



LEGISLATIVE AND INTERGOVERNMENTAL SERVICES

TO: Council
DATE: March 8, 2022
FILE: N/A
SUBJECT: Amendments to the *Assessment Review Boards Bylaw*

DIVISION: All
APPLICATION: N/A

POLICY DIRECTION:

At the October 26, 2021 Organizational meeting, Council directed that Administration bring forward an amendment to the *Assessment Review Boards Bylaw* to reflect its decision to remove the requirement for two Councillors on its membership.

EXECUTIVE SUMMARY:

The *Assessment Review Boards Bylaw* C-7778-2018 currently states that Councillors are appointed to the Assessment Review Board (ARB) and that the Chair must be a Councillor. At the October 26, 2021 Organizational meeting the following motion arising was brought forward:

“MOVED by Councillor Boehlke that Administration be directed to prepare amendments to Bylaw C-7778-2018 to remove Councillors from the membership of the Assessment Review Board.”

BACKGROUND:

At the June 23, 2020 Council meeting Administration brought changes to the *Assessment Review Boards Bylaw* C-7778-2018, with Bylaw C-8062-2020, to amend the membership of the ARB to include Councillors and appoint a Councillor as the Chair, as per the *Procedure Bylaw* C-7907-2019.

In response to Council's motion Administration has reviewed the Bylaw and captured any changes needed to remove Councillors from the membership of the ARB in Bylaw C-8273-2022.

Bylaw C-8273-2022 amends the appointment of the Chair of the ARB and states:

If the Chair or Vice-Chair of the Assessment Review Boards has not been appointed by Council, the Members must convene within sixty days of the annual Organizational meeting of Council to elect a Chair and Vice Chair for the ensuing year.

The Chair of the ARB can be appointed by Council or chosen by the members of the ARB. If Council wishes to appoint a Chair from the members of the ARB, Administration will bring back a report to Council for their consideration. If Council wishes for the Chair and Vice-Chair to be elected by the members of the ARB, Administration will convene a meeting of the ARB to facilitate the election.

ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option 1.

BUDGET IMPLICATIONS:

There are no budget implications at this time.

Administration Resources

Michelle Mitton, Legislative and Intergovernmental Services



OPTIONS:

- Option #1: Motion 1: THAT Bylaw C-8273-2022 be given first reading.
 Motion 2: THAT Bylaw C-8273-2022 be given second reading.
 Motion 3: THAT Bylaw C-8273-2022 be considered for third reading.
 Motion 4: THAT Bylaw C-8273-2022 be given third and final reading.
 Motion 5: THAT Administration be directed to convene the Assessment Review Board to hold an election of the Chair and Vice Chair from its membership, within 30 days.
- Option #2: Motion 1: THAT Bylaw C-8273-2022 be given first reading.
 Motion 2: THAT Bylaw C-8273-2022 be given second reading.
 Motion 3: THAT Bylaw C-8273-2022 be considered for third reading.
 Motion 4: THAT Bylaw C-8273-2022 be given third and final reading.
 Motion 5: THAT Administration be directed to return to Council with a report for the appointment of the Chair no later than March 30, 2022.
- Option #3: THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Amy Zaluski"

"Byron Riemann"

Director,
Legislative and Intergovernmental Services

Acting Chief Administrative Officer

MM/jb

ATTACHMENTS:

Attachment 'A' – Bylaw C-8273-2022