

PROPERTY TAXES ARE DUE JULY 2, 2024

To avoid penalty, your property tax payment must be received by **4:00 pm on July 2, 2024**. A 5% penalty will be added to any unpaid taxes including any unclaimed Home Owner Grant (HOG) at the close of business day.

Accounts that have unpaid taxes, unclaimed HOGs, and have not had a deferment applied will have a second 5% penalty applied at the close of business day on **Tuesday, September 3, 2024**.

CLAIM YOUR HOME OWNER GRANT

Please note that Home Owner Grant (HOG) applications are no longer processed by the City of Duncan, and must be submitted directly to the Provincial Government. For more information on how to apply, please visit www.gov.bc.ca/homeownergrant or contact the Provincial HOG Office at 250-387-0555 or toll free at 1-888-355-2700.

To avoid penalties, your completed application and supporting documentation must be received by the Province of BC by 4:00 pm on July 2, 2024.



PAYMENT OPTIONS

Bill Payment Services can generally be accessed through online banking, an ATM, telephone banking, or in person at your financial institution. You will need to set up a bill payment payee for City of Duncan Property Taxes. Your account number will be your roll number, which starts with 207, and is shown on your tax notice.

Cheques can be mailed to Duncan City Hall at 200 Craig Street, Duncan BC, V9L 1W3, or use the 24-hour drop box located at each of the City Hall entrances. Please do not leave cash in the drop box.

In Person at City Hall, payment can be made by debit, cheque, or cash between 8:30 am and 4:00 pm, Monday to Friday.

Please note that all payments must be received at City Hall by 4:00 pm on July 2, 2024 in order to avoid penalties. If mailed, the postmark date is not considered as date of payment.

For next year, consider using the City's **Property Tax Installment Payment Plan** to make 10 equal payments towards next year's property taxes through an automatic withdrawal from your bank account. Installments are withdrawn on the first business day of the month starting in August and ending in May. We also accept multiple postdated cheques. Some conditions may be ineligible. For more information or to download the installment plan application form, visit www.duncan.ca/city-hall/finance/property-taxes.

PROPERTY TAX DEFERMENT PROGRAM

The Provincial Government's Property Tax Deferment Program offers a low-interest loan to qualified homeowners to defer their property tax. Persons 55 years of age or older, certain persons with disabilities, or families with children may qualify. For more information visit www.gov.bc.ca/propertytaxdeferment or contact the Province's Tax Deferment Office at 250-387-0555, toll free at 1-888-355-2700, or by e-mail taxdeferment@gov.bc.ca.

If you have any prior years' taxes outstanding (arrear or delinquent) you must pay those amounts before you can qualify to defer your current year's property taxes.

You still must claim your annual Home Owner Grant (with the Province) and pay the sewer parcel tax and any annual utility fees, such as sewer and garbage (to the City), to avoid penalties on those amounts. Utility fees and parcel taxes are not eligible for deferment. Utilities questions can be emailed to utilities@duncan.ca.

Comments, questions, or concerns?

Visit www.duncan.ca | Phone 250-746-6126 | Email taxes@duncan.ca

2024 BUDGET

The City of Duncan’s Financial Plan and Tax Rates Bylaws for 2024 reflect Council’s efforts to keep taxes affordable for households and businesses while transitioning to a municipally paid police force.

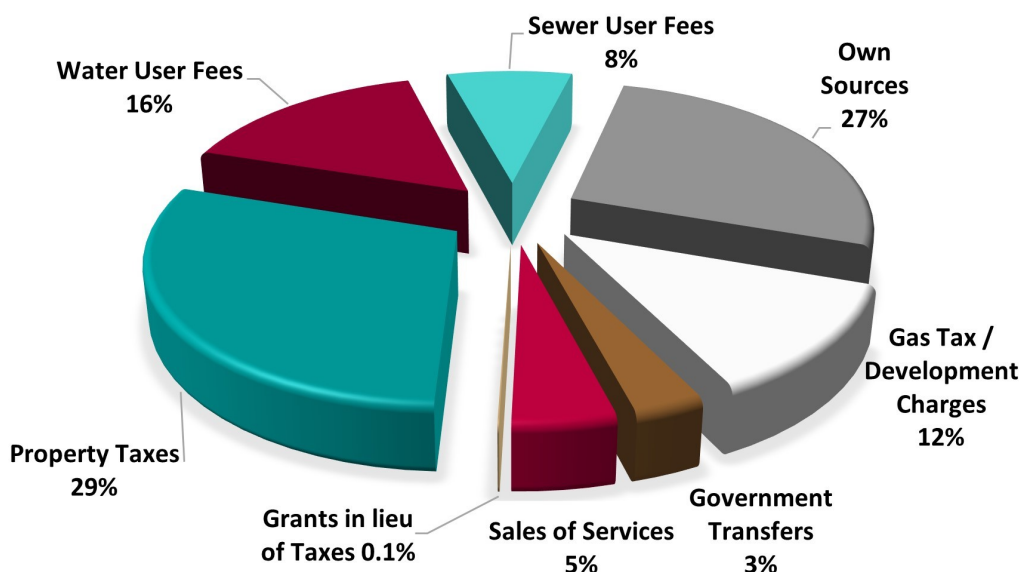
From November 2023 through to March 2024, Council held several public meetings to discuss the 2024 budget and five year financial plan. A public open house was held on January 15th at City Hall, and online consultation was held from January 16th to April 15th to invite public comments on the financial plan and proposed tax rates. Thank you to those who took the time to engage. To view the full budget and related documents please visit the City’s website at www.duncan.ca.

