

**VILLAGE OF STANDARD**  
**ELECTRONIC TRANSMISSION OF ASSESSMENT AND TAXATION**  
**BYLAW 2021-02**

**A BYLAW OF THE VILLAGE OF STANDARD FOR THE PURPOSE OF ESTABLISHING A PROCESS FOR SENDING ASSESSMENT, TAXATION AND UTILITY NOTICES, DOCUMENTS AND OTHER INFORMATION BY ELECTRONIC MEANS.**

**WHEREAS** Section 608.1(1) of the *Municipal Government Act* R.S.A. 2000 Chapter M-26, states that a council may by bylaw establish a process for sending assessment notices, tax notices and other notices, documents, and information under Part 9, 10 or 11 of the Act or the regulation under Part 9, 10, or 11 by electronic means;

**AND WHEREAS** section 608.1(2) of the *Municipal Government Act* R.S.A. 2000 Chapter M-26, states that a council may by bylaw establish a process for sending forms of notice under section 149(2) or (3) of the *Education Act* by electronic means;

**AND WHEREAS** before making a bylaw under section 608.1, Council must be satisfied that the proposed bylaw includes appropriate measures to ensure the security and confidentiality of the documents and information being sent, and must give notice of the proposed bylaw in a manner council considers is likely to bring the proposed bylaw to the attention of substantially all persons that would be affected by it;

**AND WHEREAS** a bylaw under section 608.1 must provide a method by which persons may opt to receive the notice, document, or information by electronic means.

**NOW THEREFORE, THE COUNCIL OF THE VILLAGE OF STANDARD, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:**

**NAME OF THE BYLAW**

1. This Bylaw may be cited as the "Electronic Transmission of Documents Bylaw".

**DEFINITIONS**

2. In this Bylaw:

- "Act" means the Municipal Government Act, R.S.A 2000, Chapter M-26 as amended;
- "Assesses Person" means an assessed person as defined in s.284(1)(A) of the Act;
- "CAO" means Chief Administrative Officer;
- "Council" means the Municipal Council of the Village;
- "Documents" means any assessment notices, tax notices and other notices, documents and information under Part 9, 10 or 11, or the regulations under Part 9, 10 or 11, that the Village may send to an assessed property;
- "Electronic Means" means electronic mail (email)

**SCOPE**

3. The Village may send documents to an Assessed Person by Electronic Means if the Assessed Person has opted to receive the Documents by Electronic Means, in accordance with the process set out in s.4.

**OPT-IN/OPT-OUT PROCESS**

4. An Assessed Person may opt to receive Documents by Electronic Means by Completing the form on the Village website, which require the following information be provided:
  - a) name and mailing address of the Assessed Person;
  - b) phone number of the Assessed person;
  - c) email address of the Assessed person;
  - d) roll number of the property;
  - e) confirmation that the Assessed Person would like to receive Documents by Electronic Means (eBilling).
5. Once an Assessed Person has opted to receive Documents by Electronic Means, but subsequently wishes to opt out of receiving Documents by Electronic Means, this may be accomplished by checking of the "Opt-Out" requesting "Paper Only" box on the Application form. The application form can be sent to the Village office by email or be mailed. Any documents sent after the completion of the opt out section of the form will be sent to the mailing address of the Assessed Person.

**PRESUMPTION OF RECEIPT**

- 6. In the absence of evidence to contrary, an Assessed Person is presumed to have received the Document is sent by Electronic Means.

**GENERAL**

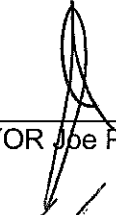
- 7. It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of Council that if any provisions of this Bylaw be declared invalid all other provisions thereof shall remain valid and enforceable
- 8. This Bylaw shall come into full force and effect on the date of final passing thereof.

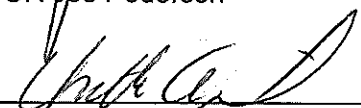
**READ** a First time this 10<sup>th</sup> day of February 2021.

**READ** a Second time this 10<sup>th</sup> day of February 2021.

**INTRODUCED** Third reading on this 10<sup>th</sup> day of February 2021.

**READ** a Third and Final time this 10<sup>th</sup> day of February 2021.

  
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MAYOR Joe Pedersen

  
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CAO Yvette April