

BYLAW 16-25

A BYLAW OF THE TOWN OF OKOTOKS IN THE PROVINCE OF ALBERTA TO ESTABLISH THE POSITION OF MUNICIPAL ASSESSOR

WHEREAS pursuant to section 210 of the *Municipal Government Act (MGA)*, RSA 2000, c. M-26, and amendments thereto, the Council of the Town of Okotoks (Council) may pass a bylaw establishing a position to carry out the powers, duties, and functions of a Designated Officer; and

WHEREAS pursuant to section 284.2(1) of the *MGA*, the Town of Okotoks (Town) is required to appoint a person to the position of Designated Officer to carry out the functions, duties, and powers of a Municipal Assessor under the *MGA*.

NOW THEREFORE Council enacts as follows:

1. SHORT TITLE

1.1 This Bylaw may be known as the "Municipal Assessor Bylaw".

2. DEFINITIONS

Any terms not defined in this Bylaw shall have the meaning as defined in the *MGA*. In this Bylaw, unless the context otherwise requires, the following means:

- 2.1 **Municipal Assessor** - a person appointed to the position of Municipal Assessor for the Town responsible for determining the value of real property within the Town for taxation and assessment purposes.
- 2.2 **Chief Administrative Officer (CAO)** - the person appointed to the position of Chief Administrative Officer for the Town within the meaning of the *MGA* and the Town's CAO Bylaw.
- 2.3 **Chief Financial Officer (CFO)** - the person appointed to the position of Chief Financial Officer for the Town.
- 2.4 **Council** - the Mayor and Councillors of the Town duly elected pursuant to the *Local Authorities Election Act*.
- 2.5 **Designated Officer** - a person appointed to a position established under section 210 of the *MGA*.
- 2.6 **Town** - the Corporation of the Town of Okotoks in the Province of Alberta and, where the context so requires, the area of land within the corporate boundaries thereof.

3. GENERAL

- 3.1 The position of Municipal Assessor is hereby established as a Designated Officer pursuant to sections 210 and 284.2(1) of the *MGA*, with all associated powers, duties, and functions of a Municipal Assessor pursuant to the *MGA*, any other enactment, or bylaw.
- 3.2 The CAO shall be responsible for appointing the Municipal Assessor as needed.
- 3.3 The Municipal Assessor shall be accountable to the CAO for carrying out duties in alignment with Town policies and guidelines.
- 3.4 The Municipal Assessor may delegate any powers, duties, and functions assigned under the *MGA*, any other enactment, or bylaw, in accordance with applicable laws and best practices.
- 3.5 This Bylaw does not limit or restrict any other delegations to the Municipal Assessor by Council, the CAO, the CFO, the *MGA*, any other enactment, bylaw, or any other employee of the Town.

This Bylaw shall come into full force and effect upon third and final reading.

READ A FIRST TIME this day of 2025.

READ A SECOND TIME this day of 2025.

READ A THIRD TIME AND PASSED this day of 2025.

Mayor

Chief Administrative Office