



Guideline: Hearing Time Management

(Disponible en français)

Guidelines support the Assessment Review Board (ARB) Rules of Practice and Procedure and provide guidance about what the ARB expects of the parties and, in turn, what the parties can expect from the ARB. The guidelines assist in understanding the Rules.

Purpose of this Guideline:

This guideline applies to all appeals to be heard by General proceeding.

The purpose of this guideline is to provide direction to all parties regarding the amount of hearing time allowed for opening remarks, the testimony of witnesses including experts, and closing arguments. Compliance with this guideline will ensure effective and efficient use of the Board's hearing time.

Time Chart:

The following chart provides the time that will be allowed for each party to present evidence, call witnesses, and make closing arguments. Pursuant to the Board's Rules of Practice and Procedure, all evidence that is to be relied upon at the hearing is submitted in written format, before the scheduled commencement date for the hearing. The Hearing Member will review these documents in advance of the hearing. For this reason, hearing time will not be required for each witness to orally recite the evidence in the written document. Instead, the written document will be entered into evidence as an Exhibit.

Hearing Item	Time Allotted	Additional Information
Open the hearing	15 minutes	Chair opens hearing and confirms attendance
Attendance	15 minutes	Chair opens hearing and confirms attendance
MPAC presents/opening remarks	Maximum 15 minutes	N/A
Appellant presents/opening remarks	Maximum 15 minutes	N/A
Municipality presents	Maximum 15 minutes	*If in attendance
Witness – challenge to a request to qualify to give opinion evidence	Maximum 30 minutes in total including examination in chief, cross examination, and submissions	*If needed

