

PROPERTY ASSESSMENT NOTICE INFORMATION

Payment/Penalty Information

Please Notify the Village of Bittern Lake office immediately if any information on this notice is NOT correct.

Payment Inquiries: Phone: 780.672.7373 Fax 780.679.2353 E-mail: cao@villageofbitternlake.ca Website: www.villageofbitternlake.ca

Taxes are due upon receipt of this notice. To avoid all penalties, payments must be received by the Village Office before the second last business day of the fourth (4th) month from the date of mailing of the tax notice. **(September 29, 2020)** as per Bylaw 02/10. Taxes levied are deemed to have been imposed for the period from January 1, to December 31 of that year.

Methods of Payment

- Telephone, Internet banking or e-transfer through TD Bank, ATB, BMO, Credit Union and Scotiabank institutions. Your roll number is your account number.
- In person at the Village Office by cash or cheque.
- Mail - Please make cheque payable to Village of Bittern Lake and enclose bottom portion of tax notice with payment
- Credit card and Interact payments are available via the website and are non-refundable (there is a charge)

Due Date for tax payment is September 29th of the current year

- A tax payment that is sent by mail is deemed to have been received according to the Canada Post date stamped on the envelope
- A tax payment made through a financial institution is deemed to have been received on the date shown by the institution. (Please allow 2 – 3 business days for payment processing)
- If you are registered in the “Tax Instalment Plan” penalties are not applicable by the terms of the agreement.
- An 18% penalty will be applied on all current taxes remaining unpaid after the second last business day of the fourth (4th) month from the date of mailing this notice. **(September 30, 2020)**, as per Bylaw 02/10.
- All taxes unpaid after December 31 of the current year are deemed to be in arrears.
- **NOTE:** Penalties are imposed under the authority of the Village of Bittern Lake Tax Penalties Bylaw, passed pursuant to the Municipal Government Act.
- Receipts issued in acknowledgement of a cheque or other negotiable instrument shall be valid only when the amount has been collected by the Village of Bittern Lake.
- Any property on which the taxes are in arrears is liable to the tax recovery proceedings specified in the Municipal Government Act.
- Where taxes are paid by a mortgage company, the owner is responsible to ensure that the taxes are paid on time.
- An assessment complaint does not exempt you from paying taxes on time or from late payment penalties. If a complaint is successful, the adjustment will be applied to the tax roll. Refund requests must be made in writing.
- 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 the assessment/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 Village of Bittern Lake in writing, of your correct mailing address.

School Taxes: Information pertaining to school taxes may be obtained by calling the Government Education Property Tax Line at 310-0000, and then dial 780.422.7125

Assessment/Complaint Information

Assessment Inquiries: Phone: 780.672.7373 Fax 780.679.2353 E-mail: Cao@villageofbitternlake.ca or Assessor: 1.888.419.2128 Grant Clark

What if you do not understand or disagree with your assessment?

Pursuant to sections 299 and 300 of the Municipal Government Act, all assessed persons are entitled to see or receive sufficient detail information about your property assessment and/or summary information about comparable properties. To review your assessment details or compare to other properties, please contact the Village of Bittern Lake or our Assessor. The Municipality will provide requested information within 15 days of receipt.

Complaint Inquiries: Phone: 780.672.7373 or Assessor: 1.888.419.2128 Grant Clark

Fax: 780.679.2353

Fax: 1.780.419.2651

E-mail: cao@villageofbitternlake.ca

Website: www.kcl-consulting.com/inquiry-form/

Village office hours are from 9:00 am – 4:00 pm, Monday to Friday. Prearranged appointments will be honored before walk in traffic.

As per section 308(1) of the MGA; the date by which a complaint must be made, which date must be 60 days after the assessment notice or amended assessment notice. **Assessment Appeal deadline is: August 10, 2020.**

What are the steps to file an assessment complaint, to the Assessment Review Board?

1. Each complaint must be set out on a form(s) specified by the Province. Assessment complaint and Agent Authorization forms are available at www.villageofbitternlake.ca.
2. The form(s) must be filled out completely, including the reasons for a complaint (Be prepared to present evidence at the hearing)
3. The appropriate fee(s) must accompany the complaint form
4. The form(s) must be returned by the deadline specified (August 10, 2020) on the tax notice to:

Clerk of the Assessment Review Board
Village of Bittern Lake
Box 5
Bittern Lake, Alberta, T0C 0L0

or in Person at: Village of Bittern Lake
300 Railway Avenue
Bittern Lake, Alberta

Complaints with an incomplete complaint form, submitted after the filing deadline or without the required fee, are invalid.

COMPLAINT FEES payable to the Village of Bittern Lake (per roll number)

CATEGORY OF COMPLAINT	COMPLAINT FEE
Residential 3 or fewer dwellings and farmland	\$50.00
Residential 4 or more dwellings	\$650.00
Non-Residential	\$650.00
Business Tax	\$50.00
Tax Notices (Other than business tax)	\$30.00
Linear Property-power generation	\$650.00 per facility
Linear Property – Other	\$650.00 per LPAUID
Equalized Assessment	\$650.00

If the Assessment Review Board makes a decision in your favour, the complaint fee will be refunded.

If you and the assessor have reached an agreement and your assessment has been corrected and your complaint is withdrawn prior to the hearing, the filing fee must be returned to you.