

## 2021 PROPERTY TAX DATES

### Friday, July 2, 2021

- Property tax due date - All residential and commercial customers are encouraged to pay their taxes by the due date. However, due to COVID-19, in 2021, penalties will not be applied before September 30, 2021 at 4 p.m.

### Thursday, September 30, 2021 at 4 p.m.

- Deadline to pay taxes without 5% penalty
- Deadline to claim HOG without 5% penalty
- Deadline to apply to defer without 5% penalty

### Thursday, September 30, 2021 at 4 p.m.

- 5% penalty is added to unpaid taxes including any unclaimed HOG

### Friday, October 29, 2021 at 4 p.m.

- Deadline to pay taxes without further 5% penalty
- Deadline to claim HOG without further 5% penalty
- Deadline to apply to defer without further 5% penalty

### Friday, October 29, 2021 at 4 p.m.

- Further 5% penalty is added to unpaid taxes including any unclaimed HOG



## HOME OWNER GRANT (HOG)

**EFFECTIVE 2021, ALL HOME OWNER GRANT APPLICATIONS MUST BE SUBMITTED DIRECTLY TO THE BC PROVINCIAL GOVERNMENT.**

For more information on how to apply, please go to the Provincial Government website:

[www.gov.bc.ca/homeownergrant](http://www.gov.bc.ca/homeownergrant)

To contact the Provincial Government Home Owner Grant Office:  
Phone: 250-387-0555 or toll free: 1-888-355-2700

To avoid penalties, your completed application and supporting documentation must be received by the Province by 4 p.m. on September 30, 2021.

If you miss the deadline, you may apply for the home owner grant until December 31, 2021; however, penalties will apply.

## PAYMENT OPTIONS

**Bill Payment Services:** Bill payment services can generally be accessed through your online banking account, an automated teller machine (ATM), telephone banking or in person with a teller at the financial institution that you bank with. 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.

**Payment by Cheque:** Mail to the City of Duncan, 200 Craig Street, Duncan BC, V9L 1W3 or use the 24-Hour drop box located at each of the City Hall entrances. We also accept multiple postdated cheques. Please do not leave cash in the drop box.

**In Person at City Hall:** When City Hall is open (hours of operation 8:30 a.m. to 4:00 p.m., Monday to Friday) we accept Debit, Cheque and Cash (sorry no credit cards for property tax payments).

## PROPERTY TAX INSTALLMENT PAYMENT PLAN

The Property Tax Installment Payment Plan is an optional payment plan that provides an opportunity for taxpayers to make ten (10) monthly payments towards next year's property taxes through an automatic withdrawal from a bank account. Installments are withdrawn on the first business day of the month for ten (10) months starting in August and ending in May.

For more information or for an application form go to:  
[www.duncan.ca/city-hall/finance/property-taxes](http://www.duncan.ca/city-hall/finance/property-taxes)



## PROPERTY TAX DEFERMENT PROGRAM

A low-interest provincial loan program is available for 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 the Property Tax Deferral Program.

Starting in the 2020 tax year, the Provincial Government has moved to an online system that is faster and easier. All applications and renewals are now submitted directly to the Province. Property Tax Deferrals are no longer handled by the City of Duncan.

For more information on how to apply or renew, please go to the Provincial Government website:

[www.gov.bc.ca/propertytaxdeferment](http://www.gov.bc.ca/propertytaxdeferment)

To contact the Provincial Government Tax Deferral Office:

Phone: 250-387-0555 or toll free: 1-888-355-2700

Email: [taxdeferment@gov.bc.ca](mailto:taxdeferment@gov.bc.ca)

If you have any prior year's 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 avoid penalties on those amounts. Utility fees and parcel taxes are not eligible for deferral.

Comments, questions, or concerns about your property taxes?

Visit [www.duncan.ca](http://www.duncan.ca) | Phone 250-746-6126 | Email [taxes@duncan.ca](mailto:taxes@duncan.ca)

### 2021 BUDGET

The City of Duncan's Financial Plan and Tax Rates Bylaws for 2021 reflect Council's efforts to keep taxes affordable for households and businesses.

Throughout the budget process, public feedback is always encouraged. Budget meetings were advertised in the newspaper as well as on our Facebook page and website. All meetings were held online and are available for viewing on YouTube. Public Consultation was held online via PlaceSpeak to seek feedback from citizens on current budget topics. Thank you to those who took the time to engage. To view the full budget and related documents please visit [www.duncan.ca](http://www.duncan.ca).

