



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1553**

A Bylaw of the Town of Claresholm to amend Bylaw #1497, the Tax Installment Payment Plan (TIPP) Bylaw.

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Council of the Town of Claresholm (hereafter called Council) has adopted the Tax Installment Payment Plan Bylaw# 1497; and

WHEREAS Council deems it necessary to amend the existing Bylaw #1497;

NOW THEREFORE under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Claresholm, in the Province of Alberta, duly assembled does hereby enact the following:

1. The Town of Claresholm Tax Installment Payment Plan (TIPP) Bylaw #1497 shall be amended as follows:

SCHEDULES

8. Attached are Schedule "A" - Service Agreement for TIPP, Schedule "B" - Termination of TIPP and Schedule "C" - Tax Installment Payment Plan (TIPP) which are part of this Bylaw.

2. This bylaw comes into full force and effect upon third and final reading.

3. Bylaw #1497 Is hereby amended.

Read a first time in Council this 13th day of September 2010 A.D.

Read a second time in Council this 27th day of September 2010 A.D.

Read a third time in Council and finally passed in Council this 27th day of September
2010 A.D.

Rob Steel, Mayor

Kris Holbeck, CAO

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1497**

A Bylaw of the Town of Claresholm in the Province of Alberta to provide acceptance of monies to be applied at a future date in payment of taxes, and to rescind Bylaw #820.

WHEREAS it is necessary that Council, by Bylaw, allow such tax prepayments on accounts in such manner and subject to such conditions as may be set out in the Bylaw.

NOW THEREFORE PURSUANT TO THE PROVISIONS OF THE COUNCIL OF THE TOWN OF CLARESHOLM DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

- 1. This Bylaw may be referred to as the "Tax Installment Payment Plan (TIPP) Bylaw No. 1497"

AUTHORIZATION

- 2.1 Any person or corporation whose names appears on the Town of Claresholm property tax roll may apply to the Collector of the town to pay taxes on an installment basis in a total amount not greater than one hundred percent (100%) of the previous year's taxes.
- 2.2 No less an amount than twenty dollars (\$20.00) at any one time shall be accepted for any one parcel.
- 2.3 The payment of property taxes on a monthly installment basis shall take place on the 3rd day of each month, and shall commence on or after January 3rd of the year to December 3rd of the year in which the current taxes are due upon the execution by the taxpayer of a form substantially as set forth in Schedule "A" attached hereto. Schedule "A", forming a part of this bylaw, authorizes automatic deductions from the taxpayer's account at a financial institution to the credit of the Town of Claresholm. Monthly payments are equal to the monthly payment calculated pursuant to Section 2.1 and Section 2.2. Such monies will be held to be applied at a future date in payment of current taxes. If the installment on the 3rd is unable to be processed, the Town will resubmit the amount for payment electronically to the bank two business days later.
- 2.4 In addition to the monthly installment scheme authorized above, any person or corporation whose name appears on the Town of Claresholm property tax roll may apply to the Collector of the Town to prepay such sums as the taxpayer may be willing to advance, calculated pursuant to Section 2.1 and Section 2.2 from January 1st to December 31st of the year in which the current taxes are due. Such monies will be held to be applied at a future date in payment of future taxes.

OUTSTANDING CHARGES

- 3. In the event that there are taxes delinquent, in arrears or other outstanding charges chargeable on the property in questions, any payment will be applied first to such delinquency, arrears or other charges. A tax roll will not be eligible for this program is there is any amount owing after December 31st of the previous year.

WITHDRAWAL

- 4. A participating taxpayer may, at any time, withdraw from the installment plan but no monies paid into the plan will be returned or refunded but will remain on account as a prepayment of property taxes.

CANCELLATION

- 5.1 The Collector may cancel the privilege of continuing in the installment plan if two installments fail to be honored within the same calendar year January to December.
- 5.2 A twenty-five dollar (\$25.00) service charge will be levied on payments which are not honored by the financial institution on which they are drawn, and such charge shall be added on to the taxes owing for each affected taxroll.

INDEMNIFICATION

6. The onus of providing correct banking information to the Town lies with the taxpayer. If incorrect information results in a TIPP payment(s) not being made, the fault is not that of the Town.

RESPONSIBILITY

7. TIPP participants are responsible to ensure that the preauthorized payments are being made in a timely fashion as per the service agreement signed by the participant. If they are not the onus is on the taxpayer to contact the Town of Claresholm to rectify the situation.

