

2022 Appointment of General Chair, Calgary Assessment Review Board

RECOMMENDATIONS:

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 2022; and
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* indefinitely.

HIGHLIGHTS

- The General Chair serves as Chair of the Local Assessment Review Board and the Composite Assessment Review Board, collectively referred to as the Calgary Assessment Review Board (or "Board"). The appointment of the current General Chair expires on 2021 December 31. The Assessment Review Board Bylaw stipulates that Council must designate one of the members of the Board to be the General Chair.
- What does this mean to Calgarians? The Calgary Assessment Review Board Bylaw requires that a General Chair be appointed to lead the Local Assessment Review Board and the Composite Assessment Review Board. The Assessment Review Board hears and decides property owners' complaints against property assessments issued by The City of Calgary. The Board provides quick, informal, and efficient access to justice, and deals with assessment complaints with a high level of expertise.
- Why does this matter? The *Municipal Government Act* requires The City to establish an Assessment Review Board and appoint a Chair to lead and oversee its Local Assessment Review Board and Composite Assessment Review Board. The General Chair leads the tribunal members in carrying out the Board's mandate.
- 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 leadership of the Board.
- At its 2020 October 26 Organizational Meeting, Council designated Mr. John Mathias to continue serving as the General Chair of the Assessment Review Board for a term expiring on 2021 December 31. Mr. Mathias has served as General Chair since 2017. More information on background and previous Council direction is contained in Attachment 2
- 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 Assessment Review Board adjudicates challenges to property assessments issued by The City of Calgary. Its decisions and procedures have a direct impact on public perception of the fairness of property assessment and taxation in Calgary.

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The Calgary Assessment Review Board Bylaw, Bylaw 15M2018 as amended, requires Council to designate a member to serve as the Chair of the Local Assessment Review Board and Chair of the Composite Assessment Review Board, a General Chair. The General Chair of the Board is granted broad authority under the Bylaw to “establish rules, procedures and policies for the administration of the Assessment Review Boards” as long as they are consistent with the *Municipal Government Act*, its regulations and the Bylaw. Council has established requirements for the position of General Chair (Attachment 3).

Appointment of a General Chair for the Assessment Review Board for 2022 will 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 Board (from amongst its membership) whom Council determines is best capable of leading the Board in carrying out its statutory mandate. There is 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.

The presentation of a candidate for designation as General Chair has been developed this year as it has been in past years; however, in 2022, the City Clerk's Office will be conducting a review of best practices for developing and presenting recommendations to Council for designation of the General Chair, and may recommend a new process or reporting framework for such recommendations.

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.

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Service and Financial Implications

No anticipated financial impact

RISK

Delay in appointing a General Chair to the ARB for 2022 may compromise the coordination of preparatory work for 2022 ARB hearings and the prescribed training of members provided by the Alberta Land and Property Rights Tribunal.

ATTACHMENTS

1. CONFIDENTIAL – Candidate for Designation of General Chair of the ARB for 2022
2. Background and Previous Council Direction
3. General Chair Profile

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform