



**BYLAW NO. 2010-885
OF THE
TOWN OF TWO HILLS**

**A BYLAW OF THE TOWN OF TWO HILLS IN THE PROVINCE OF ALBERTA TO
ESTABLISH ASSESSMENT REVIEW BOARDS**

WHEREAS the Municipal Government Act R.S.A. 2000 Chapter M-26 and amendments thereto requires the establishment of Assessment Review Boards.

NOW THEREFORE the Council of the Town of Two Hills, in the Province of Alberta assembled this 17th day of May, 2010, enacts as follows:

Title

1. This Bylaw may be cited as the "Assessment Review Board Bylaw".

Definitions

2. In this Bylaw:
 - a) "Composite Assessment Review Board" (CARB) means an Assessment Review Board that hears Complaints about any matter referred to in Section 460 (5) of the Municipal Government Act that is shown on an Assessment Notice for property other than that heard by the Local Assessment Review Board.
 - b) "Local Assessment Review Board" (LARB) means an Assessment Review Board that hears Complaints about any matter referred to in Section 460 (5) of the Municipal Government Act that is shown on an Assessment Notice, or a tax notice other than a property tax notice, for residential property of three (3) or fewer dwelling units, or farmland.
 - c) "Member" means a number of an Assessment Review Board duly appointed by the Council of the Town of Two Hills or the Province of Alberta in accordance with the Municipal Government Act.



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Assessment Review Boards

3. Council hereby establishes the following Assessment Review Boards for the Town of Two Hills.
 - a) Composite Assessment Review Board No. 1 shall consist of one (1) member of the public at large and one (1) member appointed by the Province;
 - b) Composite Assessment Review Board No. 2 shall consist of two (2) members of the public at large and one (1) member appointed by the Province;
 - c) Local Assessment Review Board No. 1 shall consist of one (1) member of the public at large; and
 - d) Local Assessment Review board No. 2 shall consist of three (3) members of the public at large.

Membership

- 4.1 Membership terms will be no longer than three (3) years and will be made in such a manner that the expiry dates of the members are staggered;
- 4.2 All member appointments shall be advertised or invited to request formal submission of applications;
- 4.3 Appointments to the Board shall be made by resolution of Council;
- 4.4 There will be no automatic succession of appointments;
- 4.5 Members may not participate in a hearing of the Board unless the member has successfully completed a training program set or approved by the Minister; and
- 4.6 Members shall be compensated as set out in Schedule "A" of this Bylaw.

Clerk of the Assessment Review Board

5. Council hereby appoints the Executive Secretary as the Clerk of the Assessment Review Boards.

Enactment

6. That this Bylaw comes into full force and effect upon third and final reading.



A handwritten signature in blue ink, appearing to be "SJA", with a large circular flourish around it.

READ a first time this 17th day of May, 2010.

READ a second time this 17th day of May, 2010.

READ a third time and final reading, this 17th day of May, 2010 and finally passed.

TOWN OF TWO HILLS



MARK KUSSMANN
MAYOR



ELSIE HOWANYK
CHIEF ADMINISTRATIVE OFFICER



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**Town of Two Hills
Assessment Review Board Remuneration
Schedule "A"**

1. Remuneration for Assessment Review Board Members participating in hearing shall be as follows:
 - a) Hearings and training less than 6 hours – No more than \$100.00 per day.
 - b) Hearings and training 6 hours or more – No more than \$200.00 per day.
2. Travel reimbursement for costs incurred to attend the required Assessment Review Board Training shall be at the rates in effect at the time for Town of Two Hills employees.



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