



ASSESSMENT REVIEW BOARD (ARB) MEMBERS

Are you interested in learning about how properties are assessed and the administrative process that is followed when a person appeals the assessed property value on their tax notice?

The County of Minburn and Village of Innisfree are seeking County and Village residents interested in becoming Assessment Review Board (ARB) members. The ARB is an independent, quasi-judicial body established by the authority of the *Municipal Government Act (MGA)* that hears property assessment complaints.

To become a certified ARB member, approved candidates are required to virtually attend 5 three-hour online sessions offered by the Province of Alberta. The course covers administrative law as well as principles of assessment. Successful completion of an online exam within seven days of the course date is needed to obtain certification. Members will be compensated for their time spent training and attending ARB hearings, as per the County's remuneration policy.

If you are interested, please drop off a letter at the County Administration Building in Vegreville or send an e-mail to Trudy Shukalak, Legislative Services Coordinator at tshukalak@minburncounty.ab.ca no later than **February 18th, 2022**.

The letter of interest should contain the following information:

- The municipality in which you reside (not where you own property)
- A brief description of your background
- Why you are interested in becoming an ARB member
- Contact information including full name, mailing address and phone number

All persons submitting their interest will be contacted regarding their acceptance as a potential ARB member.