

**By-law Number 6390-21**  
**Schedule "F"**  
**Finance Department**  
**Effective January 1, 2022**

<b>Description of Service for Fee or Service Charge</b>	<b>Unit of Measure (i.e. per hour, page, document, etc.)</b>	<b>2022 (Including H.S.T. where applicable)</b>
Tax Bill Reprint - Per Tax Year	per document	\$ 21.50
Returned Cheques	per cheque	\$ 53.00
Payment Recalled by Bank	per item	\$ 21.50
Mortgage Administrative Fee	per transaction	\$ 10.75
Tax Reminder Notices	per property	\$ 7.45
Water and Wastewater Reminder Notices	per property	\$ 7.45
Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 149.00
Online Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 149.00
Tax Certificate	per property	\$ 120.00
Water/Wastewater Certificate	per property	\$ 120.00
Water Bill Reprint - Per Billing Period	per document	\$ 21.50
Official Tax Receipt Letter for Government Agencies	per document	\$ 37.25
Duplicate Receipt	per receipt	\$ 15.90
Detailed Analysis of Tax Account - Per Tax Year	per property	\$ 37.25
Tax Roll Ownership Change	per property	\$ 58.00
Water Account Ownership Change/ New Account Set-up	per property	\$ 58.00
Letter of Reference for Utilities	each	\$ 31.50
Addition of Unpaid Provincial Offences Act Fines to Tax Bill	per addition	\$ 53.00
Addition of Unpaid Charges to Tax Bill	per addition	\$ 31.50
DC Administration Fee	per application	\$ 1,663.00