

**By-law Number 6562-23**  
**Schedule "F"**  
**Finance Department**  
**Effective January 1, 2024**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2026 (Including H.S.T. where applicable)
<b>Finance</b>				
Tax Bill Reprint - Per Tax Year	per document	\$ 23.00	\$ 24.00	\$ 24.50
Returned Cheques	per cheque	\$ 58.00	\$ 60.00	\$ 61.00
Payment Recalled by Bank	per item	\$ 23.00	\$ 24.00	\$ 24.50
Mortgage Administrative Fee	per transaction	\$ 11.75	\$ 12.00	\$ 12.25
Tax Reminder Notices	per property	\$ 8.00	\$ 8.25	\$ 8.50
Water and Wastewater Reminder Notices	per property	\$ 8.00	\$ 8.25	\$ 8.50
Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 162.00	\$ 167.00	\$ 170.00
Online Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 162.00	\$ 167.00	\$ 170.00
Tax Certificate (Vacant Land Only)	per property	\$ 131.00	\$ 135.00	\$ 138.00
Water/Wastewater Certificate	per property	\$ 131.00	\$ 135.00	\$ 138.00
Water Bill Reprint - Per Billing Period	per document	\$ 23.50	\$ 24.25	\$ 24.75
Official Tax Receipt Letter for Government Agencies	per document	\$ 41.00	\$ 42.00	\$ 43.00
Duplicate Receipt	per receipt	\$ 17.50	\$ 18.00	\$ 18.50
Detailed Analysis of Tax Account - Per Tax Year	per property	\$ 41.00	\$ 42.00	\$ 43.00
Tax Roll Ownership Change	per property	\$ 63.00	\$ 65.00	\$ 66.00
Water Account Ownership Change/ New Account Set-up	per property	\$ 63.00	\$ 65.00	\$ 66.00
Letter of Reference for Utilities	each	\$ 34.50	\$ 35.50	\$ 36.25
Addition of Unpaid Charges to Tax Bill	per addition	\$ 58.00	\$ 60.00	\$ 61.00
DC Administration Fee	per application	\$ 1,813.00	\$ 1,867.00	\$ 1,904.00
<b>GIS Division</b>				
GIS Analysis	per hour	\$ 93.00	\$ 96.00	\$ 98.00
Town Street Plan Map (b/w inches) (24x36)	per map	\$ 9.75	\$ 10.00	\$ 10.25
Town Street Plan Map (colour) (24x36 inches)	per map	\$ 15.25	\$ 15.75	\$ 16.00
Town Air Photo Map (30x39 inches)	per map	\$ 47.00	\$ 48.00	\$ 49.00