

Village of Hines Creek Council Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 23, 2020
Originated By:	Leanne Walmsley, Chief Administrative Officer
Title:	New Business – Assessment Review Board Joint Regional Agreement
File:	0701

BACKGROUND/PROPOSAL:

In 2010 a Joint Assessment Review Board was formed with the following municipalities

FILE COPY

Clear Hills County
Northern Sunrise County
Town of Peace River
Village of Hines Creek
Village of Nampa

Attached is the original Joint Regional Agreement as well as a new Joint Regional Assessment Review Board with the following changes to the agreement.

1. Definitions

d. ~~“Clerk” means the designated officer authorized to act as the Clerk of a Board.~~

d. “Chair” means the member of an Assessment Review Board designated as Chair by the Council of the Member Municipalities.

I. “Panel” means the Members of the Assessment Review Board that are appointed by the Chair to hear the complaint.

3. Regional Pool

d. Each ~~member~~ Member ~~municipality~~ Municipality will be responsible for providing the following number of trained ~~board~~ Board ~~members~~ Members to the Regional Pool:

4. Sharing of Members

a. In the event a Member Municipality requires a Board Member from the Regional Pool for a Hearing, the ~~clerk from that municipality~~ Chair of the Board is responsible for composing the appropriate ~~board~~ Panel for the Hearing (LARB

9.a.

or CARB) and assembling the ~~Board Panel~~ in the regulated timeframe pursuant to the Municipal Government Act.

- b. Once a ~~Board Panel~~ has been selected, the Clerk of the municipality convening the Hearing shall notify the Clerk of each of the other Member Municipalities of:
- i. the names of the Board ~~members~~ Members selected; and
 - ii. The date, time and place of the ~~hearing~~ Hearing.

RECOMMENDED ACTION:

That Council approves the changes noted in the Assessment Review board Joint Regional Agreement as presented.

Initials show support- Reviewed by:	Manager:	C.A.O. <i>RW</i>
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R.W.

"old Agreement"

ASSESSMENT REVIEW BOARD

JOINT REGIONAL AGREEMENT

BETWEEN

Clear Hills County
Box 240
Worsley, Alberta TOH 3W0

and

Northern Sunrise County
Bag 1300
Peace River AB T8S 1Y9

and

Town of Peace River
P.O. Box 6600
Peace River, AB T8S 1S4

and

Village of Hines Creek
Box 421
Hines Creek, Alberta TOH 2A0

Village of Nampa
Box 69
Nampa, AB TOH 2R0

(hereinafter referred to as the "Municipalities")

The Municipalities hereby agree to enter into a *Joint Regional Agreement* for the sharing of Assessment Review Board members in accordance with the terms and conditions contained herein.

1. DEFINITIONS

- a) "Act" means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 and any amendments thereto.
- b) "Board" means an Assessment Review Board established by a Member Municipality in accordance with the Act.
- c) "Board Member" means a person appointed by a Council and qualified to serve on a Board in accordance with the Act.
- d) "Clerk" means the designated officer authorized to act as the Clerk of a Board.
- e) "Council" means the Council of a Member Municipality.
- f) "Hearing" means a meeting of a Board.

- g) "Member Municipality" means a municipality participating in the sharing of Board Members as evidenced by their signatures to this agreement either individually or collectively as the context requires.
- h) "Regional Pool" means all of the Board Members collectively.

2. BOARD HEARINGS

- a) Each Member Municipality is responsible for the administration and costs of the Board process for their municipality.

3. REGIONAL POOL

- a) By February 1st of each year, the Clerk for each Member Municipality shall advise the Clerk of each of the other Member Municipalities of the :
 - i. Name of its Board Members; and
 - ii. The contact information for each Board Member, including telephone numbers, email address, and mailing address.
- b) In the event a Council appoints a Board Member after February 1st in any given year, the Clerk of that municipality shall advise the Clerk of each of the other Member Municipalities of the name and contact information for the Board Member within fourteen (14) days following the appointment.
- c) For the first year a Member Municipality participates in the Regional Pool, the Member Municipality shall provide the name and contact information for its Board Members to the Clerk of each of the other Member Municipalities within fourteen (14) days of signing this Agreement.
- d) Each member municipality will be responsible for providing the following number of trained board members to the Regional Pool:
 - i. Municipalities with a population of less than 1000 at least 1 Board Member
 - ii. Municipalities with a population of more than 1000 at least 2 Board Members

