

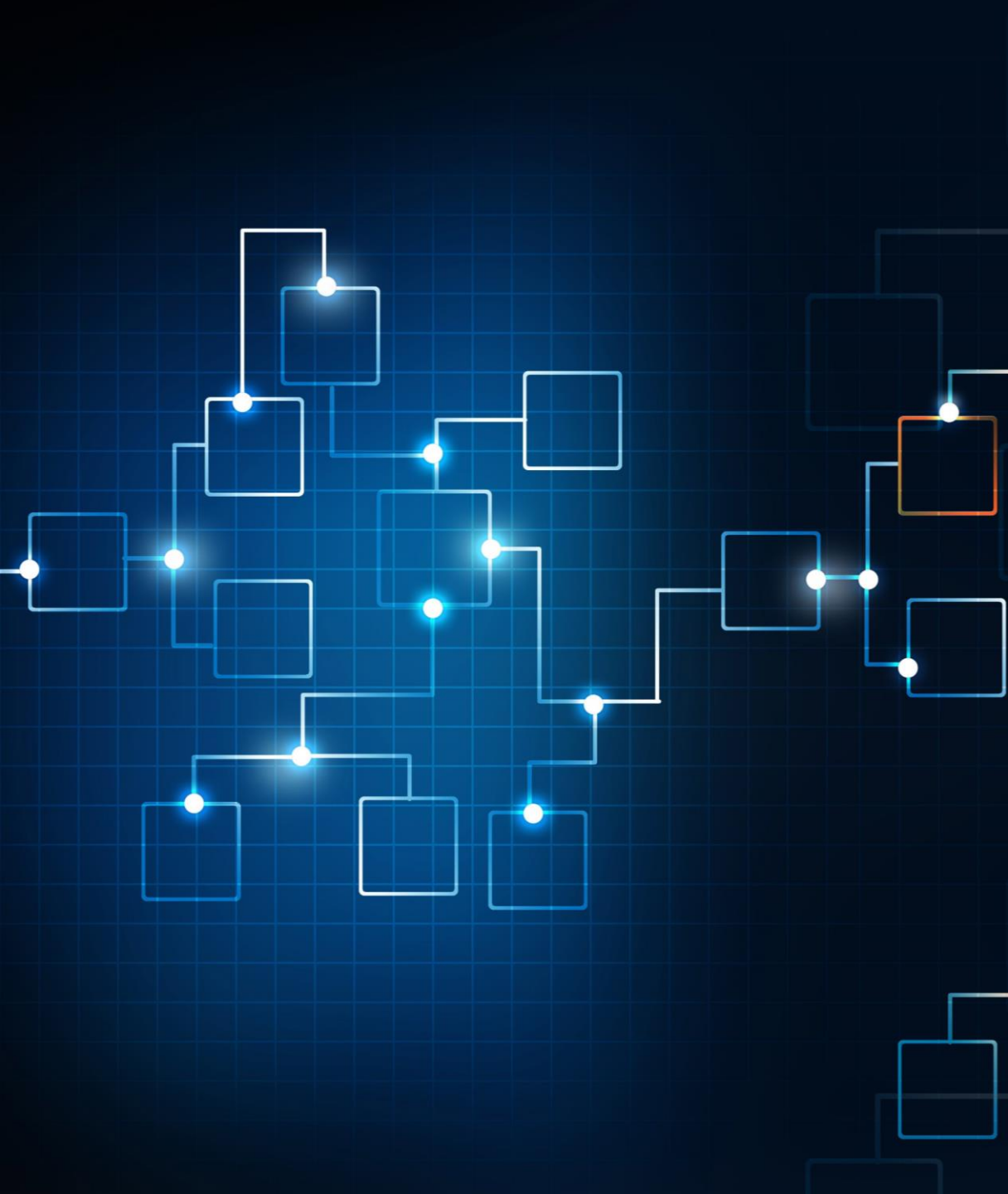
SAMA 2026 Administrator Training Session



