

**REVISION OF THE 2018 GENERAL ASSESSMENT ROLL**

**PUBLIC NOTICE** is hereby given that the 2018 General Assessment Roll has been deposited in my office at the Civic Administration Building (City Hall), 410-9th Street, and in the office of the Provincial Municipal Assessment Branch, Room 346 of the Provincial Building at 340-9th Street, Brandon, Manitoba and will remain open for public inspection during regular business hours at both locations.

**APPLICATION FOR REVISION**

In accordance with **Section 42(1)** of *The Municipal Assessment Act*, any person in whose name property has been assessed, a mortgagee in possession of property under Section 114 of *The Real Property Act*, an occupier of premises who is required under the terms of a lease to pay taxes on the property, or the municipal assessor, may make application for the revision of an assessment roll with respect to:

- (a) liability to taxation;
- (b) amount of an assessed value;
- (c) classification of property; or
- (d) a refusal by an assessor to amend the assessment roll under the provisions of subsection 13(2) of *The Municipal Assessment Act*.

**FILING FEE**

Applications for the revision of the 2018 Real and Personal Property Assessment Rolls will be subject to a **filing fee**. The fee shall be \$10 for each \$100,000 of the assessed value of the property that is the subject of the appeal, as determined by the Provincial Assessment Branch, subject to a minimum fee of \$50 and a maximum fee of \$500.00. **The filing fee is due and payable upon receipt of the application for appeal and will only be refunded if the appeal is successful.**

**BOARD OF REVISION**

A Board of Revision has been appointed by City Council to receive and consider applications for revision of property assessments. The **first day** on which the Board will sit to hear such applications will be **Wednesday, October 4<sup>th</sup>, 2017 at 1:30 p.m.** in the Council Chamber, Civic Administration Building, 410-9th Street, Brandon, Manitoba and subsequently on such dates and times as may be required.

In accordance with *The Municipal Assessment Act*, the Board shall not consider an application for revision that is not in compliance with the application requirements as set out below and that is not served on the Secretary within the time prescribed in this notice.

**APPLICATION REQUIREMENTS**

In accordance with **Section 43(1)** of *The Municipal Assessment Act*, an application for revision must:

- (a) be made in writing;
- (b) set out the roll number and legal description of the assessable property for which a revision is sought;
- (c) state the grounds on which the application is based; and
- (d) be filed by:
  - (i) delivering it or causing it to be delivered to the office of the Board of Revision, City Clerk's Office, 2<sup>nd</sup> Floor, City Hall, or
  - (ii) serving it upon the Secretary of the said Board, at least 15 days before the scheduled sitting date of the Board as indicated in this public notice.

**THIS NOTICE IS THEREFORE TO INFORM ALL PERSONS THAT THE DEADLINE FOR FILING APPLICATIONS AGAINST THE 2018 GENERAL ASSESSMENT ROLL IS 4:00 P.M. ON MONDAY, SEPTEMBER 18, 2017.**

**FILING AN APPLICATION**

Application forms are available at City Hall, 410-9<sup>th</sup> Street, from 8:30 a.m. to 5:00 p.m. Monday to Friday. Applications and the required filing fee should be addressed to the Secretary, Board of Revision, City of Brandon, 410-9th Street, Brandon, Manitoba R7A 6A2. Where an application is received in accordance with this notice, the Secretary of the Board of Revision shall notify all applicants in writing of the date, time and place of the hearing of their application.

**OBTAINING ADDITIONAL INFORMATION**

Prior to filing an application against the amount of the assessment, liability to taxation, or classification of the property, you are encouraged to discuss the matter with the Provincial Assessment Services by calling (204) 726-6001 or visiting their office at the Provincial Building, Room 346 - 340 - 9<sup>th</sup> Street.

DATED at The City of Brandon this 22<sup>nd</sup> day of June A.D. 2017.

Debbie Nelson, Secretary  
Board of Revision  
The City of Brandon