



BYLAW # 466

BEING A BYLAW OF THE VILLAGE OF NAMPA IN THE PROVINCE OF ALBERTA TO ESTABLISH THE DESIGNATED OFFICER POSITION OF THE MUNICIPAL ASSESSOR

WHEREAS Parts 9 through 12 of the *Municipal Government Act*, R.S.A. 2000 c M-26 outline the duties and responsibilities of an Assessor;

WHEREAS provisions of the *Alberta Qualifications of Assessors Regulation (Regulation 233-05)*, require that an Assessor must have certain minimum qualifications;

WHEREAS Section 210 of the *Municipal Government Act*, R.S.A. c. M-26 provides that a municipality may create a designated officer position to carry out certain duties and responsibilities;

AND WHEREAS Section 284 of the *Municipal Government Act*, R.S.A. 2000 c. M-26 requires that an Assessor be appointed as a designated officer;

NOW THEREFORE the council of the Village of Nampa, duly assembled, hereby enacts as follows:

1. **PURPOSE AND CITATION**

- 1.1 The purpose of this bylaw is to establish the designated officer position of Municipal Assessor and to designate powers, duties, and functions to that "position"
- 1.2 This bylaw may be cited as the "Municipal Assessor Bylaw"

2. **DEFINITIONS**

- 2.1 In this bylaw, unless the context otherwise requires:
 - a) "Assessor" means a person who has the qualifications set out for assessors in the *Municipal Government Act*;
 - b) "Chief Administrative Officer" means the Chief Administrative Officer of the Village of Nampa regardless of such title as may be assigned to that office by Council from time to time;
 - c) "Council" means the Council of the Village of Nampa;
 - d) "Village" means Village of Nampa;
 - e) "*Municipal Government Act*" means the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended and repealed and replaced from time to time;

3. **REFERENCES**

- 3.1 References to any bylaws, statutes, or other enactments shall be deemed to include all amendments thereto, all regulations and orders thereunder, and any successor bylaws, statutes, or amendments

4. **OPERATIVE CLAUSES**

4.1 **Designated Officer**

The position of designated officer for the purpose of assessment and taxation is established, and the individual appointed to that position will have the title of "Municipal Assessor"

4.2 Appointment of Municipal Assessor

The Chief Administrative Officer will appoint a qualified individual to the position of Municipal Assessor and establish the terms and conditions of such appointment

4.3 Indemnity

Village of Nampa will indemnify the Municipal Assessor, provided that they act in a course and scope of their employment, and acts in good faith to comply with any applicable bylaw, statute or enactment.

4.4 Subdelegation

The Municipal Assessor is authorized to further delegate and to authorize further delegation of any powers, duties, and functions delegated to them under this or any other bylaw or resolution, to any employee of the Village of Nampa

4.5 Power of the Municipal Assessor

The Municipal Assessor will exercise the powers, duties, and functions as delegated to them by this bylaw and in accordance with Parts 9, 10, 11 and 12 of the *Municipal Government Act* and any regulations.

4.6 Accountability

The Municipal Assessor is accountable to the chief Administrative Officer for the exercise of all powers, duties, and functions delegated to the Municipal Assessor.

4.7 Authority

The Municipal Assessor may:

- a) Appoint an Acting Municipal Assessor to act during their absence;
- b) Establish and implement all policies, procedures, standards, and guidelines for all matters within their powers;
- c) Advise, inform, and make recommendations to Council about Council policies, procedures and programs as may necessary or desirable to carry out their

powers, duties, and functions

and;

- d) Prepare and submit to Council such reports and recommendations as may be required by Council.

4.8 The Municipal Assessor will:

- a) Prepare assessments and assessment rolls, and when required to do so by an auditor, in accordance with the procedures set out in the Alberta Assessment Quality Minister's guidelines, provide the auditor with any assessment – related information in the Assessor's custody or control.
- b) Provide any certificates or make any statutory declarations that are allowed or required under the Municipal Government Act or any other enactment or bylaw, resolution, or agreement, including certifying:
 - i) The assessment roll or any part of the roll;
 - ii) An assessment notice;
- c) Carry out the duties and responsibilities of an Assessor under the *Municipal Government Act*.

4.9 **Conflicts**

The provisions of this bylaw shall prevail in any case where there is a conflict between this bylaw and any resolution or bylaw of Council.

5 **Effective Date**

Bylaw 466 will come into force and effect when it receives third reading and is duly signed.

First reading given 21 day of September, 2021

Second reading given 21 day of September, 2021

Third reading given 26 day of October, 2021

Signed this 26 day of October, 2021



Mayor

Dianne Roshuk

Chief Administrative Officer