receipt of an assessment complaint, the Summer Village shall provide to the Contract Service Provider a completed Assessment Review Board Complaint form and the supporting documentation in a timely manner, as received.
 - b. All complaints must be accompanied by the appropriate fee, as established by Council.

RESCINDING OF PRIOR BYLAW

8.0 THAT Bylaw 2010-3, an existing Assessment Review Board Bylaw, is hereby rescinded with the passing of this bylaw.

COMING INTO FORCE

9.0 This Bylaw shall become effective when it has received third and final reading and has been signed by the Mayor and Chief Administrative Officer.

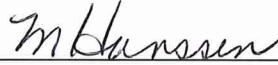
READ a first time this 17th day of March 2021.

READ a second time this 17th day of March 2021.

UNANIMOUS CONSENT to proceed to third reading 17th day of March 2021.

READ a third and final time this 17th day of March 2021.

SIGNED this 17th day of March 2021.



Mayor, Marge Hanssen



C.A.O., Dwight Moskalyk