**MUNICIPALITY OF CLANWILLIAM-ERICKSON**
**BY-LAW NO. 113-26**

BEING A BY-LAW OF THE MUNICIPALITY OF CLANWILLIAM-ERICKSON FOR THE PURPOSE OF PROVIDING A TAX INSTALLMENT PAYMENT PLAN

WHEREAS Section 345(a) of the Municipal Act, provides that Council may by by-law allow taxes to be paid by installments;

WHEREAS the Council of the Municipality of Clanwilliam-Erickson has deemed it necessary and desirable for the establishment of a Property Tax Installment Payment Plan;

NOW THEREFORE, under the authority of the Municipal Act, the Council of the Municipality of Clanwilliam-Erickson, in the Province of Manitoba, enacts as follows:

**SECTION 1: TITLE**

1.1 This By-law shall be cited as the "Tax Installment Payment Plan By-law" or "TIPP By-law."

**SECTION 2: DEFINITIONS**

2.1 The By-law uses the following terms:

a) **"Council"** means the municipal Council for the Municipality of Clanwilliam-Erickson in the Province of Manitoba, as duly elected.

b) **"Municipal Act"** means the Municipal Government Act.

c) **"Municipality"** means the Municipality of Clanwilliam-Erickson in the Province of Manitoba.

d) **"Tax"** and **"Taxes"** are as defined in the Municipal Act.

e) **"Tax Arrears"** means taxes that remain unpaid after December 31 of the year in which they are imposed, as defined by the Municipal Act.

f) **"Tax Installment Payment Plan"** or **"TIPP"** means the Tax Installment Payment Plan authorized by this By-law permitting Taxpayers to pay Taxes in monthly installments.

g) **"Tax Year"** means the annual period in which Taxes are imposed, commencing with January 1 and ending with December 31.

h) **"Taxpayer"** is the person liable to pay taxes pursuant to the Municipal Act.

**SECTION 3: TAX INSTALLMENT PAYMENT PLAN**

3.1 A Taxpayer of the Municipality may apply to be enrolled in the Tax Installment Payment Plan (TIPP), to pay Taxes in monthly installments from January to December in any year.

3.2 A TIPP authorization form must be completed and submitted by the Taxpayer and shall provide pre-authorization for the transfer of funds from the Taxpayer's designated bank account to the Municipality.

3.3 The TIPP shall commence in January of each year provided that all Tax Levies, current and arrears, and including any supplementary tax levies, or other charges and transfers must be paid in full prior to enrollment in the Tax Installment Payment Plan Service (TIPPS).

3.4 A Taxpayer who wishes to enroll in the TIPP after January of the current year will be provided the following two options:

a) Pay the total of any missed monthly installments, from January of the current year, at the time of application; or

b) Equally distribute the Taxes over the months remaining in the calendar year.

3.5 Taxpayers enrolling in the TIPP after the date on which Taxes are due will be required to pay any applicable penalties pursuant to the current Tax Penalty By-law.

**SECTION 4: PAYMENTS**

4.1 Monthly installments shall be determined on the basis of an estimate using the previous year's total tax levy up to the date on which Taxes are levied for the current year. Following the date on which Taxes are levied for the current year, the remaining monthly installments will be recalculated to ensure the Taxes are paid in full by December 31.

4.2 Monthly installment payments shall be due on the 15th day of each month and shall be paid by pre-authorized automatic funds withdrawal from an account at a financial institution as designated by the Taxpayer. If the 15th is on a weekend or statutory holiday, the respective monthly installment payment will be withdrawn on the next business day.

4.3 The current Discount Penalties By-law shall not apply to payments made in accordance with TIPP.

4.4 New charges of supplementary taxes and omitted assessments (for improvements or new construction) or outstanding charges added to the tax roll (throughout the year) are not included in the plan. They must be paid for as they become due.

**SECTION 5: CANCELLATION**

5.1 The Municipality may cancel a Taxpayer's enrollment in the TIPP, in the event that the Taxpayer defaults on two installment payments.

5.2 A Non-Sufficient Funds charge, in the amount of fifty (50) dollars will be levied on all defaulted payments and added to the affected Tax Roll(s).

5.3 If the Municipality cancels a Taxpayer's enrollment in TIPP, the unpaid balance of Taxes, if any, becomes due and payable and shall be subject to the provisions of the current Discount Penalties By-law.

5.4 Any transfer of outstanding amounts to a Tax Roll to which TIPP applies, in accordance with Section 553 of the Municipal Act, may automatically cancel enrollment and the Taxpayer can be removed immediately from the TIPP.

5.5 Notice of removal from the TIPP pursuant to Sections 5.3 or 5.4 of this By-law shall be sent to the Taxpayer, by ordinary mail, to the last known mailing address as listed on the affected Tax Roll.

5.6 If enrollment in the TIPP is cancelled by the Municipality pursuant to Sections 5.3 or 5.4 of this By-law, the Taxpayer shall not be eligible to participate in the TIPP until the taxation year following the cancellation. Completion, submission and approval of a new TIPP authorization form is required to re-enroll.

**SECTION 6: WITHDRAWAL**

6.1. Enrollment in TIPP is automatically renewed each year and does not require authorization to be made on an annual basis.

6.2 Withdrawal from the TIPP requires providing no less than fourteen (14) calendar days in advance of the next installment payment date, in writing. No monies paid pursuant to the TIPP will be returned, refunded or transferred to another account held with the Municipality. The monies will remain on the respective Tax Roll and be deemed as a prepayment of Taxes.

6.3 If a Taxpayer withdraws enrollment in TIPP, the unpaid balance of Taxes, if any,

becomes due and payable and shall be subject to the provisions of the current Discount Penalties By-law.

**SECTION 7: TRANSFERS OF PROPERTY**

7.1 In the event a property is transferred, the Taxpayer is responsible for withdrawing enrollment in TIPP in accordance with Section 6 of this By-law.

**SECTION 8: INDEMNIFICATION**

8.1 The onus of providing correct banking information to the Municipality lies with the Taxpayer. If incorrect information results in a monthly installment payment(s) not being made by the financial institution, the Municipality assumes no responsibility for the same.

**SECTION 9: RESPONSIBILITY OF TAXPAYER**

9.1 TIPP enrollees are responsible for verifying that the preauthorized installment payments are being made in accordance with the executed authorization. The onus is on an enrollee to notify the Municipality of any errors which must be corrected to ensure installment payments are being made as authorized.

**SECTION 10: SEVERABILITY**

10.1 Each provision of this By-law is independent of all other provisions and should any provision of this By-law be deemed invalid by a court of competent jurisdiction, then the invalid provision shall be severed, and all other provisions of this By-law shall remain valid and enforceable.

DONE AND PASSED as a By-Law of the Municipality of Clanwilliam-Erickson at Erickson, Manitoba in the Province of Manitoba this 10th day of June, 2026.

MUNICIPALITY OF CLANWILLIAM-ERICKSON

_____
Victor Baraniuk – Reeve

_____
Iain Edye
Chief Administrative Officer

Read a first time this 13th day of May, 2026

Read a second time this 13th day of May, 2026

Read a third time this 10th day of June, 2026