SHAPING THE FUTURE
OF ASSESSMENT

ANNUAL
2026
MEETING

 **prairieland**
APRIL 22



Welcome

Rebecca Schultz

Director, Assessment Services

Agenda

2026 SAMA Annual Meeting – Administrator Training Session

- 1:30 p.m. Opening and Welcome
- 1:40 p.m. What does Assessment Look Like in
Your Municipality?
- 2:30 p.m. Coffee Break
- 2:45 p.m. What Happens After a Municipality
Receives their Values?
- 3:30 p.m. Property Assessment Appeals
Process
- 4:15 p.m. Q&A and Closing Remarks

Announcements



ANNUAL MEETING
— 2-0-2-5 —

REVALUATION 2025:
WHY IT MATTERS TO YOU





Danielle Gates
Assessment Appraiser,
SAMA

Day in the Life of an Appraiser-

What Does Assessment Look Like in Your Municipality?



Eric McLenaghan
Appraisal Agrologist,
SAMA

Day in the Life



Who we are



DANIELLE GATES

- Assessment Appraiser
- 12 Years in the Saskatoon Region at SAMA

ERIC MCLENAGHAN

- Appraiser Agrologist 1
- 10 Years in the Saskatoon & North Battleford Region at SAMA





Why we're here today

- What appraisals actually look like day to day
- How urban and agricultural work differs



