



## BYLAW: 4933

**DATE OF CONSOLIDATION:** Most Recent Amendment – March 2, 2015

### Amendment History:

BYLAW 5919	Deletes Schedule 1, replaces it with new Schedule 1.
BYLAW 4189	Deletes Schedule 1, replaces with new Schedule 1.
BYLAW 5193	Deletes Schedule 1, replaces with new Schedule 1.
BYLAW 5553	Deletes Schedule 1, replaces with new Schedule 1.
BYLAW 5755	Amends Schedule 1 by adding: 1. Registration of tax arrears notifications 0
BYLAW 5905	Deletes Schedule 1, replaces with new Schedule 1.
BYLAW 5919	Deletes Schedule 1, replaces with new Schedule 1.
BYLAW 6157	Deletes Schedule 1, replaces with new Schedule 1.

**DISCLAIMER:**

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Bylaw Last Revised: January 21, 2019  
Effective Date: January 21, 2019  
Bylaw 6157

CONSOLIDATION OF THE CITY OF LETHBRIDGE TO  
PROVIDE FOR FEES FOR THE PROVISION OF  
ASSESSMENT, TAX INFORMATION AND CERTIFICATES

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WHEREAS the Assessment and Taxation Department has in its possession information and services of value to the public;

AND WHEREAS the Municipal Government Act permits the establishment of a schedule of fees for the provision of such information and service to the public;

AND WHEREAS it is anticipated that the department will in the future be able to share the said information and services on a convenient electronic basis;

NOW THEREFORE, THE COUNCIL OF THE CITY OF LETHBRIDGE, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. This Bylaw shall be referred to as the Property Assessment and Taxation Fee Bylaw.
2. The Assessment and Taxation Department upon receipt of a request for information or service and the appropriate fee all as outlined in the attached Schedule 1 shall provide to the applicant the information or service as described in Schedule 1.
3. No person is liable for payment of any fee for an inspection of the current assessment roll in a year.
4. Bylaw No. 4871 is hereby repealed.

5. This Bylaw shall come into force and effect on the 1<sup>st</sup> day of January, A.D. 1999.

READ A FIRST TIME THIS 30<sup>TH</sup> DAY OF NOVEMBER, 1998.

READ A SECOND TIME THIS 30<sup>TH</sup> DAY OF NOVEMBER, 1998.

READ A THIRD TIME THIS 30<sup>TH</sup> DAY OF NOVEMBER, 1998.

(Sgd.) D.B. Carpenter  
MAYOR

(Sgd.) D. Nemeth  
CITY CLERK

Schedule Amended: January 21, 2019  
Amending Bylaw: Bylaw 6157

SCHEDULE 1  
PROPERTY ASSESSMENT AND TAXATION FEES

Services	Fee
1. Tax Certificate:	
(a) verbal or written request, each	\$39.00
(b) provided by electronic self-service	\$39.00
2. For services provided to lending institutions enabling them to pay taxes on behalf of their clients, per account:	
(a) in written/hard copy form	\$25.00
(b) in the required electronic format	\$25.00
3. Bank returned items, service charge excluding immediate repayment (prior to Assessment and Taxation Department processing bank notification), death, or documented bank fraud:	\$45.00
4. Correction of accounts when a payment for multiple accounts has been returned by the institution on which it has been drawn, per account:	\$ 5.00
5. A copy of the following information, requested pursuant to section 299 of the Municipal Government Act by the owner of the property or his authorized agent, will result in the following fees:	
(a) Residential property:	
i) "City of Lethbridge Assessment Summary Report"	\$ 0.00
ii) "City of Lethbridge Residential Rate Payer Report"	\$ 0.00
iii) "City of Lethbridge Lands Report"	\$ 0.00

(b)	Commercial property:	
i)	“City of Lethbridge Summary Report”	\$ 0.00
ii)	“City of Lethbridge Calculation Report”	\$ 0.00
c)	All property:	
i)	A copy of any other information requested pursuant to section 299 of the MGA, other than as set out in (a) or (b) above, will result in a per hour charge (minimum of 1 hour charge), per City staff member utilized, to prepare and copy the assessment information, of :	\$ 60.00
6.	A copy of the following summary of assessment information, requested pursuant to section 300 of the Municipal Government Act, will result in the following fees:	
a)	The first Five (5) comparable properties, per year:	\$ 0.00
b)	Each additional comparable property, per year:	
i)	Single family property:	
	- in paper form	\$ 30.00
	- by electronic self-service	NA
ii)	All other properties:	
	- in paper form	\$ 50.00
	- by electronic self-service	NA
c)	A copy of all information requested pursuant to section 300 of the MGA, other than as set out in a) above, will result in a <u>per hour charge (minimum of 1 hour charge)</u> , per City staff member utilized, to prepare and copy the assessment information, of:	\$ 60.00
7.	The Official Property Assessment Roll copying charge, per page:	\$ 2.00

8.	Miscellaneous report generation charges:	
	(a) Unique requests that require computer programming, system queries or additional administrative labour will result in a per hour fee, per City staff member utilized, of:	\$ 60.00
	(b) Details regarding tax account transactions, provided to registered property owners or their authorized agents, for the three most recent years (including the current tax year):	\$ 0.00
9.	Registration of tax arrears notifications:	
	(a) Registration of Tax Notification on parcels of land (plus Land Titles charges)	\$75.00
	(b) Personal Property Registration on Designated Manufactured Homes (plus Personal Property Registry charges)	\$75.00
10.	Other municipal charges and amounts added to the tax roll:	\$25.00
11.	Transfer of credit balances between municipal accounts per owner	
	(a) the first transfer	\$ 0.00
	(b) additional transfers	\$25.00

NOTE: NA as indicated shall mean that the service is “not available” at this time.