

ASSESSMENT REVIEW BOARD MEMBERSHIP – RESIGNATION

EXECUTIVE SUMMARY

The City Clerk's Office received notification that Mr. Edward Reuther, a Citizen Member of the Assessment Review Board, has resigned effective 2015 June 26.

ADMINISTRATION RECOMMENDATION(S)

That the Priorities & Finance Committee recommend that Council:

1. Accept the resignation of Mr. Edward Reuther of the Assessment Review Board, and that he be thanked for his service;
2. Direct that Attachment 1 remain confidential under subsection 17(1) of the *Freedom of Information and Protection of Privacy Act*; and,
3. Receive for information that regular appointments to these positions will resume in 2015 December when Council makes its annual appointments to the Assessment Review Boards for terms effective 2016 January 01.

RECOMMENDATION OF THE PRIORITIES AND FINANCE COMMITTEE, DATED 2015 JULY 14:

That Council:

1. Accept the resignation of Mr. Edward Reuther of the Assessment Review Board, and that he be thanked for his service;
2. Direct that Attachment 1 remain confidential under subsection 17(1) of the *Freedom of Information and Protection of Privacy Act*; and,
3. Receive for information that regular appointments to these positions will resume in 2015 December when Council makes its annual appointments to the Assessment Review Boards for terms effective 2016 January 01.

PREVIOUS COUNCIL DIRECTION / POLICY

At the 2014 December 08 Combined Meeting of Council, Council gave three Readings to Bylaw 75M2014, appointing members to the Assessment Review Boards for 2015. Members were appointed to the Local Assessment Review Board, effective 2015 January 01, for one-year terms to expire on 2015 December 31.

BACKGROUND

Section 454 of the *Municipal Government Act (MGA)* requires municipalities to establish, by Bylaw, one or more Local Assessment Review Boards, no later than on receipt of a complaint against an assessment, pursuant to Section 460 of the MGA. The Assessment Review Boards are independent from The City of Calgary and, through the Quasi-Judicial Division of the City Clerk's Office, they receive and hear complaints against assessments of properties and businesses.

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The Local Assessment Review Boards consist of 38 Citizen Members and one General Chairman, appointed under the terms of the MGA and the Calgary Assessment Review Boards Bylaw, 25M2010, as amended. Members of the Local Assessment Review Boards are appointed for a one-year period commencing on January 01 of each year and ending on December 31 of the same year, with eligibility to serve unlimited terms. All members of the Local Assessment Review Boards report to the General Chairman respecting matters of Local Assessment Review Board administration. The General Chairman may establish rules, procedures and policies for the administration of the Local Assessment Review Boards.

Pursuant to Subsection 455(1) of the MGA, and Section 10 of Bylaw 25M2010, as amended, the City Clerk is appointed as the designated officer to act as the Clerk of the Assessment Review Boards, with responsibility for the operations of the Quasi-Judicial Boards Division.

INVESTIGATION: ALTERNATIVES AND ANALYSIS

On 2015 June 11, the Quasi-Judicial Boards Division of the City Clerk's Office received a letter from the General Chair, outlining Mr. Edward Reuther's intention to resign from the ARB effective 2015 June 26. Mr. Reuther cites the reason for his resignation in his letter, which is attached to this report as Attachment 1.

The General Chair is recommending that this vacancy remain unfilled until the next appointment cycle for Board members is undertaken. Training for new members, which is required by the *Matters Relating to Assessment Complaints Regulation*, will not be available until 2016.

An exit interview was conducted with Mr. Reuther by the Manager of Quasi-Judicial Boards. No substantive concerns or opportunities for improvement respecting the governance, leadership or operations of the Board were identified.

Stakeholder Engagement, Research and Communication

The City Clerk's Office consulted with the General Chairman of the Assessment Review Boards to seek recommendations with respect to the vacant positions caused by the resignation.

Strategic Alignment

The recommendations align with Council's priority for having a well-run city, particularly to:

- (W5) regularly collaborate and engage citizens to encourage participation in City decision-making, and better communicate the reasons for the decisions.

Social, Environmental, Economic (External)

There are no social, environmental, or external economic implications as a result of this report.

Financial Capacity

Current and Future Operating Budget:

There are no current and future operating budget impacts as a result of this report.

Current and Future Capital Budget:

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There are no current and future capital budget impacts as a result of this report.

Risk Assessment

There are no significant risks associated with the recommendations of this report.

REASON(S) FOR RECOMMENDATION(S):

Accepting the resignations allows for effective Board management, and thanking them for their service demonstrates an appreciation on behalf of The City for their dedication.

Attachments

1. Resignation Letter of Mr. Edward Reuther