

Schedule R
To By-Law # 7220-17
Financial Services Department Fees
Effective January 1, 2026

Fee No.	Fee Title	Fee Basis	HST	2026 Fee	2026 Effective Date
Category: Tax Services					
FIN-1	Tax Certificates - verbal confirmation provided upon request for purchase of tax certificate and mailed w/in 7 business days	Per Roll Number	No	\$82.49	01-Jan
FIN-2	RUSH Tax Certificates - verbal confirmation provided upon request for purchase of tax certificate and emailed or faxed within 2 business days	Per Roll Number	No	\$110.00	01-Jan
FIN-3	Ownership Information Change	Per Roll Number (All Changes Except for Survivorship Applications)	No	\$47.15	01-Jan
FIN-8	Cheque or Automatic Withdraw Returned from The Bank	Fee for Any Payment Returned by the Bank for Any Reason (Including Cheques and Automatic Withdraws, etc.)	No	\$55.00	01-Jan
FIN-9	Processing a Refund or Transfer Between Tax Accounts of an Overpayment on a Tax Account (By Property Owner or Their Agent).	Any Refund or Payment Transfer Requested to be Processed (Written Confirmation of Agreement of Fee is Required. Not Applicable to Overpayment from Tax adjustment from assessment change, Low Income Rebate Programs or Other Similar Situations)	No	\$55.00	01-Jan
FIN-10	Incorrect Tax Roll Number for Electronic or Bank Payments	Per Payment that has to be Manually Corrected (If fee exceeds payment amount no return or transfer will be done)	No	\$55.00	01-Jan
FIN-11	Copies of Adjustment Letters (Write Offs, Apportionment, Vacancy, Heritage etc.)	Per Item (Includes Time to Research and Retrieve Item from Archives)	No	\$16.50	01-Jan
FIN-12	Postdated Cheque removal from system or moving to a different date in the system	Fee will be waived if owner is deceased <i>or if PDC are for payment plan and account is paid in full</i>	No	\$29.33	01-Jan
FIN-13	Additions to the Tax Roll Charge	Per Roll Number (Each Item Added to the Tax Roll for Non- Tax Items such as outstanding By- Law Charges, Other Municipal Liens, Region of Durham Water/Sewer Charges, etc.)	No	\$55.00	01-Jan
FIN-14	Farm Debt Fee	Each Tax Roll Number That Is Issued This Document As Part Of the Collection Process)	No	\$65.99	01-Jan
FIN-15	Tax Billing for Mortgage Companies	Fee Per Roll Number for all accounts billed at Interim and Final billings.	No	\$15.00	01-Jan
FIN-16	Set up Fee for New Tax Accounts	Fee Per Roll Number	No	\$55.00	01-Jan
FIN-23	Tax roll sub-search of title	Fee Per Roll Number	No	\$157.13	01-Jan
FIN-24	Tax Bill Reprint	Reprint tax bill for current year or 1 year previous-in person	No	\$22.00	01-Jan
FIN-25	Tax Bill Reprint - online	Reprint tax bill for current year or 1 year previous- online	No	\$16.53	01-Jan

By-law Name: Consolidated Fees & Charges By-law
By-law # 7220-17

Fee No.	Fee Title	Fee Basis	HST	2026 Fee	2026 Effective Date
FIN-26	Statement of Account-detailed distribution/history search	To prepare a detailed receipt document of tax payment history beyond the 1 previous year	No	\$35.60	01-Jan
FIN-28	Tax certificate-purchased through Online portal(to replace FIN-1 and FIN-2)	Per roll number - purchaser to pay carrier fee in addition	No	\$90.00	01-Jan
FIN-29	Final Notice Letter	Per roll number	No	\$50.00	01-Jan
FIN-30	Title Search warning letter	Per roll number	No	\$25.00	01-Jan
FIN-31	Tax Sale registration fee	Per roll number - at time of Final notice sent after registration of tax file	No	\$1,000.00	01-Jan
FIN-32	EFT investigation fee for payment without notice	Per EFT	Yes	\$50.00	01-Jan
Category: Treasury Services					
FIN-17	Accounts Receivable Administration Fee on Invoices	Added to All Invoices Prepared By Accounts Receivable Where The Fee is Applicable	May Be Applicable	Min. 10% unless specified higher	01-Jan
Category: Application Fee					
FIN-18	Application to Purchase or Lease Town-owned Land - Stage 1	Processing fee for circulating request to purchase Town land. Additional fees may apply if the request is approved as per the fees by- law	May Be Applicable	\$285.97	01-Jan
FIN-19	Application to Purchase or Lease Town-owned Land (resident, not-for-profit, registered charity) - Stage 1	Processing fee for circulating request to purchase Town land. Additional fees may apply if the request is approved as per the fees by- law	May Be Applicable	\$55.00	01-Jan
FIN-20	Development Charge Refund Request as per Section 25 and 19(2) of the Town's Development Charge By-law #7748-21	Per DC Refund/ Partial DC Refund Request	No	\$170.48	01-Jan
FIN-21	Application to Purchase Town-owned Land - Stage 2- Appraisal	Recovery of costs to obtain external appraisal and processing. Fee is non- refundable if applicant does not wish to proceed after Fair Market Value has been established via the appraisal	Yes	\$9,356.40	01-Jan
FIN-22	Application to Lease Town- owned Land - Stage 2 - Appraisal	Recovery of costs to obtain external appraisal and processing. Fee is non- refundable if applicant does not wish to proceed after Fair Market Value has been established via the appraisal	Yes	\$4,678.20	01-Jan
FIN-27	Development Charges Deferral and Installment Payment Agreement for Industrial Development (see Fee No. LES-82)	Per Agreement	Yes	\$1,525.50	01-Jan