SCHEDULES

8. Attached are Schedule "A" – Service Agreement for TIPP and Schedule "B" – Termination of TIPP which are part of this Bylaw.

GENERAL

9. Bylaw #820 is hereby rescinded.

Read a first time in Council this 24th day of September 2007 A.D.

Read a second time in Council this 24th day of September 2007 A.D.

Read a third time in Council and finally passed in Council this 24th day of September 2007 A.D.



Rob Steel, Mayor



Kris Holbeck, CAO



TOWN OF CLARESHOLM
Tax Installment Payment Plan
Phone: (403) 625-3381 Fax: (403) 625-3869
Service Agreement for TIPP

I/we authorize the Town of Claresholm to begin an automated monthly withdrawal for payment of property taxes from the bank account identified on the attached voided cheque. If no cheque is available, the following banking information is required:

Bank & Branch: _____ Institution #: _____

Transit # _____ Account # _____

Each transaction will occur on **3rd day of the month** or the next business day if the 3rd falls on a weekend. If the payment on the 3rd is not processed, the Town will attempt to withdraw the funds again two business days later. This authorization will remain in effect until notification of termination is given in writing to the Town of Claresholm. In the event that two payments are defaulted in one year due to insufficient funds, this agreement may become null and void.

Date: _____ Tax Roll Account No.: _____

Name: _____

Street Address of Property: _____

Mailing Address: _____

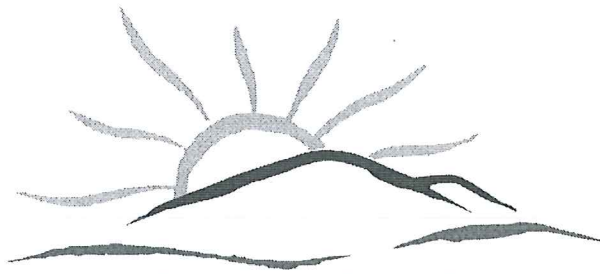
Telephone: Home: _____ Business: _____

Authorized Signature

Authorized Signature

Please remember to attach your "VOID" cheque

Schedule "A"



Claresholm

Now you're living...

Now you're home

TOWN OF CLARESHOLM

Pre-authorized Payment
Tax Installment Payment Plan (TIPP)

Termination of TIPP

I/we wish to notify the Town of Claresholm to terminate the monthly automated withdrawals for payment of property taxes from the previously identified bank account, noting that transactions occur on the 3rd of every month.

Effective date of cancellation: _____

Roll Number: _____

Name: _____

Street Address: _____

Mailing Address: _____

Telephone: Home: _____ Business: _____

Authorized Signature

Authorized Signature

Date

Schedule "B"



Tax Installment Payment Plan (TIPP)

Claresholm

ESTIMATED TAXES \$ _____
(Based on previous years taxes)

MONTHLY PYMTS \$ _____
(Adjusted to actual @July 1st)

I, the undersigned, wish to make application to pay my annual taxes on:

ROLL #: _____ LOT: _____ BLOCK: _____ PLAN: _____

Claresholm on a monthly plan based on the following:

1. **The monthly payment shall be paid by Direct Withdrawal only on the 3rd day of each month or the next business day should the 3rd fall on a weekend or holiday. Payments to commence on January 3rd for current year's taxes.**
2. The monthly payment shall be equal to a minimum of 1/12 of the estimated taxes including frontage tax for any one year.
3. There shall be no interest or discount allowed on such payments nor shall there be any penalty levied against the unpaid portion of the taxes unless:
 - (A) The monthly payment is not made by the date mentioned above.
 - (B) The taxes and frontage tax levied in any one (1) year have not been paid in full by the thirty first (31) of December of that year.
4. In order to be eligible for participation in the upcoming year, this agreement will come into effect on or before the 24th day of December of this year and will remain in effect until such time a "Termination Agreement" is signed and submitted to the Town Office. (Form available at the front desk)
5. In the event that any of the foregoing clauses are not complied with, this agreement is considered to be cancelled and this tax account will be subject to all penalties etc., as outlined in various Bylaws of the Town of Claresholm.

NAME: (print) _____

TELEPHONE: _____

CIVIC ADDRESS: _____

MAILING ADDRESS: _____

SIGNATURE: _____

Approved
Town of Claresholm
Kris Holbeck
C.A.O.

Schedule "C"