DESIGNATED OFFICERS

Section 284 of the Municipal Government Act (MGA) specifies a requirement to establish the assessor as a designated officer position. A person appointed to the position of Chief Administrative Officer (CAO) is also a designated officer. However, a CAO generally would not be able to retain the assessment function because the “assessor” must meet the qualifications set out in AR 233/2005 Qualifications of Assessor Regulation.

For municipalities that have established an Agricultural Service Board, section 8 of the Agricultural Service Board Act requires that the agricultural fieldman shall act as a designated officer of the municipality. Municipalities must ensure that a bylaw is in place to establish the position of agricultural fieldman as the designated officer to carry out the powers, duties, and functions of a designated officer under the Agricultural Service Board Act.

The bylaw enforcement officer appointment is established by municipal bylaw and is not a designated officer unless the designation is specified in the bylaw. The CAO may delegate the authority to the bylaw enforcement officer to take action as a designated officer under section 542 of the MGA if the municipality does not have a bylaw enforcement officer as a designated officer.
(Consolidated up to 63/2012)

ALBERTA REGULATION 233/2005

Municipal Government Act

QUALIFICATIONS OF ASSESSOR REGULATION

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Definitions
1 In this Regulation,
   (a) “Act” means the Municipal Government Act;

Qualifications of assessor
2 No person is eligible to be an assessor within the meaning of section 284(1)(d) of the Act unless the person
   (a) is registered as an accredited municipal assessor of Alberta (AMAA) under the Municipal Assessor Regulation (AR 84/94),
   (b) holds the designation Certified Assessment Evaluator (CAE) issued by the International Association of Assessing Officers,
   (c) holds the designation Accredited Appraiser Canadian Institute (AACI) issued by the Appraisal Institute of Canada, or
   (d) has qualifications or experience or a combination of qualifications and experience that, in the opinion of the
Minister, is equivalent to one or more of the qualifications referred to in clauses (a) to (c).

Report by assessor

3 A person appointed as a designated officer to carry out the duties and responsibilities of an assessor under the Act on behalf of a municipality must declare to the Minister, annually in accordance with the Alberta Assessment Quality Minister’s Guidelines, the person’s name and qualifications to carry out those duties and responsibilities.


Repeal

4 The Qualifications of Assessor Regulation (AR 54/99) is repealed.

Expiry

5 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on May 31, 2017.

AR 233/2005 s5,63/2012

Coming into force

6 This Regulation comes into force on January 31, 2006.