Similar Roles with Different Focuses



Approaches to Value



Cost Approach

Market Regression Analysis

Income Approach

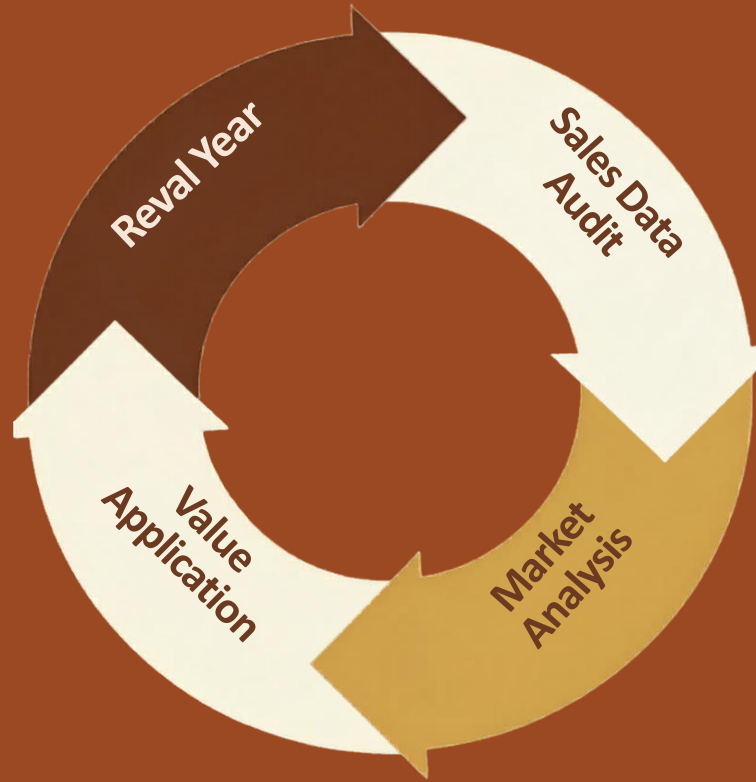


Big Picture



REVAL YEAR

VALUE
APPLICATION



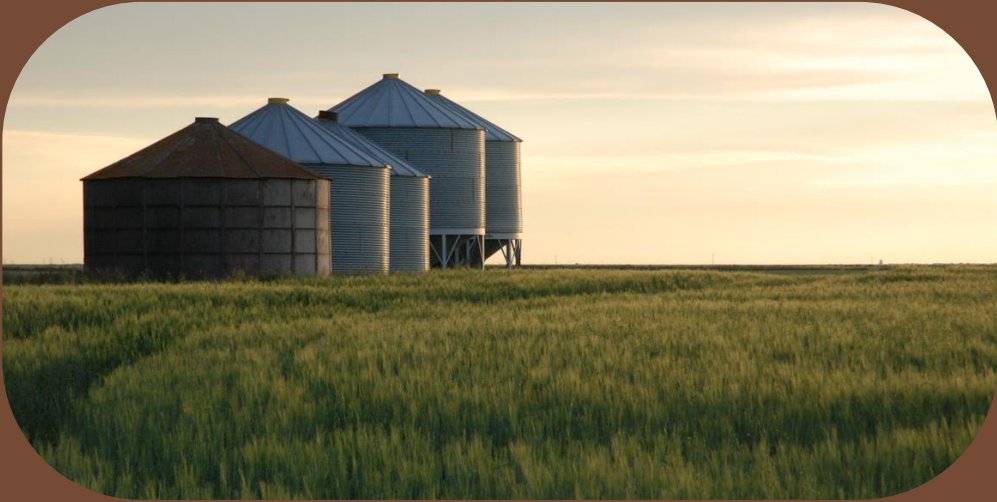
SALES DATA
AUDIT

MARKET
ANALYSIS



Reval Year

- Focus on early maintenance delivery
- Allow time to prepare packages and correct issues
- Complete and pass additional audits
- Address changes from models, policy and consistency updates
- Reduce overall appeal time through quick delivery





//// Sales Data Audit

- Clean up and review sales data
- Verify outstanding sales
- Get base-date sales ready for analysis
- Revist sales that need further inspection
