

Subject: Appointment of Regional Assessor

APPROVALS:

Elsie Hutton, Executive Director
Marcel Ulliac, Chief Administrative Officer

Administrative Recommendation:

THAT Mr. Philip Schofield be appointed as Regional Assessor for the Regional Municipality of Wood Buffalo.

Summary:

The *Municipal Government Act* requires all municipalities to appoint an Assessor, and the *Regional Assessor Bylaw* No. 00/066 stipulates that in the Regional Municipality of Wood Buffalo such appointment may occur by way of a Council resolution.

Background:

Historically, the person holding the position of Director, Assessment and Taxation, has been appointed as the Regional Assessor. Mr. Philip Schofield commenced in the Director's position on an acting basis on January 5, 2015 and has now been appointed as the permanent, full time Director. He has the necessary qualifications for appointment as Regional Assessor under section 284(1)(d)(ii) of the *Municipal Government Act*, as set out in the *Qualifications of Assessor Regulation*. The person holding this position is a Designated Officer, and the Municipality has a duty to appoint a qualified person to this position.

Since the assessment notices for 2016 have been finalized and are about to be mailed out, it is appropriate that Mr. Schofield now assume the statutory role of Regional Assessor that forms part of the duties and responsibilities of the Director, Assessment and Taxation.