City of Winnipeg

Board of Revision

Duties and Authority of Chair – 2023

The Board of Revision is an impartial quasi-judicial body that has the responsibility to hear applications for revision of the annual realty, personal property, and business assessment rolls of the City of Winnipeg. It operates in accordance with *The Municipal Assessment Act*.

The Municipal Assessment Act requires the City and all other municipalities to create a Board of Revision each year. The Board is appointed annually by City Council and consists of citizens selected for their knowledge, experience and impartiality. The Board is independent of the assessment authority, and the appointed panel members are not City Employees.

City Council adopted the Board of Revision Practices and Procedures Manual which requires the Appeals Manager to submit an annual report to Council on the status of key responsibilities performed by the Chair of the Board over the past year.

Mr. Mark Boreskie was re-appointed Chair of the Board of Revision on May 30, 2023.

As per Section 2.8 of The City of Winnipeg, Board of Revision Practices and Procedures Manual, the following are the Duties and Authority of the Chair.

2.8 Duties and Authority of Chair

The Chair shall:

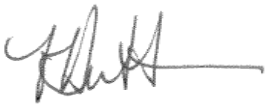
A. Be responsible for creation of annual / ongoing training of Board of Revision members and ensuring that training is undertaken
B. Ensure the Members of the Board of Revision are familiar with procedural responsibilities under Legislation and Practices and Procedures Manual
C. Monitor on-going hearings and provide advice/instruction as necessary
D. Evaluate Board performance in accordance with section 2.16
E. Provide an annual report to City Council
F. Disclose to the Appeals Manager any Member infractions according to the Practices and Procedures Manual
G. Identify and remedy Member conflict of interest
H. Ensure decisions are made in a responsible, respectful manner
I. Develop strategies, policies, plans and materials that support the Board's activities

In the past year, Mr. Boreskie facilitated training sessions for all Members of the Board prior to the commencement of the Realty and Business Assessment cycles. He ensures communication with the Membership throughout the Assessment Cycles is available. Mr. Boreskie monitors the on-going hearings with the assistance of YouTube and will provide guidance commentary following the hearings to the assigned members, if required.

At the conclusion of the Assessment cycle, the overall Board performance is shared with the Membership for their information. Additionally, Mr. Boreskie submitted the 2022 Annual Report to Council on May 30, 2023 as part of his duties. The Chair and the Appeals Manager correspond throughout the year to discuss and monitor any issues that may arise. As part of the continuing dialogue is the topic of strategies, policies, plans and materials that support the Board's activities and growth.

I am pleased to report that Mark Boreskie, the Chair of the Board of Revision, has carried out his duties as required and I would like to thank him for his leadership during his term.

Respectfully submitted,



Visa Hutter
Appeals Manager