- Ensure commercial sales are accurate

Market Analysis

- Appraisal staff availability may be more limited in the fall and winter
- More complete reinspection's improve efficiency
- Better data verification makes analysis quicker
- Reinspection workload may be lighter to support delivery timelines



Value application



- 
- Update the Municipal Index database
 - All appraisers focus on value application together
 - Audit changes and identify outliers
 - Flag properties needing further review
 - Prepare preliminary values for municipalities and government

Urban Appraiser



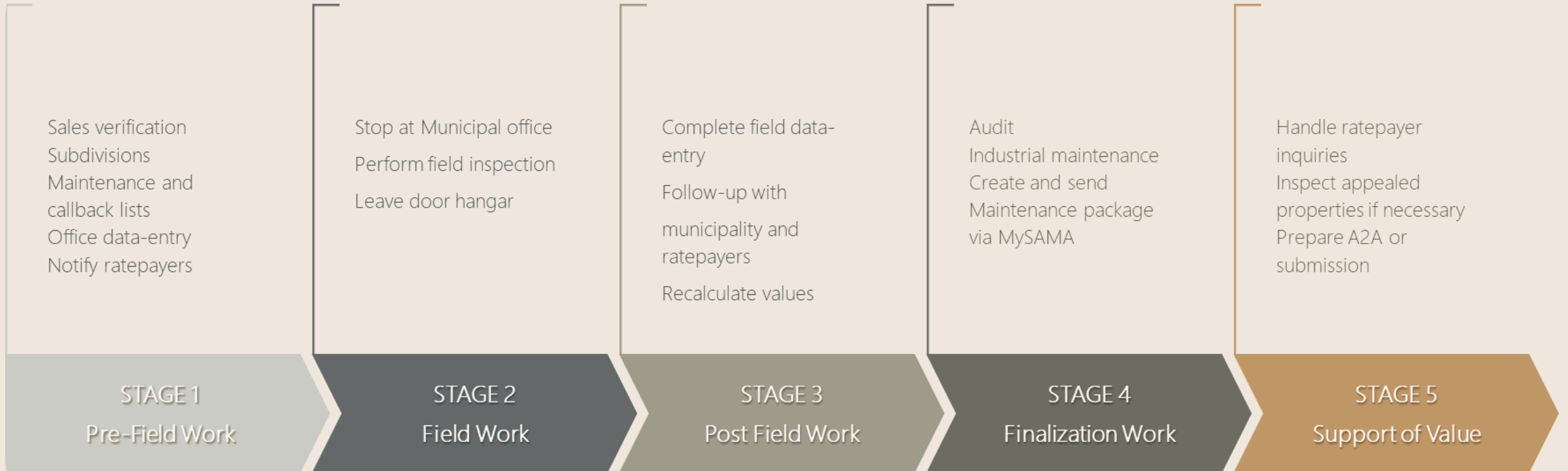
Residential, commercial and multi-residential properties