The Financial Plan is balanced with a total tax increase of 10.55%, of which 1.22% will be paid by new construction, which leaves a tax increase of 9.33% for existing properties. After reviewing the fluctuations in 2024 assessed property values, Council considered the distribution of tax collected between commercial and residential and settled on a tax rate multiple that achieves an even increase between the two classes. **This results in the average home seeing an increase of 7.54% and the average business seeing an increase of 7.54% on their 2024 municipal taxes.**

Property assessment is the responsibility of the BC Assessment Authority. You should have received your assessment notice in January 2024. If you have questions about your property’s assessed value, please contact BC Assessment at 1-866-825-8322 or www.bcasessment.ca.

The City also collects taxes for other authorities including the Province of BC for police and schools, the Cowichan Valley Regional District, Cowichan District Hospital, BC Assessment Authority, and Municipal Finance Authority.

2024 REVENUE SOURCES



Own Sources Include:

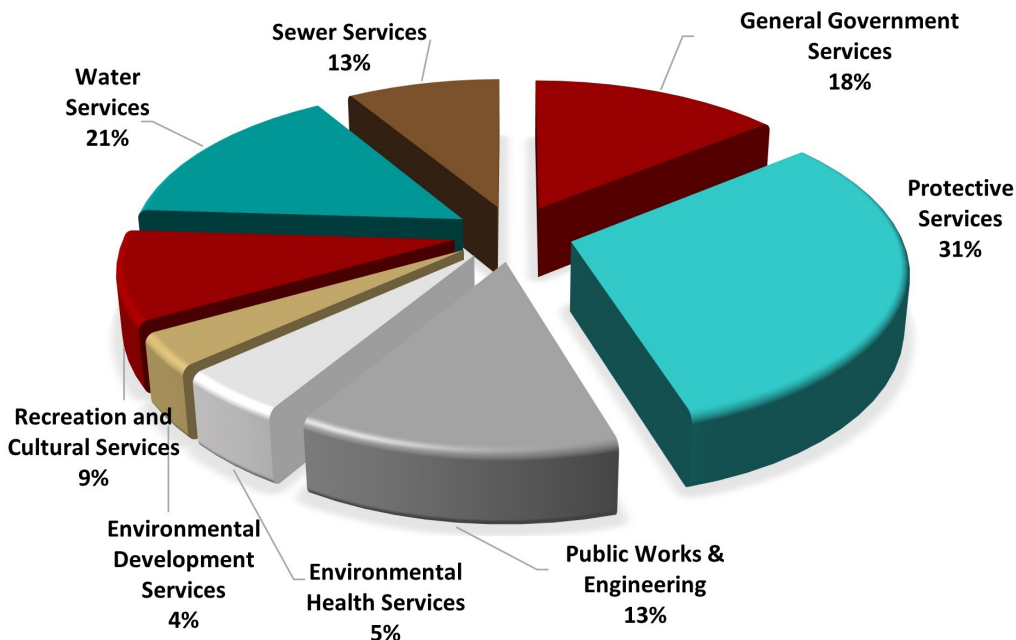
- Business and dog licences
- Building and related permits
- Real estate rentals
- Parking permits
- Interest on investments
- Penalties
- Land use alteration fees

Sales of Services Include:

- Garbage and recycling fees
- Fire Protection fees
- Administration fees
- Sports field user fees
- Utilities connection fees



2024 OPERATING EXPENSES BY FUNCTION



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