

**By-law Number 6268-20**  
**Schedule "F"**  
**Financial Services Department**  
**Effective July 1, 2020**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2020 (Including H.S.T. where applicable)	2021 (Including H.S.T. where applicable)	2022 (Including H.S.T. where applicable)
Tax Bill Reprint - Per Tax Year	per document	\$ 20.50	\$ 21.00	\$ 21.50
Returned Cheques	per cheque	\$ 51.00	\$ 52.00	\$ 53.00
Payment Recalled by Bank	per item	\$ 20.50	\$ 21.00	\$ 21.50
Mortgage Administrative Fee	per transaction	\$ 10.25	\$ 10.50	\$ 10.75
Tax Reminder Notices	per property	\$ 7.15	\$ 7.30	\$ 7.45
Water and Wastewater Reminder Notices	per property	\$ 7.15	\$ 7.30	\$ 7.45
Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 143.00	\$ 146.00	\$ 149.00
Online Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 143.00	\$ 146.00	\$ 149.00
Tax Certificate	per property	\$ 100.00	\$ 110.00	\$ 120.00
Water/Wastewater Certificate	per property	\$ 100.00	\$ 110.00	\$ 120.00
Water Bill Reprint - Per Billing Period	per document	\$ 20.50	\$ 21.00	\$ 21.50
Official Tax Receipt Letter for Government Agencies	per document	\$ 35.75	\$ 36.50	\$ 37.25
Duplicate Receipt	per receipt	\$ 15.30	\$ 15.60	\$ 15.90
Detailed Analysis of Tax Account - Per Tax Year	per property	\$ 35.75	\$ 36.50	\$ 37.25
Tax Roll Ownership Change	per property	\$ 56.00	\$ 57.00	\$ 58.00
Water Account Ownership Change/ New Account Set-up	per property	\$ 56.00	\$ 57.00	\$ 58.00
Letter of Reference for Utilities	each	\$ 30.50	\$ 31.00	\$ 31.50
Addition of Unpaid Provincial Offences Act Fines to Tax Bill	per addition	\$ 51.00	\$ 52.00	\$ 53.00
Addition of Unpaid Charges to Tax Bill	per addition	\$ 30.50	\$ 31.00	\$ 31.50
DC Administration Fee	per application	\$ 1,600.00	\$ 1,630.00	\$ 1,663.00