High property volume

Permit reviews & sales check

SAAA designations

Appraiser Timeline





Urban Appraiser

Emails from municipalities

Property owner questions

Reviewing sales



Urban Field Work

Exterior & Interior Inspections

What We Look For

Why Inspections Matter

Blueprints



Urban Toolkit



Tape measure

Toughpad

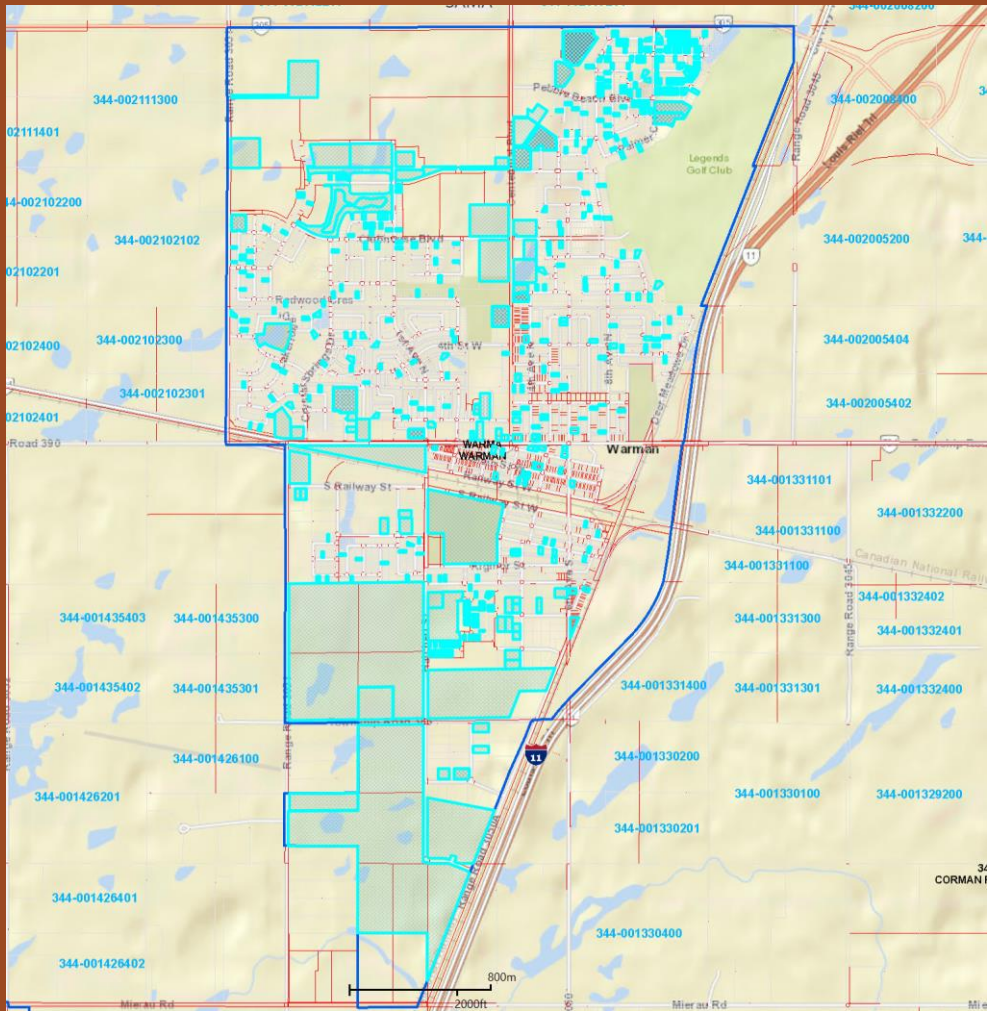
High-Viz Vest

Camera

Maps/Matix



Pictometry/Matix





Urban Valuation

Sales Analysis

Location & Neighbourhood Trends

Consistency across properties

Urban Realities

Deadlines are real

Public interactions



Agrologist

Professional Designations

Agricultural Land

Remote Worksites



Licensing



Agricultural Land

LAND
USE

SOIL SCIENCE



Horizons of the Soil

O (Organic)

A (Surface)

B (Subsoil)

C (Substratum)

R (Bedrock)



Remote Worksites

More Grid Roads and Longer Drives

Traveling in All Conditions



Agrologist Toolkit

- Shovels and Hand Sampler
- Water Jugs
- Clinometer
- Toughpad
- QGIS
- Smartphone
- Hand Texturing