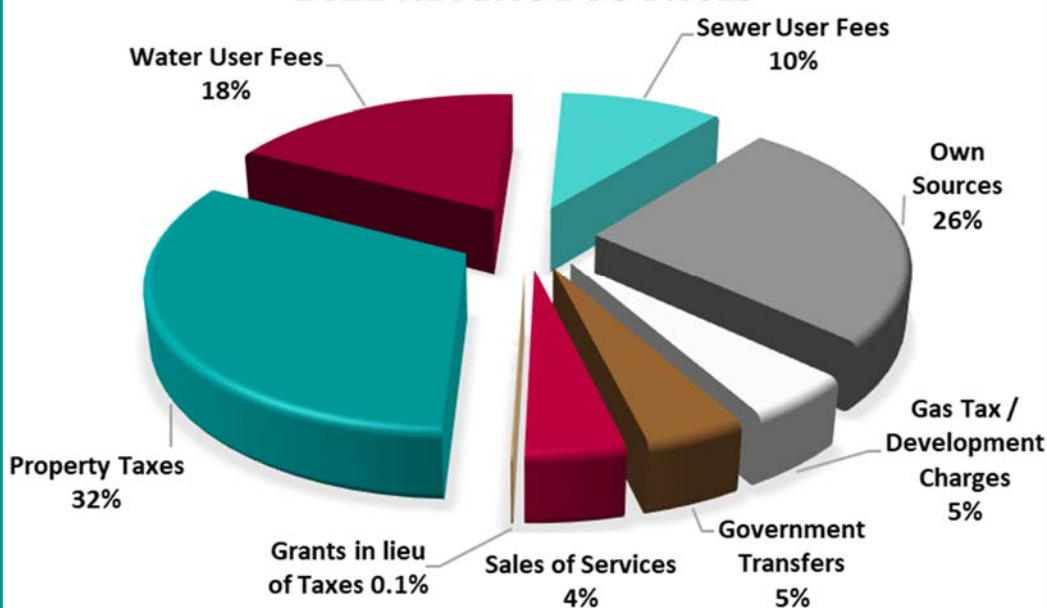
For 2021, the municipal portion of the property tax increased by 3.51%. Your actual tax increase or decrease will depend on the type of property you own, and whether the assessed value of your property went up or down this year.

Property assessment is the responsibility of the BC Assessment Authority. You should have received your assessment notice in January of this year. If you have questions about your property's assessed value, you must contact BC Assessment. They can be reached at 1-866-825-8322 or [www.bcassessment.ca](http://www.bcassessment.ca).

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



### 2021 REVENUE SOURCES



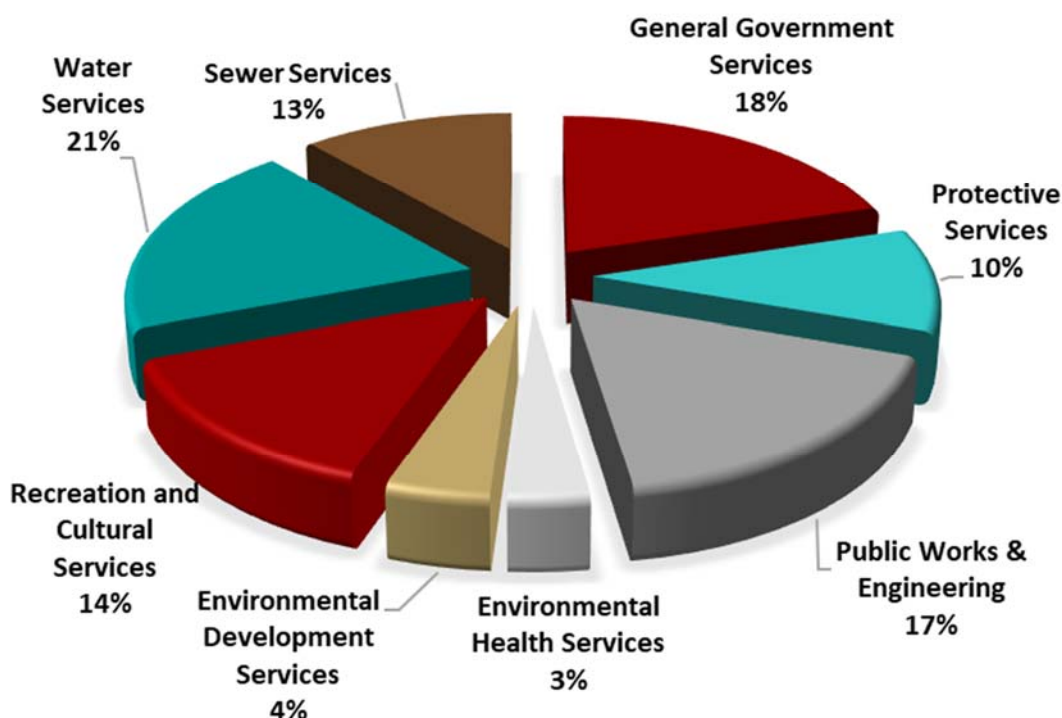
### Own Sources Include:

- 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

### 2021 OPERATING EXPENSES BY FUNCTION



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