



Correspondence 2016 0830
Re: Taxation Bylaw

August 30, 2016

Chairperson and Trustees
Improvement Districts

Re: 2017 Fire Protection and/or Street Lighting Operating Tax Advances

This letter is to notify improvement districts (ID), which provide fire protection and/or street lighting services that if they wish to have the Provincial Assessor and Collector levy and collect the annual operating costs on their behalf for 2017, the information indicated below should now be sent in.

In order to complete our review and forward the request for funds to the Provincial Assessor and Collector prior to November 30, 2016, (section 711 of the *Local Government Act*), the information should be received in this office by **October 31, 2016**.

1. A detailed budget to support the amount required for the year 2017 for each of the fire protection and/or street lighting functions. The budget(s) should be similar in style to the Revenue and Expenditures Statement prepared by the District's auditor (please round off the figures to the nearest dollar). **Any major changes from the previous year's budget (categorically and/or overall) must be explained.**
2. Two copies of the attached bylaw completed as to dates, signatures, numbering and sealing. The two copies require original signatures and must be sealed.
3. **The funds will be forwarded on July 2, 2017, unless you specifically request otherwise.** Interest will be charged on amounts required prior to July 2. If the ID wishes to take an advance, it must be taken between January 2 and April 1, 2017.

If there are any questions, please contact your Financial Officer.

Yours truly,

"Original signed by"

Joshua Craig
Financial Officer
Local Government Finance

Enclosure