

## Request for Decision

<b>Title</b>	<b>Appointment of Chair to the Assessment Review Boards</b>
<b>Proposed Motion</b>	That Council appoint D. Lee Danchuk as Chair of the Assessment Review Boards effective immediately, to carry out duties prescribed in section 454.1(2) and 454.2(2) of the <i>Municipal Government Act</i> and Bylaw 1409/18.
<b>Administrative Recommendation</b>	Administration recommends that Council proceed with appointing D. Lee Danchuk as Chair of the Assessment Review Boards pursuant to section 454.1(2) and 454.2(2) of the <i>Municipal Government Act</i> (MGA) and Sturgeon County's Assessment Review Board Bylaw 1409/18.
<b>Previous Council / Committee Direction</b>	<p><u>August 23, 2022 Regular Council Meeting</u> Motion 311/22: That Council appoint D. Lee Danchuk as the Chair of the Assessment Review Boards effective immediately, to carry out duties prescribed in sections 454.1(2) and 454.2(2) of the <i>Municipal Government Act</i> and Sturgeon County Bylaw.</p> <p><u>June 12, 2018 Council Meeting</u> Motion 171/18: That Council give third and final reading to Bylaw 1409/18.</p>
<b>Report</b>	<p><u>Background Information</u></p> <ul style="list-style-type: none"> <li>Annually, Council is required to designate one of the appointed Assessment Review Board (ARB) members as the Chair of the Local Assessment Review Board (LARB) and the Composite Assessment Review Board (CARB).</li> <li>It is the Chair's responsibility to convene panels of members according to the type of hearing. The Chair may delegate their responsibilities to another qualified board member.</li> <li>On July 26, 2023, Administration sent an email to all ARB members requesting that any member interested in becoming the Chair of the ARB to submit an expression of interest to the Clerk of the Board. D. Lee Danchuk provided an expression of interest, and it is attached for Council's review and consideration.</li> <li>As the expression of interest contains D. Lee Danchuk's personal information, it is provided as a private attachment and is withheld from disclosure in accordance with section 17 (disclosure harmful to personal privacy) of the <i>Freedom of Information and Protection of Privacy Act</i>. Should Council wish to discuss the details of the expression of interest, Council should move to a closed session.</li> </ul>

	<p><u>External Communication:</u> Administration will advise the successful candidate and the other Assessment Review Board Members of Council's decision.</p> <p><u>Relevant Policy/Legislation/Practices:</u></p> <ul style="list-style-type: none"> <li>• <i>Municipal Government Act</i> (MGA), sections 454.1(2) and 454.2(2)</li> <li>• <i>Matters Relating to Assessment Complaints Regulation</i>, 2018, AR 201/2017 (MRAC)</li> <li>• Assessment Review Board Bylaw 1409/18</li> </ul>
<b>Implication of Administrative Recommendation</b>	<p><u>Strategic Alignment:</u> <b>Collaborative Governance &amp; Operational Excellence</b> – By appointing a Chair of the Assessment Review Boards, Sturgeon County is complying with legislation and promoting consistent and accountable leadership through collaborative and transparent processes.</p> <p><u>Organizational:</u> None.</p> <p><u>Financial:</u> None.</p>
<b>Alternatives</b>	Council could postpone a decision on the appointment of a member as the Chair of the Assessment Review Boards.
<b>Implications of Alternatives</b>	<p><u>Strategic Alignment:</u> None.</p> <p><u>Organizational:</u> Postponing a decision would result in a delay of scheduling hearings, which must be completed by the end of 2023. Postponing a decision would result in a delay in obtaining direction from the Chair with respect to hearing panel composition and other hearing preliminary matters.</p> <p><u>Financial:</u> None.</p>
<b>Follow up Action</b>	1. Advise Assessment Review Board members of Council's decision (Legislative Services, September 2023).
<b>Attachment(s)</b>	1. Attachment 1: CONFIDENTIAL Expression of Interest 2. Attachment 2: Bylaw 1409/18
<b>Report Reviewed by:</b>	<p>Jesse Sopko, General Manager, Corporate Services</p> <p>Reegan McCullough, County Commissioner – CAO</p>

## Strategic Alignment Checklist

**Vision:** *Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

**Guiding Principles:** Collaboration | Accountability | Flexibility | Excellence | Safety | Future Readiness | Affordability | Innovation

Community Outcome	Not consistent	Consistent	N/A
<b>Planned Growth</b>			
<ul style="list-style-type: none"> <li>Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Modern broadband and digital capabilities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Low cost, minimal red-tape regulations</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Thriving Communities</b>			
<ul style="list-style-type: none"> <li>Beautiful, surprising places with high standards; integrated natural spaces &amp; trail systems; healthy and resilient</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Engaging cultural, historical, and civic amenities; strong community identity and pride</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Environmental Stewardship</b>			
<ul style="list-style-type: none"> <li>Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Sustainable development; partnerships with industry and others to drive emission reductions</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Collaborative Governance</b>			
<ul style="list-style-type: none"> <li>Predictable and stable external relationships; volunteer partnerships</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Meaningful connections with Indigenous communities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Respectful and informed debate; clear and supportive governance processes</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Operational Excellence</b>			
<ul style="list-style-type: none"> <li>Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Quality cost-effective service delivery; robust procurement and operational practices and policies; asset management and performance measurement; careful debt and reserve stewardship; long-term financial planning and sustainability</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Future focused thinking to proactively respond to emerging opportunities and challenges</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Alternative revenue generation and service delivery models integrated strategic and business planning</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>