

Function: Corporate Services – 03  
Department: Assessment & Taxation - 010  
Policy No.: 001



## Access to Assessment Information

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Effective Date: May 11<sup>th</sup>, 2017

Review Date: May 11<sup>th</sup>, 2022

References:

Cancel: Policy 231: Access to Assessment Information

Resolution #: 293-17

CAO Signature: 

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**Purpose:** This policy establishes the criteria for access and release of assessment information requested according to the Municipal Government Act (MGA) Sections 299 & 300.

### Guidelines:

1. A request for information related to Section 299 of the Municipal Government Act must come from the property owner in written form specifically stating the information requested is under Section 299 of the Municipal Government Act. All appropriate fees will be charged as per Policy 241-2 Provision of Information and Fee Schedule.
2. A request for information related to Section 300 of the Municipal Government Act must come from a property owner within the boundaries of Lac Ste. Anne County in written form specifically stating that they are requesting information under section 300 of the Municipal Government Act. All appropriate fees will be charged as per the Provision of Information and Fee Schedule.
3. Administration will review each request and provide the information as per the Provincial “Guide for Exchange of Assessment Information: Market Value Properties”, as attached in Schedule “A”.