

# Assessment Notice/Amended Notice Complaint Date Schedule for 2024

## Guidance

This schedule is a guide to assist municipalities in establishing the dates for setting the Notice of Assessment Date, sending the notice, and setting the complaint date. This guidance is based on the direction set out in the *Municipal Government Act (MGA)*. The schedule is **not** designed around the mailing date but rather around the Notice of Assessment Date. It is advised that municipalities **choose the Notice of Assessment Date first** and then set the other dates around it.

## Sending assessment notices (Mailing date)

The *MGA* notes in section 310(1) *that subject to subsections (1.1) and (3) assessment notices must be sent no later than July 1 of each year and also under 310(3) an assessment notice must be sent at least 7 days prior to the notice of assessment date.*

The *Interpretation Act* section 22(3) provides that where an enactment refers to **clear days** or to “at least” or “not less than” a certain number of days between two events (such as section 310(3) of the *MGA*), in calculating the number of days, the days on which both the events occur are to be excluded. For example, if the Notice is sent on January 3, the Notice of Assessment Date is January 11. This is due to a requirement for **7 clear days** (January 4, 5, 6, 7, 8, 9, and 10) between the Notice Sent Date and the Notice of Assessment Date.

## Notice of Assessment Date

The *MGA* indicates in section 308.1(1) *that an assessor must annually set a notice of assessment date which must be no earlier than January 1 and no later than July 1 and that (2) An assessor must set additional notice of assessment dates for amended and supplementary assessment notices but none of those notice of assessment dates may be later than the date that tax notices are required to be sent under Part 10.*

Municipal Affairs’ interpretation is that the “notice of assessment date” is subject to the *Interpretation Act* and therefore it is advised not to select a weekend or holiday. The dates shown below reflect only “notice of assessment” dates that are on a regular weekday (excluding holidays as defined in the *Interpretation Act*).

## Complaint deadline

The *MGA* notes under section 284(4) in this Part and Parts 11 and 12 “complaint deadline” means 60 days after the notice of assessment date set under section 308.1 or 324(2)(a.1).

## Assessment Notice/Combined Notice Schedule

If the complaint date ends on a \*Saturday \*Sunday or \*holiday, the date moves to the next business day.

## Assessment Notice/Amended Notice Complaint Date Schedule for 2024

Notice Sent Date MGA s.310(3)	Notice of Assessment Date MGA s.308(1)	Complaint Date MGA s. 284(4)
Wednesday January 3	Thursday January 11	Monday March 11
Thursday January 4	Friday January 12	Tuesday March 12
Monday January 8	Tuesday January 16	*Saturday March 16
Tuesday January 9	Wednesday January 17	*Sunday March 17
Wednesday January 10	Thursday January 18	Monday March 18
Thursday January 11	Friday January 19	Tuesday March 19
Monday January 15	Tuesday January 23	*Saturday March 23
Tuesday January 16	Wednesday January 24	*Sunday March 24
Wednesday January 17	Thursday January 25	Monday March 25
Thursday January 18	Friday January 26	Tuesday March 26
Monday January 22	Tuesday January 30	*Saturday March 30
Tuesday January 23	Wednesday January 31	*Sunday March 31
Wednesday January 24	Thursday February 1	*Monday April 1
Thursday January 25	Friday February 2	Tuesday April 2
Monday January 29	Tuesday February 6	*Saturday April 6
Tuesday January 30	Wednesday February 7	*Sunday April 7
Wednesday January 31	Thursday February 8	Monday April 8
Thursday February 1	Friday February 9	Tuesday April 9
Monday February 5	Tuesday February 13	*Saturday April 13
Tuesday February 6	Wednesday February 14	*Sunday April 14
Wednesday February 7	Thursday February 15	Monday April 15
Thursday February 8	Friday February 16	Tuesday April 16
Monday February 12	Tuesday February 20	*Saturday April 20
Tuesday February 13	Wednesday February 21	*Sunday April 21
Wednesday February 14	Thursday February 22	Monday April 22
Thursday February 15	Friday February 23	Tuesday April 23
*Monday February 19	Tuesday February 27	*Saturday April 27
Tuesday February 20	Wednesday February 28	*Sunday April 28
Wednesday February 21	Thursday February 29	Monday April 29
Thursday February 22	Friday March 1	Tuesday April 30
Monday February 26	Tuesday March 5	*Saturday May 4
Tuesday February 27	Wednesday March 6	*Sunday May 5
Wednesday February 28	Thursday March 7	Monday May 6
Thursday February 29	Friday March 8	Tuesday May 7
Monday March 4	Tuesday March 12	*Saturday May 11

