



The City of
**SPRUCE
GROVE**

REQUEST FOR DECISION

MEETING DATE: April 27, 2026

TITLE: Council Delegation - Accurate Assessment Group

DIVISION: Corporate Services

SUMMARY:

Troy Birtles of Accurate Assessment Group Ltd., the City's Designated Assessor, will provide an Assessment Update presentation to Council for information.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The City of Spruce Grove contracts Accurate Assessment Group Ltd. to provide municipal property assessment services. Under Alberta's *Municipal Government Act*, Accurate Assessment Group serves as the City's Designated Assessor and is responsible for preparing and maintaining the City's annual property assessment roll.

The delegation will provide Council with an overview of the assessment process, legislative framework, and the role of the Designated Assessor.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

As part of its contractual obligations, Accurate Assessment Group Ltd.:

- Prepares annual property assessments for all residential, non-residential, and other taxable properties in the City using provincially regulated mass appraisal techniques
- Establishes market value assessments, as of July 1 of the prior year, reflecting property characteristics, as of December 31
- Issues Requests for Information and conducts property data verification as required
- Responds to property owner inquiries regarding assessed values on the City's behalf
- Defends assessments before the Assessment Review Board when complaints are filed

These responsibilities are consistent with Alberta legislation and with information publicly communicated by the City regarding the assessment process.

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

This delegation supports Council's understanding of the municipal property assessment process and the legislated role of the Designated Assessor. No operational, policy, or service level changes are associated with this item.

FINANCIAL IMPLICATIONS:

n/a