4. SHARING OF MEMBERS

- a) In the event a Member Municipality requires a Board Member from the Regional Pool for a Hearing, the clerk from that municipality is responsible for composing the appropriate board (LARB or CARB) and assembling the Board in the regulated timeframe pursuant to the *Municipal Government Act*.
- b) Once a Board has been selected, the Clerk of the municipality convening the Hearing shall notify the Clerk of each of the other Member Municipalities of:
 - i. the names of the Board members selected; and
 - ii. The date, time and place of the hearing.

5. GENERAL

- a) Should a Member Municipality wish to withdraw from participation in this Agreement, they may do so by serving six (6) months' written notice to each of the other Member Municipalities.
- b) Additional municipalities may enter into this Agreement upon the written consent of all Member Municipalities.

IN WITNESS WHEREOF the Member Municipalities have executed this Agreement as evidenced by the duly authorized signature below.

CLEAR HILLS COUNTY

Per: Pete Stypkowski

Per: Al McKee

Date: June 28/2010

VILLAGE OF NAMPA

Per: [Signature]

Per: [Signature]

Date: July 9/10

NORTHERN SUNRISE COUNTY

Per: [Signature]

Per: [Signature]

Date: _____

TOWN OF PEACE RIVER

Per: [Signature]

Per: [Signature]

Date: July 19/10.

VILLAGE OF HINES CREEK

Per: [Signature]

Per: [Signature]

Date: _____

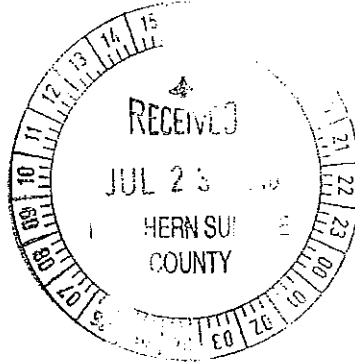


TOWN OF PEACE RIVER

P.O. Box 6600 Peace River, Alberta T8S 1S4
Telephone: (780) 624-2574
Fax: (780) 624-4664

FILE NO. 15/300

July 22, 2010



Council Agenda	
File Copy	
Reeve	
CAO	
Legislative Services	
Treasurer	
Assessment	
DO	
Transportation	
EDO	
Utilities	
ASB	
Protective Services	
Landfill	
Other	

Northern Sunrise County
Bag 1300
Peace River, AB
T8S 1Y9

Dear Sir or Madam:

Re: Assessment Review Board Joint Regional Agreement

Enclosed please find your copy of the signed Joint Regional Agreement for the Assessment Review Board.

If you have any questions, please contact Renate Bensch, Director of Corporate Services, at (780) 624-2574.

Sincerely,

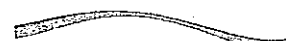
Vicki Jacob
Records Management Coordinator

Enclosure



JULY 19-25 Peace Region
Alberta Summer Games

Town of Peace River
PROUD SPONSOR COMMUNITY



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Per: Pete Nykolyszyn

Per: Allegra

Date: June 28/2010

VILLAGE OF NAMPA

Per: [Signature]

Per: [Signature]

Date: July 9/10

NORTHERN SUNRISE COUNTY

Per: [Signature]

Per: [Signature]

Date: _____

TOWN OF PEACE RIVER

Per: [Signature]

Per: [Signature]

Date: July 19/10.

VILLAGE OF HINES CREEK

Per: [Signature]

Per: [Signature]

Date: _____

" New Agreement "



NORTHERN SUNRISE
COUNTY



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JOINT REGIONAL AGREEMENT**

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IN WITNESS WHEREOF the Member Municipalities have executed this Agreement on the _____ day of _____, 20____ as evidenced by the duly authorized signatures below.

CLEAR HILLS COUNTY

Reeve

Chief Administrative Officer

NORTHERN SUNRISE COUNTY

Reeve

Chief Administrative Officer

TOWN OF PEACE RIVER

Mayor

Chief Administrative Officer

VILLAGE OF HINES CREEK

Mayor

Chief Administrative Officer

VILLAGE OF NAMPA

Mayor

Chief Administrative Officer