

TOWN OF BON ACCORD
TAX INSTALLMENT PAYMENT PLAN (TIPP) BYLAW
BYLAW 2024-14

A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE REGULATION AND COLLECTION OF A MONTHLY TAX INSTALLMENT PAYMENT PLAN (TIPP).

WHEREAS, pursuant to section 340 of the Municipal Government Act, Chapter M-26.1, R.S.A., 2000, and amendments thereto, a Council may establish installment plans for the payment of property taxes and;

WHEREAS, the Council of the Town of Bon Accord has deemed it necessary and desirable for the establishment of a Property Tax Installment Payment Plan;

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Town of Bon Accord, in the Province of Alberta, enacts as follows:

This Bylaw shall be cited as the "Tax Installment Payment Plan (TIPP) Bylaw" of the Town of Bon Accord.

1 ELIGIBILITY

- 1.1 Taxpayers of the Town of Bon Accord shall have the right to submit an application to participate in the TIPP program to provide for the payment of property taxes and local improvement taxes in equal monthly installments from January to December in any year.
- 1.2 Taxes may be paid over a twelve (12) month period beginning in January each year, provided the following requirements are met:
 - 1.2.1 The tax account is paid in full and is in good standing with the Town;
 - 1.2.2 The applicant must have chequing privileges at a financial institution;
 - 1.2.3 Taxes are not being paid through a mortgage company;
 - 1.2.4 An application, along with a void cheque or pre-authorized debit form, is submitted to the Town and approved no later than January 8th of the tax year.

2 GENERAL PROVISIONS

- 2.1 CALCULATION OF TIPP
 - 2.1.1 Each of the first five installments (January to May) shall be equal to 1/12 of the previous years' tax levy.
 - 2.1.1.1 The calculations in January and May are automatic and will be adjusted if additional payments have been made to the account separate from TIPP or if a payment was not honored.
 - 2.1.2 The next seven (7) payments (June to December) shall be equal to the remaining balance on the tax account divided by seven (7 months remaining in the year to bring the account balance to zero (\$0)).

To avoid over or under-collecting, the final installment may be adjusted slightly to account for rounding differences, ensuring the full balance is cleared by the end of the year. The final payment may be marginally higher or lower to bring the account balance to zero (\$0)

2.2 PAYMENT METHOD & DATE

- 2.2.1 Pre-authorized payment with VOID cheque or pre-authorized debit form
- 2.2.2 Post-dated cheques will not be accepted for the TIPP program.
- 2.2.3 Payments are to be made beginning January 15th each year, and on the 15th of each month thereafter.

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2.3 WITHDRAWAL OF TIPP

- 2.3.1 In order to withdraw from the TIPP program, written notice must be provided to the Town at least 10 business days prior to the next installment date.

2.4 TERMINATION OF TIPP

- 2.4.1 If an installment fails to be honoured, a service charge (according to the Fees and Charges Bylaw) will be added to the tax account. Failure to remit the dishonored payment and the service charge prior to the next installment date will result in termination from the TIPP program.
- 2.4.2 If TIPP is terminated, the taxpayer may submit a new application for the following taxation year, subject to Eligibility requirements in Section 1.

3 PENALTIES

- 3.1 All unpaid taxes pursuant to Sections 2.3 and 2.4 will become due and payable immediately and will be subject to penalties as provided in the current Property Tax Penalty Bylaw.

4 INTERPRETATION

- 4.1 References to provisions of statutes, rules or regulations shall be deemed to include references to such provisions as amended, modified or re-enacted from time to time.
- 4.2 Nothing in this Bylaw relieves any person from compliance with any other bylaw or applicable federal or provincial law, regulation or enactment.

5 SEVERABILITY

- 5.1 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.

6 EFFECTIVE DATE

- 6.1 This Bylaw becomes effective upon third and final reading.

7 REPEAL OF POLICIES

- 7.1 Upon third and final reading of Bylaw 2024-14, Bylaw 2022-14 is hereby repealed.

READ A FIRST TIME THIS 19th day of November 2024.

READ A SECOND TIME THIS 3rd day of December 2024.

READ A THIRD TIME THIS 3rd day of December 2024.

SIGNED AND PASSED THIS 3rd day of December 2024.

ORIGINAL SIGNED

Mayor Brian Holden

ORIGINAL SIGNED

Chief Administrative Officer Jodi Brown