



STAFF REPORT

Title: Appointment of Chairperson - Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB)

Meeting Date: October 22, 2019

Executive Summary:

At the October 23, 2018 Organizational meeting of Council, Councillors Buckle, Lefebvre, and Vining were appointed to the LARB and CARB for one (1) year terms to expire October 2019. Councillors Buckle, Lefebvre, and Vining have completed their refresher training in 2017, fulfilling their mandatory training requirements for three (3) years.

As per Section 7.1 of attached Bylaw No. 615-BD-17 (LARB) and Section 7.1 of attached Bylaw No. 616-BD-17 (CARB), Council shall designate one of the board members as Chairperson to LARB and CARB. At Council's regular meeting of March 13, 2018, Councillor Buckle was appointment as Chairperson to the Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB).

Going forward, Administration would like a Chairperson to be appointed annually in October following Council's organizational meeting.

Background:

The City has a Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB) of which:

- LARB hears complaints about assessment notices for residential property with three (3) or fewer dwellings and farmland, for example: detached homes (including acreages, farm residences), duplexes, triplexes, manufactured housing units, or individual condominium units (Section 460.1(1)(a) of the MGA). The LARB also hears complaints about specific matters shown on the tax notice, if applicable, for example business tax, local improvement tax, business revitalization zone tax (Section 460.1(1)(b) of the MGA).
- CARB hears complains about residential properties with four (4) or more dwelling units and non-residential assessments, for example: four-plex housing, apartment buildings, townhouse projects, office buildings, retail stores, shopping centres, warehouses, vacant land, machinery/equipment (Section 460.1(2) of the MGA).



Alternatives:

Recommended Action:

That Council appoint a member of Council as the Chairperson to the Local Assessment Review Board (LARB) for a one (1) year term to expire October 2020.

That Council appoint a member of Council as the Chairperson to the Composite Assessment Review Board (CARB) for a one (1) year term to expire October 2020.

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer