



Town of Digby
Administrative Policy #2016-006
Tax Sale Policy

1. Purpose:

To identify the criteria/thresholds that will result in a property being considered for tax sale, as permitted under Section 134 of the Municipal Government Act (MGA).

2. Policy Statement:

- 1) It is the Policy of the Town of Digby that all property taxes be collected in a timely manner. Property tax accounts that fall into arrears will be subject to collection efforts that ultimately can result in a tax sale.
- 2) MGA Section 134 (1) allows property to be sold if taxes are in arrears one year, while Section 134 (2) indicates property shall be sold if taxes are in arrears for the preceding three years.
- 3) Property shall be put up for tax sale if taxes are in arrears for the preceding two fiscal years unless one of the five conditions under MGA Section 134 (4) is met, for example, a tax arrears payment arrangement has been entered into and the taxpayer is in compliance or the balance outstanding is less than the collection limit established by council.
- 4) This policy hereby establishes a taxes collection limit of \$300. Properties with a tax arrears balance equal to or less than this amount are not required to be sold at tax sale.
- 5) The Town Treasurer or designate shall prepare annually a list of properties meeting the criteria for tax sale. The list will be reported to Council prior to the commencement of the formal tax sale process. Included with the list will be a summary of any properties that tax sales will not proceed on, noting which section of MGA 134 (4) the property qualifies for possible exclusion from tax sale.

3. Repeal:

- 1) This policy hereby repeals and replaces Administrative Policy #1999 Tax Collections.

Clerk's Annotation For Official Policy Book

Date of Notice: March 21, 2016

Date of adoption: April 4, 2016

Policy effective date: April 4, 2016

I certify that this **Tax Sale Policy #2016-06** was adopted by Council as indicated above.

April 4, 2016

Clerk

Date