Toughpad



Annual Business Cycle

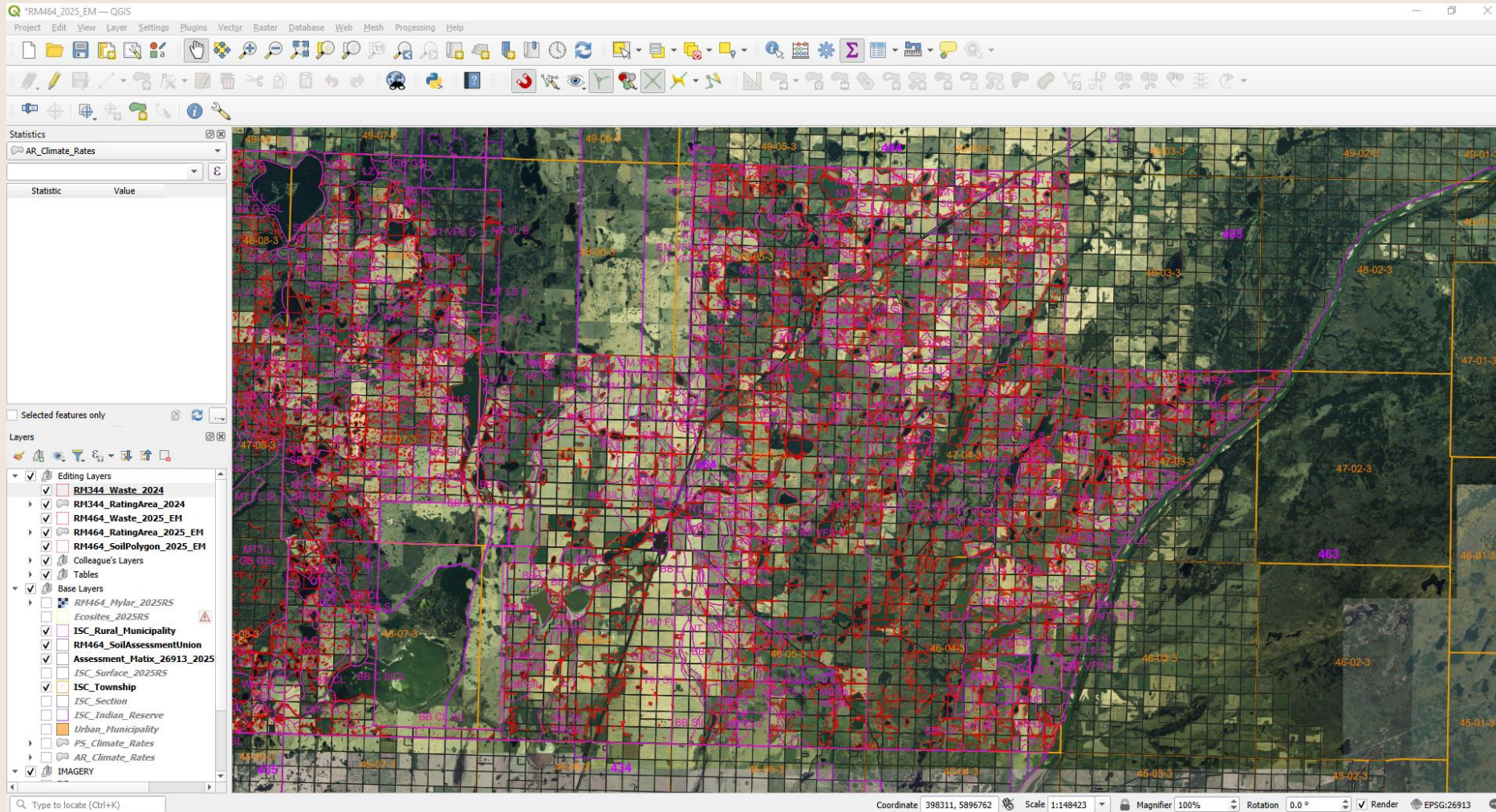
Reinspection

Maintenance

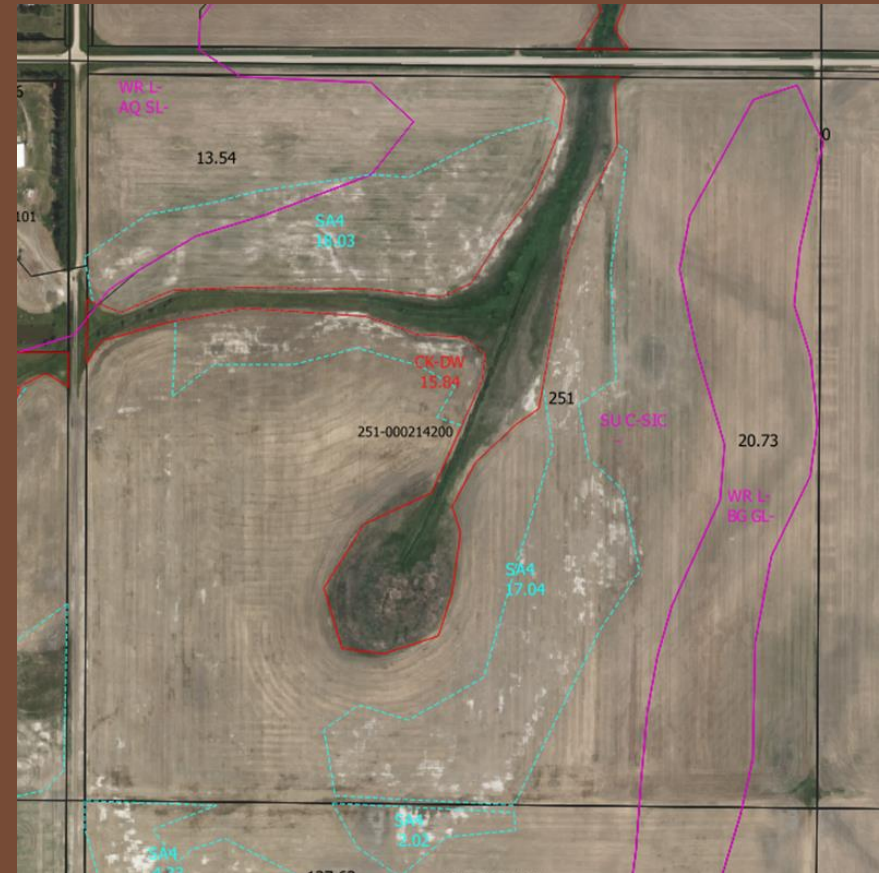
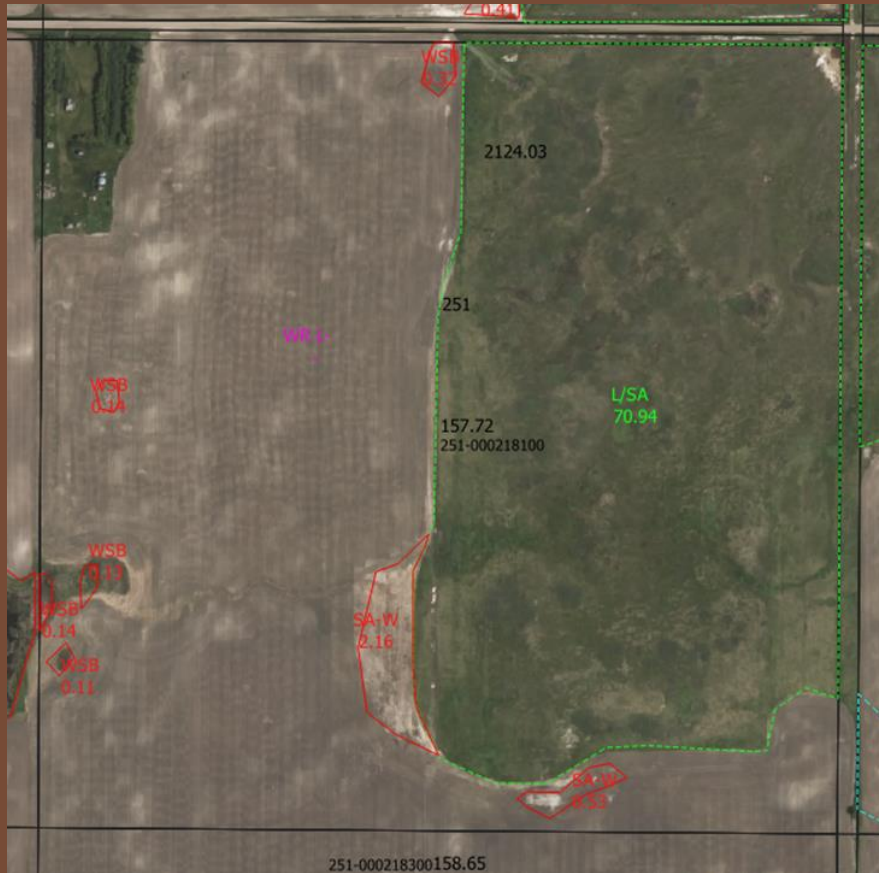
Appeals



QGIS



QGIS



SAMAView

The screenshot displays the SAMAView web application interface. On the left is a sidebar menu with the following items: Dashboard, Manage Maintenance, Sales Verification, SAMAView (highlighted), Administration, and Help. The top left corner features the MySAMA logo. The top right corner shows the user profile 'emclenaghan'. The main area is a map of agricultural land with several parcels outlined in red. Each parcel is labeled with a unique identifier and a price, such as '346-000834100 \$446,400' and '346-000835200 \$358,800'. The map includes zoom controls on the top left and a search bar on the top right. On the right side, there is a 'Property Search' panel with a dropdown menu for 'Select a municipality', a search input field, and a 'Clear' button. Below this is a 'Select a search option' dropdown. The 'Property Results' section is currently empty, displaying the text 'Search for properties above.' At the bottom of the map, there is a footer with the text 'SAMA, Information Services Corporation of Saskatchewan, Land registry | SAMA' and 'Powered by Esri'. The bottom left corner of the application shows 'MySAMA - Developed by SaasyCloud™.com v13.1.1 [20260413]' and the bottom right corner has a 'Contact Us' link.



