



Lac La Biche County
welcoming by nature.

LAC LA BICHE COUNTY POLICY

TITLE: MISCELLANEOUS ACCOUNTS RECEIVABLE
COLLECTIONS

POLICY NO: CS-10-007

RESOLUTION: 17.673

EFFECTIVE DATE: AUGUST 28, 2012

LEAD ROLE: MANAGER, FINANCE

NEXT REVIEW DATE: JULY 11, 2020

SPECIAL NOTES/CROSS REFERENCE:
Procedure CS-10-007

AMENDMENT DATE: JULY 11, 2017

POLICY STATEMENT:

To provide for the effective control, administration, and collection of miscellaneous accounts receivable that are not governed by provincial statutes (like the *Municipal Government Act*) or County bylaws (like the Waterworks Bylaw or the Sewage System Bylaw). Generally, this policy will not apply for the collection of utility or tax arrears unless indicated.

Specific Policy Guidelines

1. Prompt and efficient collection action of accounts receivable will be initiated after the expiration of 30 days.
2. The County's policy is to allow for payment plan alternatives before collection action is taken.
3. The County will follow the guidelines as set out in the Municipal Government Act concerning accounts receivable for services delivered to a property.
4. The County will take proactive actions to avoid future accounts receivable collections issues.

“Original Signed”

Chief Administrative Officer

July 17, 2017

Date

“Original Signed”

Mayor

July 19, 2017

Date