

PROPERTY ASSESSMENT NOTICE INFORMATION

PAYMENT INQUIRIES: Ph. 403-883-2345 Fx. 403-883-2022 assistantcao@village.donalda.ab.ca website: village.donalda.ab.ca

Methods of Payment:

- Online Payments via ATB, RBC, TD, CIBC, SCOTIA, TANGERINE
- In-person at the Village Office by cash, cheque, or Interac
- Cheque via Canada Post or in the Red Mail DropBox (on the exterior of the Village Complex)
- eTransfer to assistantcao@village.donalda.ab.ca; use security answer: taxes
- Credit Card payments are accepted on the Village of Donalda website.

**Please make cheques payable to Village of Donalda. Please include your Tax Roll # on the memo line of your cheque or included with your online payment or eTransfer.*

THE DUE DATE FOR TAX PAYMENT IS JULY 2, 2023.

- A tax payment 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 days for payment processing.)
- A 10% penalty will be applied on all current taxes remaining unpaid after July 2, 2023.
- All taxes unpaid after December 31 of the current year are deemed to be in arrears and subject to a penalty of 18% effective January 1 of the following year.

NOTE:

- Penalties are imposed under the authority of the Village of Donalda Tax Penalties Bylaw, passed under the Municipal Government Act.
- Receipts issued in acknowledgment of a cheque or other negotiable instrument shall be valid only when the Village of Donalda has collected the amount.
- Any property on which the taxes are in arrears is liable to the tax recovery proceedings specified in the Municipal Government Act.
- Where a mortgage company pays taxes, the owner is responsible for ensuring 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 assess 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 soon, please advise the Village of Donalda in writing of your correct mailing address.
- Please contact the Village of Donalda at 403-883-2345 to request a receipt for payment of taxes.

School Taxes: Information pertaining to school taxes may be obtained by calling the Government Education Property Tax Line at 310-0000, then dial 780-422-7125.

Assessment/Complaint Information:

Assessment/Complaint Inquiries: Village of Donalda, see above for contact information

Assessor: 403-309-4190; t.willoughby@mpc2009.com

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 detailed information about your property assessment and/or summary information about comparable properties. To review your assessment details or compare them to other properties, please contact our assessor.

If, after having discussed your assessment details with the assessor, you are still of the opinion that your assessment is incorrect, you may file a written complaint to the Central Alberta Regional Assessment Review Board. Your complaint must set out in detail the reasons you feel the assessment is incorrect. The Clerk of the Assessment Review Board will schedule a hearing at which you will have the opportunity to present evidence.

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

1. Each complaint must be set out on a form specified by the Province. Assessment Complaint and Agent Authorization forms are available at village.donalda.ab.ca/taxation or by contacting the Village Office.
2. The form must be filled out completely, including the reasons for the complaint. Be prepared to present evidence at the hearing.
3. The appropriate fees must accompany the complaint form and be made payable to the Village of Donalda (per roll number).
4. The form must be returned by the deadline specified on the front of this notice to:

The Village of Donalda – Clerk of the Assessment Review Board
Box 160
Donalda, AB T0B 1H0

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

CATEGORY OF COMPLAINT	COMPLAINT FEE
Residential	\$50.00
Non-Residential	\$100.00

If the Assessment Review Board decides in your favour, the complaint fee will be refunded. If you and the assessor have reached an agreement for your assessment to be corrected and your complaint is withdrawn prior to the hearing, the filing fee will be returned to you.