

Assessment Bulletin

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EAP Technical Committee Recommendation

Bulletin No. 03-06

ASSESSMENT REPORTING TIMELINES FOR 2004

Executive Summary: A great deal of progress has been made in the transition to the ASSET (Assessment Shared Services Environment) system. However, concerns have been expressed about difficulties in meeting a January 31, 2004, timeline for the 2004 ASSET submissions by municipalities.

In response to this feedback, the province has amended the Municipal Government Act (MGA) to provide stakeholders with more time to make the transition to ASSET and to prepare for the new equalized assessment process. Those amendments were included in the Municipal Government Amendment Act, 2003 (Bill 46), which was passed by the legislature on December 4, 2003.

The amendments mean that changes that were to have occurred in 2004 – in particular, the use of current-year assessments to calculate the equalized assessments of municipalities and the requirement to submit assessment data through ASSET on a condensed timeline– will instead become effective at a time that government determines to be more appropriate.

With a view to the recent amendments, the EAP Technical Committee was asked to review the ASSET timelines, taking into account the progress made by stakeholders to date and the work yet to be completed.

The technical committee has recommended, as follows, that the deadline for the 2004 ASSET annual return submission be April 1, 2004, the statutory date by which municipalities are required to submit their property assessment data under the MGA Amendment Act, 2003.

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EQUALIZED ASSESSMENT PANEL TECHNICAL COMMITTEE

EAP Technical Committee Recommendation

Item: 27

Bulletin No. 03-06

Title: Assessment reporting timelines for 2004

EAP Recommendation: 4Ai, 4Aii

Question: What effect will the recent amendments to the MGA have on the timelines that municipalities and assessors are to meet in reporting property assessments to Alberta Municipal Affairs for 2004?

Background: In previous years, municipalities have been required under the MGA to report their property assessment information to the department by April 1 of each year.

This annual reporting date was moved ahead to January 31 – effective in the year 2004. This earlier timeline was put into place so that current taxable assessments would be used to calculate the equalized assessments of municipalities, as recommended by the municipal-provincial Equalized Assessment Panel.

Under the recent amendment to the MGA, which was approved through the passage of Bill 46 on December 4, 2003, the annual reporting date will continue to be April 1, as in previous years, until such time as the provincial government is satisfied that municipalities and assessors are adequately prepared to report their annual assessments through the ASSET process by an earlier January timeline.

The amendment also means that the 2004 equalized assessments will not be based on 2004 taxable assessment data, but rather on the 2003 taxable assessment data that municipalities were asked to report in the traditional manner (by October 31, 2003).

Recommendation: The EAP Technical Committee recommends that the deadline for the 2004 ASSET annual return submissions by municipalities be April 1, 2004, the statutory date by which municipalities are required under legislation to report their property assessments.

The key dates for municipalities would therefore be as follows:

December, 2003

February 28, 2004 – the statutory deadline by which municipalities are to complete their annual assessment rolls. This date remains unchanged from previous years.

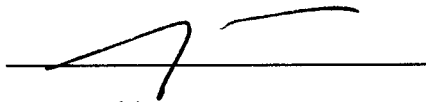
April 1, 2004* – the deadline by which municipalities are to complete their 2004 ASSET submission. This is the current statutory deadline by which municipalities are required under legislation to report their property assessment and tax data.

*** Important notes:**

To meet the April 1 deadline, municipalities should begin to load their assessment data into the ASSET system by the first week of March. This will allow a period of time for any loading difficulties to be resolved by April 1.

For municipalities that have not signed the *milenet* agreement and do not have online access to the ASSET system, their assessors can make arrangements to provide the assessment data (on compact discs or by e-mail) to Alberta Municipal Affairs for loading into the ASSET system. This alternate loading process is described in Assessment Bulletin No. 03-05.

Recommended

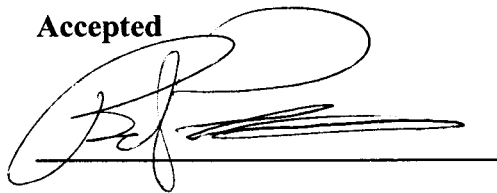


Steve White
EAP Technical Committee Chair

Dec. 5/03

Date

Accepted



Brad Pickering
ASSET Steering Committee Chair

Dec 5/03

Date