

Request for Decision

Title	Appointment of Chair to the Assessment Review Board
Proposed Motion	That Council appoint _____ as Chair of the Assessment Review Boards effective immediately, to carry out duties as prescribed by the <i>Municipal Government Act</i> and Bylaw 1409/18.
Administrative Recommendation	Administration recommends that Council proceed with appointing a Chair of the Assessment Review Boards pursuant to section 454.1(2) of the <i>Municipal Government Act</i> , (MGA) and Sturgeon County's Assessment Review Board Bylaw 1409/18.
Previous Council Direction	<p>June 12, 2018: Motion 168/18: That Council give first reading to Bylaw 1409/18.</p> <p>Motion 169/18: That Council give second reading to Bylaw 1409/18.</p> <p>Motion 170/18: That Council give unanimous consent to proceed to third and final reading of Bylaw 1409/18.</p> <p>Motion 171/18: That Council give third and final reading to Bylaw 1409/18.</p>
Report	<p><u>Background Information</u></p> <p>In order to comply with changes made to the <i>Municipal Government Act</i> that came into effect on January 1, 2018, and with Sturgeon County's Assessment Review Board Bylaw 1409/18 that came into effect on June 12, 2018, County Council is required to designate one of the appointed Assessment Review Board members as the Chair of the Assessment Review Board (ARB).</p> <p>It is the Chair's responsibility to convene panels of members according to the type of hearing. The Chair may delegate their responsibilities to another qualified board member.</p> <p>All Assessment Review Board members are qualified as required by section 454.3 of the MGA.</p> <p>On June 26, 2018, Administration sent out an email to all ARB members requesting that any member interested in becoming the Chair of the ARB should submit a letter of interest to the Clerk of the ARB. Two members</p>

	<p>sent back a reply showing interest in the position, Julius Buski and Lee Danchuk. Both submissions are attached for Council’s review.</p> <p><u>External Communication</u></p> <ol style="list-style-type: none"> 1. Advise the successful candidate and the other Assessment Review Board Members of Council’s decision. 2. Advise the Municipal Government Board of the appointed Chair. <p><u>Relevant Policy/Legislation/Practices:</u></p> <p><i>Municipal Government Act, RSA 2000, c.M-26 (MGA)</i> <i>Matters Relating to Assessment Complaints Regulation, 2018, AR 201/2017 (MRAC)</i> Assessment Review Board Bylaw 1409/18.</p>
<p>Implication of Administrative Recommendation</p>	<p><u>Strategic Alignment:</u></p> <p>Strong Local Governance and Regional Leadership By appointing a Chair to the Assessment Review Board, Sturgeon County is complying with legislation and promoting consistent and accountable leadership through collaborative and transparent processes.</p> <p>Maintain and Enhance Strong Communities By canvassing Assessment Review Board members for interest in the ARB Chair position, County Administration is supporting and promoting volunteerism in Sturgeon County.</p> <p>Operational Excellence By appointing a qualified member of the ARB to the position of Chair supports effective engagement and professional interaction with stakeholders.</p> <p><u>Organizational:</u></p> <p>By aligning our legislation with Provincial legislation, the organization is encouraging that a standard procedure is followed and therefore more consistent decisions can be expected.</p> <p><u>Financial:</u></p> <p>None.</p>
<p>Alternatives Considered</p>	<p>Council may choose either applicant that submitted a letter of interest or may direct Administration to canvass the other Board members a second time in the event they are interested in becoming the Chair of the Assessment Review Board.</p>
<p>Implications of Alternatives</p>	<p><u>Strategic Alignment:</u></p> <p>None.</p>

Organizational:

By having to canvass the other Assessment Review Board members a second time would be an inefficient use of Administration's time.

Financial:

None.

Follow up Action

1. Advise current members of the Assessment Review Board of the appointed Chair.
 2. Advise the Municipal Government Board of the appointed Chair.
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Attachment(s)

1. Assessment Review Board Bylaw 1409/18
 2. Expression of Interest - Julius Buski
 3. Expression of Interest - Lee Danchuk
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Report Reviewed

by:



Lisa Schovaneck, Acting Senior Legislative Officer, Legislative Services



Bill Minnes, County Commissioner – CAO

Strategic Alignment Checklist

Vision: Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.

Mission: Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.

Focus Areas	Not consistent	N/A	Consistent
Strong Local Governance and Regional Leadership			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Consistent with neighborhood role (see MDP), master plans, policies</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Considers fiscal stability and sustainability</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Has a positive impact on regional and sub-regional cooperation</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Respect the Natural Environment			
<i>We acknowledge the importance of a healthy environment and will minimize and monitor our impact on ecosystems (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Compliance with Provincial and Federal regulations and/or legislation</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Ensure effective environmental risk management</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community Identity & Spirit			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan, (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Promotes and/or enhances residents' identification with Sturgeon County</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Enhances service provision through community partnerships</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Supports Sturgeon County's cultural history</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Planned Growth and Prosperity			
<i>We encourage varied and integrated enterprises that enhance our strong economic base, while balancing the needs of the community and natural environment. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Does the proposal align with the Integrated Regional Growth Strategy (map/policies) pg. 26 MDP</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Considers cumulative costs and long-term funding implications</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Targets growth around current or planned infrastructure</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maintain and Enhance Strong Communities			
<i>We are committed to a safe, secure community, where our residents are respected and provided with access to opportunities. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Positive impact on residents' quality of life</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Supports and promotes volunteer efforts</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides programs and services that are accessible to all residents</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Operational Excellence			
<i>We have the organizational capability to deliver consistent and defined levels of service to all stakeholders in a professional, efficient, and cost effective manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Staff have the knowledge, skills and capability to perform their jobs</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Streamlines operational processes and policies</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Promotes engagement and professional interaction with stakeholders</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Considers a cost-structure which allows Sturgeon County to remain competitive within a regional, national and global context</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>