Reinspection Field Work

Benchmarking

Ground Truthing

Residential and Commercial

Benchmarking



Soils Work

Big Picture Issues

Project Alignment

Ground Truthing



Data Confirmation

Ag-land model adjustments

Confirm land use





Residential & Commercial

Several potentially different property classes

Resort properties

Wide variety of commercial properties

Acreages and farmhouses

Maintaining equity is an ongoing process



Maintenance

Largely the same as Urban Appraisers

Inspect remote properties in the fall

Blueprints & phone numbers

Appeals

Assessment and Appeal Inquiries

Agreements to Adjust

Board of Revision Hearings



Ongoing Tasks



Sales Verification

Responding to general inquiries

Special Projects and Specified Roles

What Can You Do?

Blueprints

Phone
Numbers &
Emails

Lists in
early

Appeals
Management

Safety





Thank you

Questions?

Coffee Break

2:30 - 2:45





What Happens After a Municipality Receives their Assessed Values?

Audrey Trombley

SAMA Board Member

What Happens After a Municipality Receives their Assessed Values?



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SASKATCHEWAN ASSESSMENT
MANAGEMENT AGENCY



Assessed Values Delivered

You received your assessment values from
SAMA.

What now?

Review Assessment Changes

- Review your pickup list for any changes to assessments.
- Check comparative properties with what SAMA has provided.
- If everything looks good, then you can move on.



Prepare Assessment Roll

- Section 204 *Municipalities Act*
- By May 1st
- On or After September 1st for following year

	M	T	W	T
2	3	4	5	
9	10	11	12	
16	17	18	19	
23	24	25	26	
30	31			

Prepare Assessment Notices

Council can, through a bylaw, dispense with the preparation of Assessment Notices, if:

- There is no change in the assessment from previous year; or,
- The increase or decrease in assessed value does not exceed \$1000 and 1% of previous year's values.

More information on assessment notice preparation is available in:

- Section 214 of the *Municipalities Act*.

Assessment Notice Mail Out

- These notices must be sent to the owners no later than 15 days following the preparation of the roll.
- These notices shall be mailed on the day that the publication is made in the Gazette.



Publish Roll in Saskatchewan Gazette

- Within 15 days after completing the assessment roll your municipality shall publish the roll in the Saskatchewan Gazette, and the local newspaper.
- Required in Sec. 217 (1) of the *Municipalities Act*.
- Your local newspaper may not be published on a Friday so you should publish in the week that the notice will be published in the Gazette.

Advertising Your Assessment Roll

- In non-Revaluation years, the roll must be advertised for 30 days.
- In a Revaluation year, the roll must be advertised for 60 days.
- In a revaluation year, or when you have had a physical assessment of your municipality, the assessment notices must be sent to all owners of properties.
- In a non-reval year, assessment notices only need to be sent to properties where the assessment has changed.

If an error on the roll is identified:

- A new notice must be sent out.
- The roll will remain open for an additional 30-day period from the mailing of the second notice.



Assessment Roll Errors

Preliminary Values – Revaluation Years

- The next re-valuation year will be 2029.
- On Revaluation years a preliminary assessment is sent to the municipality in the fall before the revaluation year.
- Check the numbers and look for any assessments, or group of assessments, that appear strange or different than what you might expect.
- If anything stands out, you should call your local SAMA office.
- It is much easier for SAMA to address issues before the revaluation is implemented.



Tax Policy

- Your roll is now advertised; it is time to begin looking at tax policy.
- You will have time now to develop tax policy to present to your council for budget.



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SASKATCHEWAN ASSESSMENT
MANAGEMENT AGENCY

Thank you

Audrey Trombley
SAMA Board



Property Assessment Appeals Process

Yuanyuan Zhang

Registrar, Assessment Appeals

Government Relations



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SASKATCHEWAN ASSESSMENT
MANAGEMENT AGENCY

Thank you

For more Information visit:

www.sama.sk.ca

mysama.ca

