

BYLAW NO 3611/2018

WHEREAS, pursuant to sections 299, 300, 301, 307, 350 and 553 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 ("MGA"), as amended, Council may pass bylaws setting fees for assessment and tax services;

AND WHEREAS, pursuant to section 7 of the MGA, Council may pass bylaws setting fees for administrative services provided by the City;

NOW THEREFORE THE COUNCIL OF THE CITY OF RED DEER HEREBY ENACTS AS FOLLOWS:

PART I – TITLE AND PURPOSE

Title

1. This bylaw may be called the "Revenue and Assessment Service Fee Bylaw".

Purpose

2. The purpose of this bylaw is to establish the fees and charges for services provided by the City's Revenue and Assessment Services department.

PART II – FEES

Fees

3. Fees and charges for Revenue and Assessment Services shall be as set out in Schedule "A" to this bylaw.

PART III – GENERAL

Powers of the City Manager

4. Without restricting any other power, duty or function granted by this bylaw or otherwise. The City Manager may:
 - (a) establish the form of request for information requested under section 299 and section 300 of the MGA; and
 - (b) delegate any of his or her powers, duties or functions under this bylaw.

Transition

5. Bylaw 3571/2016 and 3571/A-2018 are repealed upon this bylaw coming into effect.

6. This bylaw comes into force on the date it is passed.

READ A FIRST TIME IN OPEN COUNCIL this 29 day of October 2018.

READ A SECOND TIME IN OPEN COUNCIL this 29 day of October 2018.

READ A THIRD TIME IN OPEN COUNCIL this 29 day of October 2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this 29 day of October 2018.

“Mayor Tara Veer”
Mayor

“Frieda McDougall”
City Clerk

Schedule “A” – Revenue and Assessment Service Fees

Service or Information	Description	Fee
Additions to the Tax Roll	Transferring unpaid costs (i.e. AR & Utilities) to the tax roll as allowed under legislation.	\$40/transfer
Assessment Report	Information regarding property or business assessment for a specific property.	\$30/request
Assessment Information Section 299 Request	Formal request for information under s. 299 of the Municipal Government Act and Regulations.	\$40/ Residential or Multifamily Property \$125/ Non-Residential Property
Assessment Information Section 300 Request	Formal request for information provided under s. 300 of the Municipal Government Act and Regulations.	\$30/ Residential or Multifamily Property \$60/ Non-Residential Property
Customized Reports/Maps	Customized reports or maps detailing information for more than one property or account tailored to the customer’s specific request. Requests are considered at the discretion of Revenue and Assessment based on departmental work-plans, and the protection or privacy and confidentiality.	\$75/hour plus \$2.00 per account
Account Document	Invoice, notice, statement or any other form of City communication previously provided to the citizen and/or available online to the citizen free of charge.	\$15/copy
Local Improvement Letter	Confirmation and information of local improvement levy for a specific property including payout information.	\$30/tax roll
Other Information	Information for a specific property or account. Pre-negotiated.	\$75/hour
Payment Error	Customer requested refund or re-distribution of payment as a result of an error in payment by the customer.	\$15/request
Penalty on Past Due Invoices	Monthly penalty charge for non-payment for account receivable invoices.	1.5% Monthly
Property Tax Information to Lending Institutions	Tax information provided to lending institutions to allow them to pay property owner’s tax account.	\$15/tax roll
Returned City Land Sale Agreements	Tax and Assessment administration costs for processing the property from taxable to exempt for a returned City Land Sale.	\$210/property
Tax Certificate	A document certifying the amount of taxes imposed for the current year for a specific property or business, including the amount of current taxes owing and the total amount of tax arrears.	\$35/request
Tax Recovery Notification/Lien	The registration and discharge of the Tax Recovery notification/lien.	\$75/notification