



Town of Steady Brook

Ski Capital of Newfoundland

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Steady Brook, NL A2H 2N2

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NOTICE TO RESIDENTS **2012 Taxation Year**

Equal Payment Plan for Property Taxes / Business Tax / Water & Sewer

The Town Council of Steady Brook is offering the Equal Payment Plan (EPP) to residents and businesses, again in 2012 for Property Taxes and Business Taxes. **NOTE:** Deadline for paying taxes is April 30, 2012, unless arrangements are made through the EPP. Interest is charged on overdue 2012 accounts, after this date.

In order to avail of this plan, residents and businesses must submit seven (7) post-dated cheques, signed and dated for the following payment dates: (**NOTE:** 2% discount **does not** apply to payments by post-dated cheques). Residents and businesses using this plan will not be charged interest at the end of each month.

- February 29, 2012
- March 30, 2012
- April 30, 2012
- May 31, 2012
- June 29, 2012
- July 31, 2012
- August 31, 2012

Payments on your account can be made by cash, cheque, or money order, either by mail, dropped off at the Town Office during regular business hours or placed in the mail box at the Town Office, after regular business, evenings or weekends.

Other charges to note:

- **NSF Cheques - \$40.00 fee. Equal Payment Plan (EPP) will be nullified with an NSF cheque, and the outstanding balance will be payable immediately with cash, certified cheque or money order.**
- Fee for overseas or outside Canada Bank Transfers is \$20.00 per transaction (included with your payment)
- Interest rate charged on overdue accounts not using Equal Payment Plan is 11.0%
- Fee charged for a cheque returned due to NSF is \$40.00 per cheque.
- 2% discount on 2011 taxes paid-in-full by April 30, 2012. (**NOTE: This discount does not apply to accounts assigned to the Equal Payment Plan.**)

Tax Arrears Policy

When an account becomes in arrears, the Town Council directs the Town Manager to take the necessary actions as in accordance with the *Municipalities Act* to collect taxes in arrears. Immediately when a tax becomes arrear, a registered letter giving **10 days notice** to pay will be forwarded to the person(s) and/or entity(s) who owe the tax to the Town of Steady Brook prior to actions being taken. A phone call inquiry to the tax payer in arrears will be made to reiterate the possibility of the following imminent consequences:

- A) The disconnection of water and/or sewer services by town staff until debt is cleared
- B) Action to sue for outstanding debt
- C) Action to place a lien against the outstanding property
- D) And other possible actions as per the municipal act

If a disconnection of service action is taken, a disconnect service fee of \$50.00 for residential and \$150.00 for business will be charged to the property owner(s) respectively. An additional reconnect service fee of \$50.00 for residential and \$150.00 for business will also be charged to the property owner(s) respectively.

This policy and procedure repeals all previous tax arrear and tax collection policies of the Town of Steady Brook.

Discount for Seniors

A property tax reduction is available to Senior Citizens who meet the following criteria: Senior Citizens who meet these criteria must make annual application for the reduction.

a: Aged 65 years of age or older and in receipt of the Guaranteed / Fixed Income Supplement or Widowed Spouses Allowance or Pension.

b: Registered owner of the home which is the principal year round residence of the owner

c: Senior Citizens are eligible for the following reduction in their annual property taxes provided that the Total Income into the household is less than shown. Income is deemed to be income from all sources and includes basement apartment rental income, interest income and also includes the income of both spouses.


<u>Annual Income</u>	<u>Reduction</u>
\$0.00 - \$20,000	15%

The property owner is responsible for verifying their income with the Town by providing copies of Revenue Canada Assessment Notices for the year in question when it comes available. After the income is confirmed, the credit amount will be adjusted out of the taxpayer's account.

In order to better provide you with timely information, we use paper, postage and other resources which are environmentally suspect! It would be a great help if we could provide this information by way of email.

We use email for notification for:

- Emergency water shut down
- Boil water advisories
- Change to garbage collection schedule
- Road closures
- Special meetings and events
- General information



Would you please send your email address to the Town Office by contacting townclerk@steadybrook.com

Thanks from the tree you just saved!