Notice Sent Date MGA s.310(3)	Notice of Assessment Date MGA s.308(1)	Complaint Date MGA s. 284(4)
Tuesday March 5	Wednesday March 13	*Sunday May 12
Wednesday March 6	Thursday March 14	Monday May 13
Thursday March 7	Friday March 15	Tuesday May 14
Monday March 11	Tuesday March 19	*Saturday May 18
Tuesday March 12	Wednesday March 20	*Sunday May 19
Wednesday March 13	Thursday March 21	*Monday May 20
Thursday March 14	Friday March 22	Tuesday May 21
Monday March 18	Tuesday March 26	*Saturday May 25
Tuesday March 19	Wednesday March 27	*Sunday May 26
Wednesday March 20	Thursday March 28	Monday May 27
Monday March 25	Tuesday April 2	*Saturday June 1
Tuesday March 26	Wednesday April 3	*Sunday June 2
Wednesday March 27	Thursday April 4	Monday June 3
Thursday March 28	Friday April 5	Tuesday June 4
*Monday April 1	Tuesday April 9	*Saturday June 8
Tuesday April 2	Wednesday April 10	*Sunday June 9
Wednesday April 3	Thursday April 11	Monday June 10
Thursday April 4	Friday April 12	Tuesday June 11
Monday April 8	Tuesday April 16	*Saturday June 15
Tuesday April 9	Wednesday April 17	*Sunday June 16
Wednesday April 10	Thursday April 18	Monday June 17
Thursday April 11	Friday April 19	Tuesday June 18
Monday April 15	Tuesday April 23	*Saturday June 22
Tuesday April 16	Wednesday April 24	*Sunday June 23
Wednesday April 17	Thursday April 25	Monday June 24
Thursday April 18	Friday April 26	Tuesday June 25
Monday April 22	Tuesday April 30	*Saturday June 29
Tuesday April 23	Wednesday May 1	*Sunday June 30
Wednesday April 24	Thursday May 2	*Monday July 1
Thursday April 25	Friday May 3	Tuesday July 2
Monday April 29	Tuesday May 7	*Saturday July 6
Tuesday April 30	Wednesday May 8	*Sunday July 7
Wednesday May 1	Thursday May 9	Monday July 8
Thursday May 2	Friday May 10	Tuesday July 9
Monday May 6	Tuesday May 14	*Saturday July 13

