

City Clerk's Office Report to
Organizational Meeting of Council
2020 October 26

ISC: UNRESTRICTED
C2020-1128
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2021 Calgary Assessment Review Board - Appointment of General Chair

RECOMMENDATIONS:

Review or Release By: Do not release Attachment 1

That Council:

1. Designate the Calgary Assessment Review Board member listed in Attachment 1 to serve as Chair of both the Local Assessment Review Board and the Composite Assessment Review Board for 2021.
2. Direct that Attachment 1 and related closed meeting discussions remain confidential under sections 17 (disclosure harmful to personal privacy) and 19 (confidential evaluations) of the *Freedom of Information and Protection of Privacy Act*.

HIGHLIGHTS

- The Calgary Assessment Review Board ("ARB" or "Board") Bylaw stipulates that Council must by resolution designate one of the members of the ARB to be the General Chair. The term of the current General Chair expires on 2020 December 31.
- What does this mean to Calgarians? For the ARB to operate under the Bylaw, a General Chair must be appointed. The ARB allows taxpayers to complain against their property assessments. The ARB gives access to justice quickly and with expertise.
- Why does this matter? The *Municipal Government Act* requires The City to establish an ARB and appoint a General Chair. The General Chair leads the tribunal members in carrying out the Board's mandate.
- The responsibilities of the General Chair include overseeing both the Local ARB and the Composite ARB.
- The General Chair is responsible for establishing rules, procedures and policies, and dealing with administrative matters on behalf of the Board and its members.
- The General Chair is responsible for appointing a first and second Vice-Chair to ensure proper governance and succession planning for the Board.
- Council is free to exercise its discretion to appoint a General Chair for the ARB whom Council determines is best capable of leading the Board in carrying out its mandate.
- At its 2019 October 28 Organizational Meeting, Council accepted the recommendations of Report C2019-1208 and designated Mr. John Mathias to continue serving as the General Chair of the ARB for a term expiring on 2020 December 31. Mr. John Mathias was previously appointed Chair in 2017, 2018, 2019, and 2020, at the 2017 January 23 Regular Meeting of Council, 2018 March 21 Strategic Meeting, and the 2019 October 28 Organizational Meeting, respectively.
- The recommendations in this report align with Council's policy for the Governance and Appointments of Boards, Commissions and Committees (CP2016-03).
- Strategic Alignment to Council's Citizen Priorities: A well-run city

DISCUSSION

The ARB adjudicates challenges to property assessments. Its decisions have a direct impact on public perception of the fairness of property assessment and taxation in Calgary. Bylaw 15M2018 requires Council to designate one of the members of the Assessment Review Board to serve as the General Chair to the Local Assessment Review Board and the Composite Assessment Review Board. Council has established requirements for the position of General Chair (Attachment 2).

2021 Calgary Assessment Review Board - Appointment of General Chair

The appointment of a General Chair is required to support continued leadership to the Board in carrying out its statutory mandate, to support business continuity respecting operational and legal issues, and to attend to the continuous improvement of the quality, efficiency and effectiveness of the Board's decision-making processes.

Council is free to exercise its discretion to appoint a General Chair for the ARB whom Council determines is best capable of leading the Board in carrying out its statutory mandate. There is strong public interest for Council to appoint a General Chair who understands the Board's purpose and mandate, is knowledgeable about valuation principles, and who has the qualities and availability necessary to provide leadership to the Board.

STAKEHOLDER ENGAGEMENT AND COMMUNICATION (EXTERNAL)

- ☐ Public Engagement was undertaken
- ☒ Public Communication or Engagement was not required
- ☐ Public/Stakeholders were informed
- ☐ Stakeholder dialogue/relations were undertaken

IMPLICATIONS

Social

Not Applicable.

Environmental

Not Applicable.

Economic

Not Applicable.

Service and Financial Implications

No anticipated financial impact

RISK

Delay in appointing a General Chair to the ARB for 2021 may complicate the coordination of mandatory training for members provided by the Alberta Municipal Government Board, and the scheduling of members for the commencement of 2021 assessment review proceedings.

ATTACHMENTS

1. CONFIDENTIAL-Recommendation for Designation of General Chair of the ARB for 2021
2. General Chair Profile

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Department Circulation

General Manager	Department	Approve/Consult/Inform