



TOWN OF ECKVILLE

Property Assessment Complaint Information

YOUR ASSESSMENT AND TAXES

- Your property assessment is an estimate of fair market value based on characteristics and physical condition, using mass appraisal principles, as required by the Municipal Government Act.
- Tax rates are set annually by Town Council after the municipal operating budget is approved and the Provincial Education requisition is received. Town Council has no authority over the requisition amount.
- Your municipal taxes, calculated from the property assessment, are your share of the funds required to provide the various services and facilities offered by the Town. Taxes are collected to pay for these services and facilities for the period of January 1 to December 31 of the current year.

TAKE NOTICE that you are assessed as shown for the taxation year. The Assessment Roll is open for review at the Town Office during regular business hours. In accordance with Section 307 of the Municipal Government Act, any person may inspect the Assessment Roll during business hours. If you wish to object to your assessment or any assessment, you must lodge your complaint in writing within thirty (30) days of the mailing date to the Clerk of the Assessment Review Board. An appeal fee of \$20 (residential) and \$50 (nonresidential) per roll number appealed must be paid at the time of filing.

Complaints may be filed against assessments only, NOT TAXES. To assist in your understanding of this notice, please be advised that the assessment provided is based on 100% of average market value for your property for the previous year. If you have questions or concerns about your assessment, you are first advised to contact the Town Office to ask questions or inspect the assessment roll. If staff at the Town Office cannot assist you, they will arrange to have the assessor contact you directly.

If these efforts do not satisfy your concerns, you may lodge a formal complaint to the Clerk of the Assessment Review Board prior to the final date of complaint. Section 460 of the Municipal Government Act requires that you state in writing the grounds of your complaint. Assessment Complaint Forms are available at the Town Office during regular office hours. Complaints may be submitted by mail in person during office hours, by fax, or after hours via the mail slot at the Town Office.

NOTE: An appeal against your assessed property value does not exempt you from paying taxes by the due date and you are still subject to late payment penalties. If an appeal is successful, an adjustment will be applied to the tax roll and a refund will be issued.

TERMS OF PAYMENT

Monthly Tax Installment Plan

This plan was set up to allow for payment of taxes in 12 monthly installments. For more information, please contact the Town Office.

Lump Sum Payment Option

- Payment is accepted any time subject to penalties if payment is received after due date.
- If cheque not honored, tax penalties will apply and a service/NSF charge will be applied to the tax account.
- Payments tendered with any conditions will not be accepted.
- The effective date of payment for payments mailed to the Town Office will be the date of the Postmark of Canada Post. If the postmark of Canada Post is absent or illegible, the effective date of payment will be the actual date of receipt at the Town Office. The imprint of a postage meter is not acceptable as proof of the date of mailing.

Cheque, cash, debit card, and online banking (at most financial institutions) are acceptable methods of payment.

Credit cards not accepted.

CHEQUES PAYABLE TO: Town of Eckville **MAILING ADDRESS:** P.O. Box 578, Eckville, AB T0M 0X0

Taxes may be paid by mail, in person during office hours, or after hours via drop box at the Town Office.
Office Hours: 9:00 a.m. to 4:30 p.m., Monday to Friday (closed for lunch from 12:00 noon – 1:00 p.m.)

YOUR MAILING ADDRESS

Under Section 304(3) of the Municipal Government Act, the assessed person is responsible for notifying the municipality, in writing, of the mailing address to which tax notices are to be mailed. If your mailing address is incorrect, or if you will be changing your mailing address in the near future, please advise the Town of Eckville of your correct or new mailing address.

If your address has changed, or differs from the address shown on this notice, please print new address:

New Address