## Assessment Notice/Amended Notice Complaint Date Schedule for 2024

Notice Sent Date MGA s.310(3)	Notice of Assessment Date MGA s.308(1)	Complaint Date MGA s. 284(4)
Tuesday May 7	Wednesday May 15	*Sunday July 14
Wednesday May 8	Thursday May 16	Monday July 15
Thursday May 9	Friday May 17	Tuesday July 16
Monday May 13	Tuesday May 21	*Saturday July 20
Tuesday May 14	Wednesday May 22	*Sunday July 21
Wednesday May 15	Thursday May 23	Monday July 22
Thursday May 16	Friday May 24	Tuesday July 23
*Monday May 20	Tuesday May 28	*Saturday July 27
Tuesday May 21	Wednesday May 29	*Sunday July 28
Wednesday May 22	Thursday May 30	Monday July 29
Thursday May 23	Friday May 31	Tuesday July 30
Monday May 27	Tuesday June 4	*Saturday August 3
Tuesday May 28	Wednesday June 5	*Sunday August 4
Wednesday May 29	Thursday June 6	*Monday August 5
Thursday May 30	Friday June 7	Tuesday August 6
Monday June 3	Tuesday June 11	*Saturday August 10
Tuesday June 4	Wednesday June 12	*Sunday August 11
Wednesday June 5	Thursday June 13	Monday August 12
Thursday June 6	Friday June 14	Tuesday August 13
Monday June 10	Tuesday June 18	*Saturday August 17
Tuesday June 11	Wednesday June 19	*Sunday August 18
Wednesday June 12	Thursday June 20	Monday August 19
Thursday June 13	Friday June 21	Tuesday August 20
Monday June 17	Tuesday June 25	*Saturday August 24
Tuesday June 18	Wednesday June 26	*Sunday August 25
Wednesday June 19	Thursday June 27	Monday August 26
Thursday June 20	Friday June 28	Tuesday August 27
Monday June 24	Tuesday July 2	*Saturday August 31
Tuesday June 25	Wednesday July 3	*Sunday September 1
Wednesday June 26	Thursday July 4	*Monday September 2
Thursday June 27	Friday July 5	Tuesday September 3
*Monday July 1	Tuesday July 9	*Saturday September 7
Wednesday July 3	Thursday July 11	Monday September 9
Thursday July 4	Friday July 12	Tuesday September 10
Monday July 8	Tuesday July 16	*Saturday September 14

Notice Sent Date MGA s.310(3)	Notice of Assessment Date MGA s.308(1)	Complaint Date MGA s. 284(4)
Tuesday July 9	Wednesday July 17	*Sunday September 15
Wednesday July 10	Thursday July 18	Monday September 16
Thursday July 11	Friday July 19	Tuesday September 17
Monday July 15	Tuesday July 23	*Saturday September 21
Tuesday July 16	Wednesday July 24	*Sunday September 22
Wednesday July 17	Thursday July 25	Monday September 23
Thursday July 18	Friday July 26	Tuesday September 24
Monday July 22	Tuesday July 30	*Saturday September 28
Tuesday July 23	Wednesday July 31	*Sunday September 29
Wednesday July 24	Thursday August 1	*Monday September 30
Thursday July 25	Friday August 2	Tuesday October 1
Monday July 29	Tuesday August 6	*Saturday October 5
Tuesday July 30	Wednesday August 7	*Sunday October 6
Wednesday July 31	Thursday August 8	Monday October 7
Thursday August 1	Friday August 9	Tuesday October 8
Monday August 5	Tuesday August 13	*Saturday October 12
Tuesday August 6	Wednesday August 14	*Sunday October 13
Wednesday August 7	Thursday August 15	*Monday October 14
Thursday August 8	Friday August 16	Tuesday October 15
Monday August 12	Tuesday August 20	*Saturday October 19
Tuesday August 13	Wednesday August 21	*Sunday October 20
Wednesday August 14	Thursday August 22	Monday October 21
Thursday August 15	Friday August 23	Tuesday October 22
Monday August 19	Tuesday August 27	*Saturday October 26
Tuesday August 20	Wednesday August 28	*Sunday October 27
Wednesday August 21	Thursday August 29	Monday October 28
Thursday August 22	Friday August 30	Tuesday October 29
Monday August 26	Tuesday September 3	*Saturday November 2
Tuesday August 27	Wednesday September 4	*Sunday November 3
Wednesday August 28	Thursday September 5	Monday November 4
Thursday August 29	Friday September 6	Tuesday November 5
*Monday September 2	Tuesday September 10	*Saturday November 9
Tuesday September 3	Wednesday September 11	*Sunday November 10
Wednesday September 4	Thursday September 12	*Monday November 11
Thursday September 5	Friday September 13	Tuesday November 12

