

Call for Volunteer Member of the Appeal Management Advisory Committee (AMAC)

- Appellant Representatives

The Assessment Review Board has established a committee of board members and stakeholder representatives from three sectors: the Municipal Property Assessment Corporation (MPAC), Municipalities, and Appellant Representative Firms. The Appeal Management Advisory Committee (AMAC), will act in an advisory capacity to the Board as it proceeds through the present assessment cycle. The “Appeals Management” Practice Direction outlines the mandate and membership of AMAC.

The terms of reference for AMAC are:

- To assist the Board in developing and maintaining appropriate administrative policies, practices, and procedures in scheduling Commencement Days for appeals;
- To provide statistics or other information to assist the Board in monitoring the timely completion of appeals; and
- Other functions as the Associate Chair may direct.

AMAC will not participate in advising the Board respecting case management of specific appeals. This function remains solely within the purview of the Board.

AMAC’s membership profile is designed to allow for representation of interests from the three main stakeholder sectors. Therefore, in addition to representatives from the Board, members will include:

- Three members from MPAC to be nominated by MPAC;
- Three members from the Municipalities who will be nominated by the executive members of the Ontario Municipal Tax Revenue Association; and
- Three members from Appellant Representative firms: one member each from: large representative (tax agent/para-legal) firms, smaller representative (tax agent/para-legal) firms, and law firms.

At the present time, the Board is seeking volunteers to fill the following two positions on AMAC:

- A member from a smaller representative firm (a firm that has currently has approximately 100 to 300 appeals filed with the Board)

- A member from a law firm

It is estimated that the time commitment for AMAC members should not exceed five hours per month. However, members are expected to communicate with other firms from their stakeholder sector, to represent their views at AMAC meetings.

If you would like to submit your name for consideration by the Board, please advise the Registrar by emailing arb.registrar@ontario.ca no later than close of business on Tuesday, February 20, 2018. Please use the following applicable subject line in your email:

- AMAC – [*your name*] - small representative firm
- AMAC – [*your name*] - law firm