



New & Existing Property Owners – Frequently Asked Questions

1. How do I update my information with the Town?

Your lawyer should provide the Town with a change of ownership notification to ensure the Town's records are updated in a timely manner. All ownership updates can be emailed to: hmill@deepriver.ca

2. How are property taxes calculated?

Property taxes are dependent on multiple factors not limited to: your property value, your municipality's capital & operating budgets, and provincial legislation. Municipal Property Assessment Corporation (MPAC) has provided an informational video on Youtube: <https://www.youtube.com/watch?v=nrWry5i3TBU>

3. When are Property Taxes Due?

There are two tax billings annually – each with two (2) payment milestones. The first tax bill is mailed out the first week of February. Installment payments for the first tax bill are due the last business day of February and May. The second and final bill is mailed out the first week of August, with installment payments due the last business day of August and November.

4. When are Water & Sewer Bills Due? How are they calculated?

Water/Sewer bills are normally issued twice a year at a flat rate. The April bill is mailed out at the beginning of April and is due on the last working day of April and covers the period of January 1st – June 30th. The October bill is mailed out beginning of October and is due on the last working day of the October and covers the period of July 1st – December 31st.

5. What if the previous owner paid for the bills for me for part of the year?

Your lawyer and the seller's lawyer should provide you a reconciliation of the amounts paid for taxes, water, and sewer. In the event that there is a credit or balance owing, the Town will need your lawyer's contact information to proceed. Please contact akubota@deepriver.ca to discuss further.

6. What method of payment(s) are accepted?

The Town of Deep River accepts cheque, debit, or cash. Debit or cheque is recommended for your own record keeping, as well as the Town's.





Payments for both Water/Sewer and Property Tax can be paid through your Online Banking Portal. You will need your Tax account number or Water/Sewer account number as they appear on your bill, depending on what payment you're making. You will need to add the Town as a payee either:

- For Water/Sewer Bill Payments: PAYEE- **Town of Deep River- Water**
- For Property Tax Payments: PAYEE- **Town of Deep River- Property Tax**

7. Are there Preauthorized Payment Plans (PAP)?

Yes, PAPs are available for both Taxes and Water & Sewer Bills. The forms are available online at: <https://www.deepriver.ca/departments/finance/> as well as at Town Hall. Forms may be returned in person to the reception desk at Town Hall or electronically to the appropriate department:

- For Property Taxes email: hmill@deepriver.ca
- For Water & Sewer email: akubota@deepriver.ca

Note: All monthly preauthorized payments will be withdrawn from your account on the 15th (or next business day) of every month.

8. Other questions?

For all other inquiries please contact the Town of Deep River's Treasurer, Christine Leon, at cleon@deepriver.ca