## Assessment Notice/Amended Notice Complaint Date Schedule for 2024

Notice Sent Date MGA s.310(3)	Notice of Assessment Date MGA s.308(1)	Complaint Date MGA s. 284(4)
Monday September 9	Tuesday September 17	*Saturday November 16
Tuesday September 10	Wednesday September 18	*Sunday November 17
Wednesday September 11	Thursday September 19	Monday November 18
Thursday September 12	Friday September 20	Tuesday November 19
Monday September 16	Tuesday September 24	*Saturday November 23
Tuesday September 17	Wednesday September 25	*Sunday November 24
Wednesday September 18	Thursday September 26	Monday November 25
Thursday September 19	Friday September 27	Tuesday November 26
Monday September 23	Tuesday October 1	*Saturday November 30
Tuesday September 24	Wednesday October 2	*Sunday December 1
Wednesday September 25	Thursday October 3	Monday December 2
Thursday September 26	Friday October 4	Tuesday December 3
*Monday September 30	Tuesday October 8	*Saturday December 7
Tuesday October 1	Wednesday October 9	*Sunday December 8
Wednesday October 2	Thursday October 10	Monday December 9
Thursday October 3	Friday October 11	Tuesday December 10
Monday October 7	Tuesday October 15	*Saturday December 14
Tuesday October 8	Wednesday October 16	*Sunday December 15
Wednesday October 9	Thursday October 17	Monday December 16
Thursday October 10	Friday October 18	Tuesday December 17
*Monday October 14	Tuesday October 22	*Saturday December 21
Tuesday October 15	Wednesday October 23	*Sunday December 22
Wednesday October 16	Thursday October 24	Monday December 23
Thursday October 17	Friday October 25	Tuesday December 24
Monday October 21	Tuesday October 29	*Saturday December 28
Tuesday October 22	Wednesday October 30	*Sunday December 29
Wednesday October 23	Thursday October 31	Monday December 30
Thursday October 24	Friday November 1	Tuesday December 31
Monday October 28	Tuesday November 5	*Saturday January 4

Notice Sent Date MGA s.310(3)	Notice of Assessment Date MGA s.308(1)	Complaint Date MGA s. 284(4)
Tuesday October 29	Wednesday November 6	*Sunday January 5
Wednesday October 30	Thursday November 7	Monday January 6
Thursday October 31	Friday November 8	Tuesday January 7
Monday November 4	Tuesday November 12	*Saturday January 11
Tuesday November 5	Wednesday November 13	*Sunday January 12
Wednesday November 6	Thursday November 14	Monday January 13
Thursday November 7	Friday November 15	Tuesday January 14
*Monday November 11	Tuesday November 19	*Saturday January 18
Tuesday November 12	Wednesday November 20	*Sunday January 19
Wednesday November 13	Thursday November 21	Monday January 20
Thursday November 14	Friday November 22	Tuesday January 21
Monday November 18	Tuesday November 26	*Saturday January 25
Tuesday November 19	Wednesday November 27	*Sunday January 26
Wednesday November 20	Thursday November 28	Monday January 27
Thursday November 21	Friday November 29	Tuesday January 28
Monday November 25	Tuesday December 3	*Saturday February 1
Tuesday November 26	Wednesday December 4	*Sunday February 2
Wednesday November 27	Thursday December 5	Monday February 3
Thursday November 28	Friday December 6	Tuesday February 4
Monday December 2	Tuesday December 10	*Saturday February 8
Tuesday December 3	Wednesday December 11	*Sunday February 9
Wednesday December 4	Thursday December 12	Monday February 10
Thursday December 5	Friday December 13	Tuesday February 11
Monday December 9	Tuesday December 17	*Saturday February 15
Tuesday December 10	Wednesday December 18	*Sunday February 16
Wednesday December 11	Thursday December 19	*Monday February 17
Thursday December 12	Friday December 20	Tuesday February 18
Monday December 16	Tuesday December 24	*Saturday February 22
Thursday December 19	Friday December 27	Tuesday February 25