

ASSESSMENT REVIEW BOARD  
JOINT REGIONAL AGREEMENT

BETWEEN:           Wheatland County  
                          Hwy 1, RR 1  
                          Strathmore, AB   T1P 1J6

And

Town of Strathmore  
680 Westchester Road  
Strathmore, AB   T1P 1J1

And

Village of Rockyford  
Box 294  
Rockyford, AB   T0J 2R0

And

Village of Standard  
Box 249  
Standard, AB   T0J 3G0

And

Village of Hussar  
Box 100  
Hussar, AB   T0J 1S0

And

Village of Acme  
Box 299  
Acme, AB   T0M 0A0

(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 Member" means a person appointed by a Council and qualified to serve on a Board 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 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 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. Council members are not eligible to act as Assessment Review Board Members.
- c. In the event a Council appoints a Board Member after February 15<sup>th</sup> 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.
- 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 greater 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 (MGA).
- 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 participating in this Agreement, they may do so by servicing 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.

WHEATLAND COUNTY

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Date: \_\_\_\_\_

TOWN OF STRATHMORE

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Date: \_\_\_\_\_

VILLAGE OF ROCKYFORD

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Date: \_\_\_\_\_

VILLAGE OF STANDARD

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Date: \_\_\_\_\_

VILLAGE OF HUSSAR

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Date: \_\_\_\_\_

VILLAGE OF ACME

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Date: \_\_\_\_\_